

Town of Truro – Policy & Procedure Manual

Subject: Receive and Process Planning Applications Policy
Policy Number: P160-006
Approval Date: April 4, 2005
Departments: Planning Department

PLANNING APPLICATION REFERRALS

The following is a policy to reflect Council's recent direction to have Staff and PAC receive and process planning applications (ie. Rezoning, LUB amendments, development agreements) without requiring a referral by Council.

POLICY STATEMENT

It is the policy of the Planning and Development Department to receive and process planning applications in a timely and efficient manner while giving due consideration to the interests of the applicant, the Town and residents of Truro.

PURPOSE

The purpose of this policy is to establish a referral system for planning applications (ie. Rezoning, LUB amendments, development agreements)

PROCESS

Planning staff will receive applications and determine referral process as follows:

Municipal Planning Strategy Amendments – received by Planning and Development and referred directly to Council for consideration. If Council determines an amendment warrants further consideration it shall be forwarded to the Planning Advisory Committee and Planning Staff for study and recommendation to Council.

Land Use By-law Amendments/Rezoning – received by Planning and Development and referred directly to the Planning Advisory Committee for recommendation to Council. Council will be advised of all Land Use By-law amendment/Rezoning applications received at their next regular meeting.

Development Agreements – received by Planning and Development and referred directly to Town Planning Advisory Committee for recommendation to Council. Council will be advised of all development agreement applications received at their next regular meeting.