

## **Town of Berwick Planning and Development Control Services**

### **Land Use By-law Amendments and/or Development Agreement Process**

1. Application received and reviewed for completeness
2. Proposal Reviewed by PAC to determine whether to consider application
3. Technical Report and review by PAC
4. Preparation of report and recommendation by PAC for Council
5. First Reading of By-Law Amending the Land Use By-law and establishment of date for formal public hearing
6. Publication of Notice of Public Hearing – published twice with the first notice being at least 14 days before the hearing date
7. Formal Public Hearing by Council
8. Second Reading and vote by Council, majority vote required for adoption
9. 1 Certified Copy of documents together with Affidavit by CAO forwarded to the Provincial Director of Planning for review
10. Notice Published confirming approval and identifying right of appeal, copy of notice forwarded to adjacent Municipality
11. Amendment comes into effect upon expiry of appeal