



APPLICATION FOR LAND USE AMENDMENT

Owner of Site: Name: _____

Address: _____

Postal Code: _____

Agent of Owner: Name: _____

Address: _____

Postal Code: _____

Telephone Number _____

Existing Land Use Zoning: _____

Proposed Land Use Zoning: _____

Municipal Address of Site: _____

Legal Land Description Lot _____ Block _____ Plan _____

Enclosures and Attachments:

- a) Copy of Certificate of Title for Effected lands.
- b) Evidence that Agent is authorized by Owner.
- c) Statement of reasons in support of application.
- d) Vicinity map of an appropriate scale indicating the location of the parcel and its relationship to the existing land uses and developments within 60 m of the parcel boundaries.
- e) Where application is for a district change to DC – Direct control district a statement explaining why particular control is needed to be exercised over the parcel and why another district is not appropriate.
- f) Fee, as established by resolution of Town Council, which shall include a standard application fee plus the cost of advertising for the public hearing.

The Municipal Manager may:

- (a) Refuse to accept an application to amend this Bylaw if the information required by subsection (33) has not been supplied, or
- (b) Consider the application complete without all of the information required by subsection (33), if, in his opinion, a decision can be properly made with the information supplied.

OWNER'S AND/OR OWNER'S AGENT SIGNATURE

DATE

PART VI
LAND USE BYLAW AMENDMENTS

32. APPLICATION

- (1) A person may apply to Council through the Municipal Manager, to have this Bylaw amended, by applying in writing and furnishing reasons in support of the application.
- (2) Council may initiate amendments to this Bylaw by directing the Municipal Manager to initiate an application therefore.
- (3) All amendments to the Land Use Bylaw shall be made by an amending Bylaw in accordance with the Act.

33. INFORMATION AND PLANS REQUIRED

- (1) All applications for amendments to the Land Use Bylaw shall be made to the Municipal Manager on the prescribed application form and shall be accompanied by the following:
 - (a) a copy of the certificate of title for the lands affected;
 - (b) evidence satisfactory to the Municipal Manager that the application is authorized by the registered owner(s) of the parcel, if the registered owner(s) is not the applicant;
 - (c) a statement of the reasons in support of the application;
 - (d) a vicinity map of an appropriate scale indicating the location of the parcel and its relationship to the existing land uses and developments within 60.0 m of the parcel boundaries;
 - (e) a description of the use or uses proposed for the land that is the subject of the application;
 - (f) where an application is for a district change to DC - Direct Control District a statement explaining why particular control is needed to be exercised over the parcel and why another district is not appropriate;
 - (g) a fee, as established by Council.
- (2) The Municipal Manager may request, in addition to the information required in subsection (1) above, such other information as necessary to properly evaluate and make a recommendation on the application.

34. COMPLIANCE WITH INFORMATION REQUIREMENT

- (1) The Municipal Manager may:
 - (a) refuse to accept an application to amend this Bylaw if the information required by Section 33 has not been supplied, or
 - (b) consider the application complete without all of the information required by Section 33, if, in his opinion, a decision can be properly made with the information supplied.

35. APPLICATION REVIEW PROCESS

- (1) On receipt of an application to make an amendment to this Bylaw, the Municipal Manager shall refer the application for comments to:
 - (a) the Municipal Planning Commission
- (2) The Municipal Planning Commission shall consider the matter and make recommendation to Town Council.
- (3) In reviewing an application to amend this Bylaw, consideration shall be given to the following:
 - (a) the proposal is located in an appropriate area of the community and is compatible with adjacent land uses;
 - (b) the proposal does not compromise the road capacity of the area and is suitably and efficiently serviced by an off-site road network;
 - (c) the proposal can be adequately serviced with municipal utilities; and
 - (d) any other matter as deemed necessary taking into consideration the nature of the application as well as any statutory plan or approved policy affecting the site.
- (4) The recommendations of the Municipal Planning Commission shall be communicated to the applicant who shall decide whether or not he wishes to pursue his application further.
- (5) Should the applicant decide not to pursue the application further the matter will be considered closed and the advertising component of the fees will be refunded.

