Revised: July 2018



Department of Community Development - Planning Division

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DEVELOPMENT INFORMATION BULLETIN

MUNICIPAL PLAN AMENDMENT PROCESS

This is one in a series of Development Information Bulletins prepared to assist Property Owners and Developers to undertake specific types of development in the City of Mount Pearl. For further information on other Bulletins available in the series please contact the Department of Community Development.

THE MUNICIPAL PLAN AND DEVELOPMENT REGULATIONS

The growth and management of the City is guided by the Mount Pearl Municipal Plan, which contains the overall goals, objectives, policies, and land use map to direct and guide growth within the City's planning area.

The Municipal Plan is not a static document but responds to changes in growth and development of the City. The Urban and Rural Planning Act outlines a process whereby a municipal plan can be amended in a comprehensive and orderly manner. An amendment to a municipal plan can take the form of an amendment to the text (ie goals, objectives, policies etc.), or a change to the future land use plan (a land use redesignation) or both. In most circumstances, a municipal plan amendment is accompanied by a change to the Development Regulations which implements the municipal plan amendment by outlining specific regulations relating to the use and development of land consistent with municipal plan policy.

There is no appeal of a Council's decision to proceed or not to proceed with a municipal plan or development regulation amendment.

The figure on the attached page outlines the process required to amend the Municipal Plan and a corresponding amendment to the Development Regulations of the City of Mount Pearl.

FURTHER INFORMATION

Any person who wishes information on the Municipal Plan Amendment Process should contact the Department of Community Development, Mount Pearl City Hall, 3 Centennial Street, Mount Pearl, NL, Telephone (709)748-1017/1022, Fax (709)748-1111, or Email at planning@mountpearl.ca.

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MUNICIPAL PLAN AMENDMENT PROCESS

PRE-APPLICATION CONSULTATION APPLICATION & FEES SUBMITTED **TECHNICAL CITY REVIEW** Staff Research, Referrals, and Review Council Directive to Proceed with amendment process NOTICE OF MOTION AT COUNCIL MEETING NOTIFICATION OF BRIEFING SESSION Newspaper Advertisement, Website Posting, Mail-out to surrounding property owners PUBLIC BRIEFING SESSION Public Notice Period Briefing or Public Information Session held by Council Report of the Briefing Session Prepared PROVINCIAL REVIEW If adopted, then the amendment is reviewed by Department of Municipal Affairs COUNCIL ADOPTION OF AMENDMENT NOTIFICATION OF ADOPTION & PUBLIC HEARING PUBLIC HEARING Independent Commissioner presides over Public Hearing Commissioner's Report recommendation to Council COUNCIL APPROVAL OF AMENDMENT Council review of Commissioner's Report DEPARTMENT OF MUNICIPAL AFFAIRS REGISTRATION Amendment Documents to Municipal Affairs for Registration

PUBLICATION OF REGISTRATION

- Registered amendment documents are returned to the City
- City staff publish the notice of registration in the Newfoundland and Labrador Gazette
- Amendments come into Effect when published in the Gazette
- City staff publish the notice of registration in the Newspaper