
DEPARTMENT: PLANNING AND DEVELOPMENT

TITLE: **POLICY FOR PUBLIC PARTICIPATION and NOTIFICATION**

Minutes reference date: 2024 03 27

PURPOSE:

1. To establish a policy for public participation, and notification for the adoption of the Municipal Planning Strategy (MPS), Subdivision By-law, Land Use By-law (LUB), Development Agreements, Variances, Site Plans, and amendments thereto.

DEFINITIONS:

2. The terms used in this Policy have the same meanings as those found in the MGA.

AUTHORITY:

3. This policy carries out MGA section 204 that requires Council to adopt a public participation policy concerning the preparation and administration of planning documents. This policy also provides for public notification where required under MGA sections: 205 (Requirements for adoption of planning documents), and 206 (Public hearings). 210 (LUB amendments), 221 (Notifications and costs), 230 (Adoption or amendment of development agreement), 232 (Site-plan approval), 236 (Variance procedures), and 237 (Variance appeals and costs).

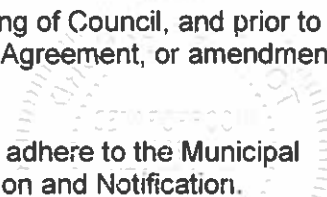
The CAO, or designate, is responsible for the administration of this policy.

POLICY:

Public Participation Session

1. A public participation session will take place at a meeting of the Planning Advisory Committee, prior to making a recommendation to Council. Notification of the session shall adhere to the Procedure for Public Participation and Notification.
3. A summary of the public participation session will be provided to Council prior to First Reading.

Public Hearing

1. A public hearing will generally take place prior to a meeting of Council, and prior to giving second reading of the planning document, Development Agreement, or amendment thereto.
 2. Advertisement and notification of the public hearing shall adhere to the Municipal Government Act, and the Procedure for Public Participation and Notification.
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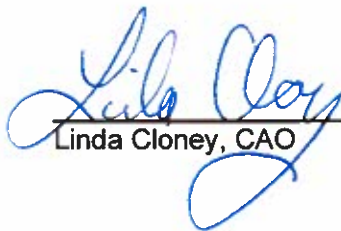
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Public Participation with Abutting Municipalities

1. Notification shall be provided to the Municipality of Cumberland County for all proposals within 200 metres of the municipal boundary for a property which is the subject of a proposed adoption, revision, and/or amendment of planning documents.
2. When considering the adoption, revision, and/or amendment of planning documents, the engagement with the Municipality of Cumberland County and the engagement with the public through the Public Meeting shall consider any impacts the proposed adoption, revision, or amendment may have on the Statements of Provincial Interest.
3. Comments received by the Municipality of Cumberland County's Clerk or representative as well as the public comments received through the Public Meeting shall be considered by Council prior to any resolution approving first reading of the proposed planning documents.
4. Upon Council approving first reading to proceed to a Public Hearing to consider the adoption, revision, and/or amendment of planning documents, a second notice shall be sent to the abutting Municipality's Municipal Clerk and Director of Planning in-keeping with Section 206 of the Municipal Planning Act.

Documentation and Coordination

Documentation and coordination shall adhere to the Procedure for Public Participation and Notification.



Linda Cloney, CAO

2024 03 27
Date