



SUBDIVISION DEVELOPMENT NOTIFICATION POLICY



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PURPOSE:

To provide property owners adjacent to proposed developments with a notification that a development has been approved in principal in their neighbourhood.

AUTHORITY:

- Council and Management Discretion

PROCEDURE:


1. In cases where Council has approved a subdivision development with 3 lots (or more) or where there is potential for more development. Council shall provide a notification to adjacent property owners of their decision. The property owner's names will be taken from the Municipal Assessment Roll book.
2. The notification will be sent out to residents by mail at the same time that the developer is notified of the Approval in Principal. This will allow for the standard 14-day appeal period to occur.
3. The notification will be sent to residents within a 300-meter radius of the entrance to the development.
4. This notification shall only apply to the first phase of the development. If additional phases are possible it will be communicated in the initial notification.
5. Any written responses received in relation to the notification will be provided to Council for review.

NAL

A handwritten signature in blue ink, appearing to be "NAL" or similar, located at the bottom right of the page.

This Subdivision Development Notice Policy are adopted by Resolution of Council, this 7th day of November, 2016.

Resolution No. # 384-16.


Ralph Tapper
Mayor


N. Dawn Chaplin
Chief Administrative Officer / Town Clerk

REVISION HISTORY:

Revision:	Author:	Change Made:	Date