Application and Approval Process Flowchart

Minor variances are small changes or exceptions to existing land use or development restrictions contained in the zoning, sign and fence by-laws.

613-968-4681

www.belleville.ca

planning@belleville.ca

Submitting your application



Pre-Consultation Meeting with Planner

Assess merits of application, needs for other approvals or supporting documentation.



Applicant prepares application

Submit completed application, fee(s), and required documents to the Committee of Adjustment.



Complete Application Confirmation

Application reviewed for completeness (Not accepted until complete).



Circulation of Application

After the application is received, it is circulated to internal departments, and external agencies for comment.



Posting of Public Notice Sign

The applicant/agent is required to post a Public Notice Sign with application information on the subject lands.



A Notice of Hearing

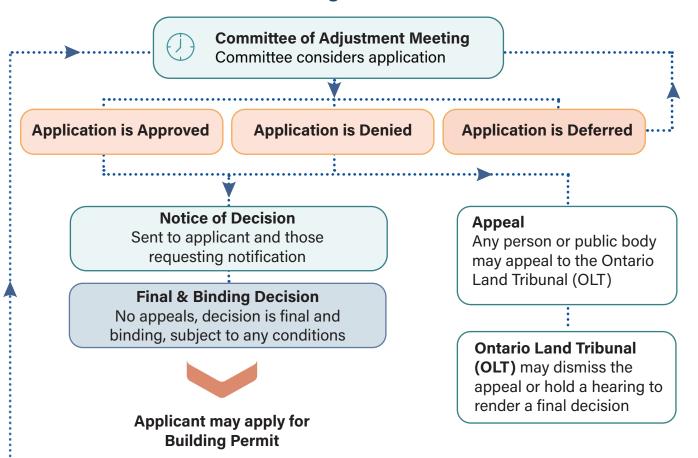
is circulated to all residents within 60 m of the property.



Recommendation Report

Comments received and reviewed, and a site visit is conducted prior to preparing a planning report. The agenda package is provided to members of the Committee.

Public Hearing and Decision



City of Belleville

Engineering & Development Services