



Development Procedure Policy

Policy #:

Subject: development application review and approval procedures

Effective Date: July 5, 2005

Adopted by Council: July 4, 2005

Administered by: Development Services

Reason

The City of Prince George has, by bylaw, established development procedures that enable owners of land to apply for an amendment to the Official Community Plan, Zoning Bylaw, and bylaws enacting land use contracts, as well as for applications for the issue of development permits, development variance permits, and temporary commercial and industrial use permits. This policy addresses development procedures that are not enacted by bylaw. This policy does not fetter the decision-making discretion of Council, but does provide some guidance to assist with the consistent review of development applications.

Policy

- 1) Where Council considers an application that the Development Services Department does not support, that applicant shall be given an opportunity to submit written comments outlining the merits of their proposal and the reasons the application should proceed to a Public Hearing. The written comments are to be included in the Council Meeting Agenda, attached to the Department's report for that application. Therefore, prior to a public hearing an applicant may provide a written submission, but will not be afforded the opportunity to be heard. However, the applicant will have the opportunity to make a presentation to Council at a Public Hearing, should Council forward the amending bylaw to a Public Hearing.
- 2) If an applicant submits a proposal for Council's consideration that is different from the proposal that was reviewed by the Development Services Department, Council shall table the bylaw until such time as the Director reviews the alternative proposal and provides an updated report for Council's consideration.