

TOWN OF STRATFORD - COUNCIL POLICY			
Name:	Notice of Decision	Policy Number:	2007-PH-01
Committee:	Planning and Heritage	Approval Date:	December 12, 2007

1. Purpose

On December 15, 2006, the Legislative Assembly of Prince Edward Island assented Bill No. 17 as an amendment to the Provincial Planning Act. According to this new amendment, the Minister and the municipal councils are required to provide public notices of the decisions made within a certain period of time, and to post the notices at a common place accessible to the public.

The Planning and Heritage Committee has been assigned responsibility to apply this new planning act amendment in the planning operations of the Town. Accordingly, to increase public consultation, the Committee has developed and approved this Notice of Decision Policy.

2. Application

When the Town makes a decision of a type described in this policy:

1. The Council shall, within seven days of the date the decision is made, cause a written notice of the decision to be posted:
 - a) on the Town’s internet website accessible to the public, or the provincial website designed for this purpose; and
 - b) on the Town Centre information board, which is accessible to the public during business hours.

2. A notice of a decision that is required to be posted shall contain:
 - a) a description of the land that is the subject of the decision;
 - b) a description of the nature of the application in respect of which the decision is made;
 - c) the date of the decision;
 - d) the date on which the right to appeal expires; and
 - e) the phone number of a person or an office which the public may obtain more information about the decision.

3. Notice is required for decisions made:
 - a) in respect of an application by the person, or any other person, under a bylaw for:
 - i) a building, development or occupancy permit;
 - ii) preliminary approval of a subdivision;
 - iii) final approval of a subdivision; or
 - b) to adopted an amendment to the zoning and subdivision control bylaw, including:
 - i) an amendment to a zoning map established in a bylaw, or
 - ii) an amendment to the text of a bylaw.

4. Residents shall be advised of this policy at least once each year in the Town Newsletter or an advertisement in a paper with general circulation in the area.