36. PUBLIC NOTICE

- (1) Upon first reading of a Bylaw amendment the Municipal Manager shall forthwith cause to be published in two (2) issues of a newspaper, a notice of the proposed amending bylaw containing:
 - (a) the legal description of land;
 - (b) the civic address of the property if possible;
 - (c) the purpose of the amending Bylaw;
 - (d) time and place where a copy of the proposed amending Bylaw may be inspected by the public;
 - (e) time and place that Council will hold a Public Hearing on the proposed amending Bylaw prior to the second reading;
 - (f) an outline of the procedure to be followed by anyone wishing to be heard at the Public Hearing and how the hearing will be conducted.
- (2) In addition to the newspaper advertisement included in subsection (1), notice shall be given to the owner(s) of the subject lands and a written notice shall be issued by ordinary mail, to each owner of adjacent land as defined by the Act or any other land owner that Council deems affected, at the name and address shown for that owner on the tax roll.

37. PUBLIC HEARING

- (1) Council shall hold the Public Hearing at the time and place stated in the notice, at which Council may hear:
 - (a) the applicant or a person acting for the applicant;
 - (b) any person who claims to be affected by the proposed amending Bylaw;
 - (c) any other person that Council agrees to hear.

38. DECISIONS

- (1) Council, after considering:
 - (a) any representations made at the public hearing;
 - (b) any Municipal Development Plan, Area Structure Plan, Area Redevelopment Plan and Intermunicipal Development Plan affecting the application and the provisions of this Bylaw; and

- (c) any other matter it considers appropriate, may:
 - (i) pass the proposed Bylaw;
 - (ii) make such amendments or changes it considers necessary and proceed to pass it without further advertisement or hearing; or
 - (iii) defeat the proposed Bylaw.

39. REAPPLICATION

- (1) Where an application for amendment to this Bylaw has been refused by Council another application for amendment on the same site for the same or similar use of land shall not be made by the same or any other applicant until at least six (6) months from the date of Council's decision.

PLANNING & ENGINEERING

DOCUMENTS

Construction Standards	\$35.00 each
Design Guidelines	\$25.00 each
Tender Documents**	\$50.00 each

**For paper documents. Special pricing may be used for exceptionally large document packages

MISCELLANEOUS

Property File Search (Permit Search)	\$20.00
Property dimensions map with air photo background, per request	\$20.00
Copy of current Permit Completion Record	\$20.00
Letter of Compliance (2 week turn around)	\$60.00
Letter of Compliance (3 business days turn around)	\$180.00
Property File Review (Environmental) Fee	\$100.00
Property File, Document Review & Internal Circulation (Environmental) Fee	\$400.00
Surcharge for an application without a current Land Title	\$10.00

LAND USE

Change of Use, Existing Building- permitted	\$50.00
Change of Use, Existing Building – Discretionary	\$100.00
Change of Use, Existing Building – Cannabis Retail Store or Production and Processing Facility	\$100.00
Land use bylaw amendment	
• application fee	\$400.00
• advertising fee***	\$350.00
	Total
	\$750.00

*** Advertising fee is refundable if application is withdrawn after first reading of the amending bylaw and before advertising.

SUBDIVISION

Application Fee for Fee Simple Subdivision:

Base fee plus	\$350.00
per lot fee	\$100.00

Application Fee for Condo Conversion of an Existing Building:

per unit fee not including common property units ****	\$40.00
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Application Fee for a Bare Land Condo Subdivision

Base fee plus	\$350.00
per unit fee including common property units	\$100.00

Application Fee for a Bare Land Condo Subdivision of Existing Ground Parking

Base fee plus	\$150.00
per unit fee including common property units	\$20.00

****As per the Condominium Property Act, RSA C-22

Subdivision Extension: 1 st request for extension	\$50.00
2 nd requests for extension	\$200.00
3 rd and subsequent requests for extension	\$500.00

Surcharge for subdivision extension after subdivision approval expires \$150.00

Endorsement of subdivision per application \$150.00

B. Desc