

**COUNTY OF ELGIN**

**By-Law No. 25-XX**

**“A BY-LAW TO DELEGATE CERTAIN AUTHORITIES VESTED IN THE COUNCIL OF  
THE CORPORATION OF THE COUNTY OF ELGIN AS THE APPROVAL AUTHORITY  
WITH RESPECT TO PLANS OF SUBDIVISION, PLANS OF CONDOMINIUM,  
CONSENTS AND PART LOT CONTROL BY-LAWS PURSUANT TO SECTION 22  
AND 51 OF THE PLANNING ACT, TO THE DIRECTOR OF PLANNING AND  
DEVELOPMENT FOR THE COUNTY OF ELGIN  
AND TO REPEAL BY-LAW NO. 24-25.”**

WHEREAS Section 4 (1) of the Planning Act, R.S.O. 1990, Chapter P.13, as amended, provides that the Minister may by order delegate to the Council of the Corporation of the County of Elgin the authority to approve, among other things, plans of subdivision, plans of condominium, consents and part lot control by-laws; and

WHEREAS Section 5 (1) of the Planning Act, Chapter P 13, R.S.O. 1990, as amended, provides that the Council may by by-law delegate all or any of the authority to approve, among other things, plans of subdivision, plans of condominium, consents and part lot control by-laws to a Committee of Council or to an Appointed Officer identified in the by-law by name or position occupied; and

WHEREAS County Council considers it advisable to delegate certain powers to the Director of Planning and Development for the County of Elgin, and, in the Director of Planning and Development's absence, the Director of Legal Services.

NOW THEREFORE, the Council of the Corporation of the County of Elgin enacts as follows:

1. THAT the Council of the County of Elgin delegates to the Director of Planning and Development and in his/her absence, the Director of Legal Services, the authority to:
  - a) Sign draft plans of subdivision for the purpose of indicating draft approval.
  - b) Sign draft plans of condominium for the purpose of indicating draft approval.
  - c) Sign local municipal Official Plan Amendments indicating approval.
  - d) Sign County Official Plan Amendments indicating approval.
  - e) Refuse to accept or further consider any application for plan of subdivision or plan of condominium until the prescribed information and material and the required fee and the draft plan are received, pursuant to section 51(19) of the Planning Act as amended.
  - f) Enter into negotiations/dispute resolution with those parties involved in an objection to a draft plan of subdivision or condominium or conditions thereof.
  - g) Decide whether a change to conditions of draft approval is minor for the purpose of giving notice and to approve such minor changes.

- h) Extend draft plan approval time periods.
  - i) Approve and sign final plans of subdivision and final plans of condominium for the purpose of indicating that final approval has been granted by the approval authority and is acceptable for registration purposes.
  - j) Approve part lot control by-laws for local municipalities passed under Section 50 of the Planning Act, as amended.
  - k) Approve non-contentious consent applications. For clarity, 'non-contentious' shall mean that a consent application satisfies the following requirements:
    - It is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
    - It doesn't require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
    - It conforms with section 51(24) of the Planning Act;
    - It conforms with the Elgin County Official Plan;
    - It conforms with the local municipal Official Plan or Secondary Plan;
    - It complies and conforms with the local municipal Zoning By-law (unless subject to a standard condition of rezoning or minor variance); and
    - There are no unresolved objections/concerns raised from agencies or the public.
2. THAT this by-law shall come into force and effect on the date of its final passing by the Council of the Corporation of the County of Elgin.
3. THAT By-law No. 24-25 be repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 27<sup>TH</sup> DAY OF MAY 2025.

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Blaine Parkin,  
Chief Administrative Officer/Clerk.

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Grant Jones,  
Warden.