

#65. TOWN OF LUNENBURG PROCEDURAL POLICY

PUBLIC PARTICIPATION PROGRAM

Council hereby adopts the following Public Participation Program pursuant to Section 204 of the Municipal Government Act (SNS 1988 Chapter 18) to identify opportunities and establish ways and means of seeking the opinions of the public concerning the review, adoption and amendment of Municipal Planning Strategies, Land Use By-laws, Subdivision By-laws and Development Agreements:

1. A notice advising of each Planning Advisory Committee Meeting shall be posted at the Town Hall prior to the meeting and through such other means as determined from time to time, e.g., Town website, social media, newspaper, etc.
2. Under the authority of section 221 of the Municipal Government Act, the Land Use By-law shall specify the class or classes of By-law amendments, development agreements or development agreement amendments that require notification of affected property owners and posting of a notification sign on the affected property.
3. Before holding any public hearing under the authority of Section 206 of the MGA, Council shall ensure that the Planning Advisory Committee or qualified staff members conduct one or more public information meetings which are advertised in a local newspaper at least four days in advance, and by a notice posted at the Town Hall. The Planner shall notify by mail affected property owners whose property lies within 30 metres (98 ft.) of a property which is the subject of a proposed amendment, development agreement or any amendment to a development agreement of the scheduled public information meeting.
4. Council may conduct opinion surveys, request written briefs or submissions, hold public meetings, or use any other appropriate means of seeking the views and opinions of residents and ratepayers.
5. Council shall make every reasonable effort to seek the opinions of the public on all matters relevant to planning, and shall reserve time for commentary, questions or presentations by the public on planning matters in all Planning Advisory Committee meetings and Council meetings.
6. Council shall provide public access to all reports, studies, maps, air photographs and other materials that are relevant to planning, and where it is feasible, provide copies of such material for distribution, purchase or loan.