

Before submitting your Committee of Adjustment application, a pre-consultation meeting (for consent applications) or a pre-application circulation (for minor variance applications) will be arranged to discuss the general intent of your proposal. During this meeting, you will be provided with the applicable fees and submission requirements.

The hearing date for your application will be confirmed once the Secretary-Treasurer is satisfied that all necessary documentation has been submitted to support the application. This may involve a review by municipal staff. Please note that the provided schedule is intended as a guideline only. Once your application is deemed complete, the hearing date will be scheduled.

Hearing dates have been established to permit the Secretary-Treasurer and Planning Staff adequate time to comply with the Provincial Notice Requirements. **Failure to submit complete applications will result in the hearing being delayed until the following month.** Further, hearing dates may depend on the number of applications already received and scheduled for that particular date, and when your application is deemed to be complete by Town of Pelham municipal staff.

Complete applications will include all required forms, fees, studies and applicable sketches as well as additional information as may be determined by the Secretary-Treasurer in accordance with provisions under the *Planning Act*, R.S.O. 1990, c.P.13, as amended.

This schedule is intended as a guideline only. This schedule is subject to change without notice.

Applicants will receive confirmation advising of their hearing date once a complete application has been received.

2025 Hearing Dates		
January 13, 2025	February 3, 2025	March 3, 2025
April 7, 2025	May 5, 2025	June 2, 2025
July 7, 2025	August 5, 2025	September 2, 2025
October 6, 2025	November 3, 2025	December 1, 2025