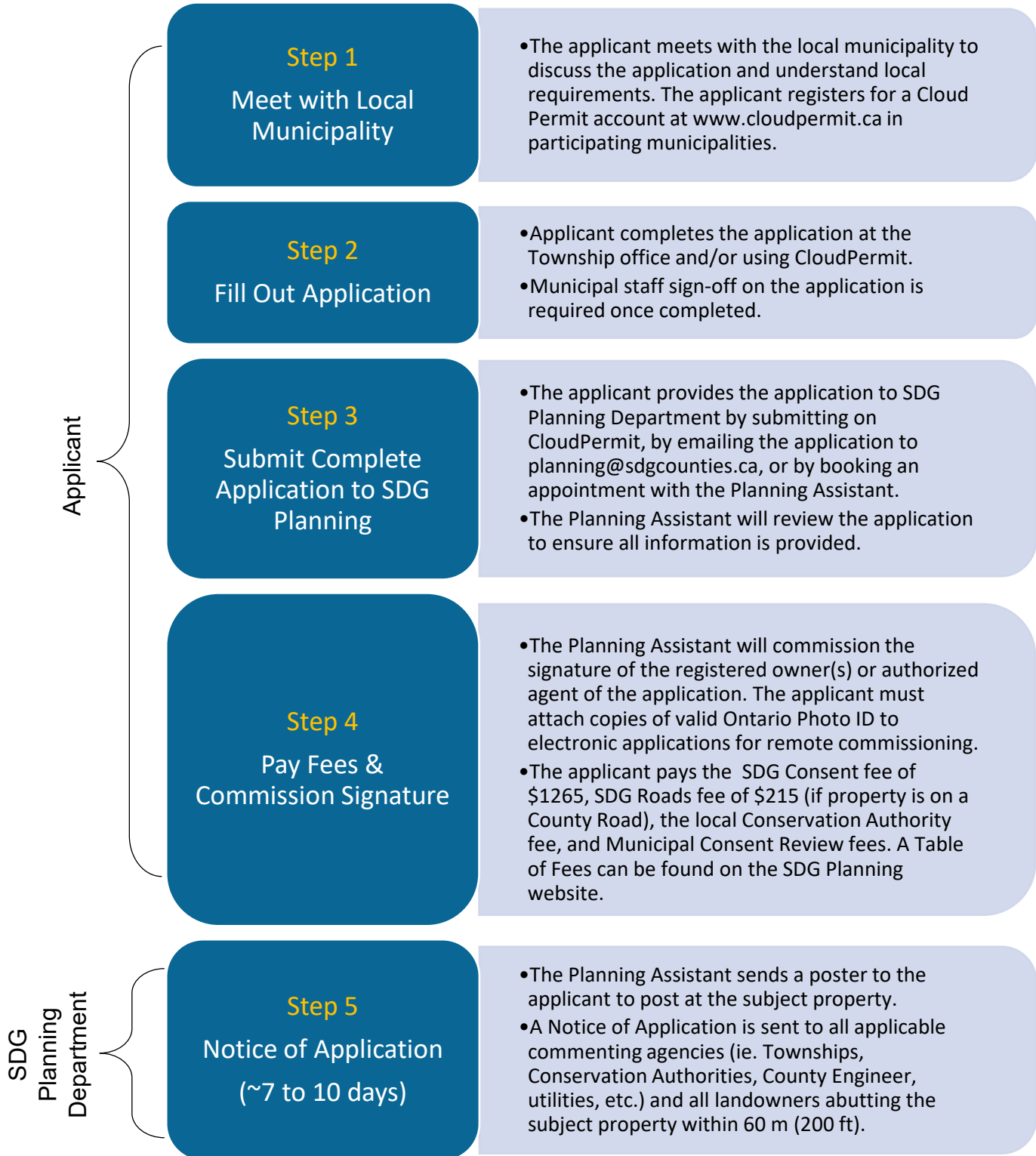


# The Consent Process

## Step-by-Step Guide

SDG Planning Services



**Step 1**  
Meet with Local Municipality

- The applicant meets with the local municipality to discuss the application and understand local requirements. The applicant registers for a Cloud Permit account at [www.cloudpermit.ca](http://www.cloudpermit.ca) in participating municipalities.

**Step 2**  
Fill Out Application

- Applicant completes the application at the Township office and/or using CloudPermit.
- Municipal staff sign-off on the application is required once completed.

**Step 3**  
Submit Complete Application to SDG Planning

- The applicant provides the application to SDG Planning Department by submitting on CloudPermit, by emailing the application to [planning@sdgcounties.ca](mailto:planning@sdgcounties.ca), or by booking an appointment with the Planning Assistant.
- The Planning Assistant will review the application to ensure all information is provided.

**Step 4**  
Pay Fees & Commission Signature

- The Planning Assistant will commission the signature of the registered owner(s) or authorized agent of the application. The applicant must attach copies of valid Ontario Photo ID to electronic applications for remote commissioning.
- The applicant pays the SDG Consent fee of \$1265, SDG Roads fee of \$215 (if property is on a County Road), the local Conservation Authority fee, and Municipal Consent Review fees. A Table of Fees can be found on the SDG Planning website.

**Step 5**  
Notice of Application  
(~7 to 10 days)

- The Planning Assistant sends a poster to the applicant to post at the subject property.
- A Notice of Application is sent to all applicable commenting agencies (ie. Townships, Conservation Authorities, County Engineer, utilities, etc.) and all landowners abutting the subject property within 60 m (200 ft).

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