



# A Planning Primer

for Residents & Businesses

December 2017

"Cities have the capability of providing something for everybody, only because, and only when, they are created by everybody."

— Jane Jacobs

## Introduction

Communities are always changing; the way in which they change, and the degree to which citizens direct that change is very much impacted by the land use and community planning processes.

We hope this Planning Primer helps you understand why and how change occurs in Morinville, and provides you with information on how you can get involved and have your voice heard in the process.

## Acronyms

Statutory documents (as the Municipal Government Act defines them) often have long names, so they're referred to by their acronyms. The shortened versions are used throughout this document.

#### **ARP**

#### **Area Redevelopment Plan**

A plan for rehabilitating or preserving an existing neighbourhood or area. It is generally prepared for older residential areas, but can also be prepared for commercial, industrial or mixed use areas. It could include policy guidelines for: land use, density, transportation, servicing, parks, recreational activities, commercial activities, sequence of development, design standards, etc.

#### ASP '

#### **Area Structure Plan**

A plan for turning undeveloped areas into new neighbourhoods. It could include policy guidelines for: land use, density, transportation, servicing, parks, recreational activities, commercial activities, sequence of development, design standards, etc.

## **IDP**

#### **Intermunicipal Development Plan**

A plan developed jointly by two or more municipalities to address future use and development on lands of mutual interest, most often the lands surrounding urban municipalities. An IDP usually contains policies and agreements regarding a variety of intermunicipal issues. A full review of an IDP should be undertaken every 5-10 years.

#### **LUB**

#### **Land Use Bylaw**

This document of rules and regulations, required by the Municipal Government Act, outlines different categories of land uses throughout the municipality called land use districts. Only specific compatible uses and activities are permitted in a given district. Each district has standards for lot size, building type and height, building setbacks, site coverage, densities, parking, landscaping and signage. These standards provide for the amenity and safety of the area, and keep the location and form of physical development consistent. Changing the district applied to a parcel of land is called redistricting though often referred to as rezoning.

#### **MDP**

#### **Municipal Development Plan**

All municipalities are required by the Municipal Government Act to adopt a municipal development plan. It sets out the goals and policies for all aspects of the municipality's development. Policy areas include: population and growth management; housing and neighbourhood design; economic activities and development; parks, recreation and schools; environmental management; transportation and infrastructure; social, health and protective services and intermunicipal and regional cooperation and planning. A full review of the MDP should be undertaken every 5-10 years.

#### **MGA**

#### **Municipal Government Act**

The provincial legislation that governs everything municipalities do, including planning and development. Note that the MGA establishes a hierarchy of statutory plans in the event of conflict or inconsistency: IDPs prevail over MDPs and ASPs/ARPs, and MDPs prevail over ASPs/ARPs.

## **Public Involvement**

There are a number of different ways you can get involved in the planning process.

#### Public Hearing

Held during a Council meeting, a public hearing is required for all proposed bylaws that adopt or amend a statutory plan or the LUB. Any person or groups of people affected by the proposed bylaw may speak to the issue at the Public Hearing. Public Hearings are usually held in Council chambers. The length of time given to speak is determined by Council.

#### Public Notification

The municipality is required to notify nearby residents of proposed subdivisions, certain types of development decisions, and Public Hearings for bylaws related to statutory plans and the LUB.

Notices will be mailed or delivered directly to landowners adjacent to or affected by a development or subdivision application or bylaw. Also, check for notices posted on the website at www.morinville.ca/planningnews.

Additionally, notices of public hearings will be advertised in a local newspaper.

#### **Appeal**

Although not all decisions made in relation to a subdivision or development permit application may be appealed to the Subdivision and Development Appeal Board, many decisions can be appealed. There are some restrictions as to who can file an appeal in relation to a subdivision application.

#### Public Meeting

A formal presentation by the group developing the project on the issues and options (developer, municipality or landowner). Members of the public may ask questions publicly and the proceedings are recorded in minutes. The purpose is to gather information from the public about the issues and options around a particular proposal. This is usually held earlier in the process to help the organizer gather public input and feedback on issues or options as plans are being developed.

#### **Open House**

An informal session with displays or other information available for participants to review. Organizers are available to answer questions the public may have. A feedback form or survey is often used to record public comment. This is generally held later in the process to inform the public of a proposal, including how feedback from earlier consultation was incorporated into it.

# Planning 101

## What is community planning?

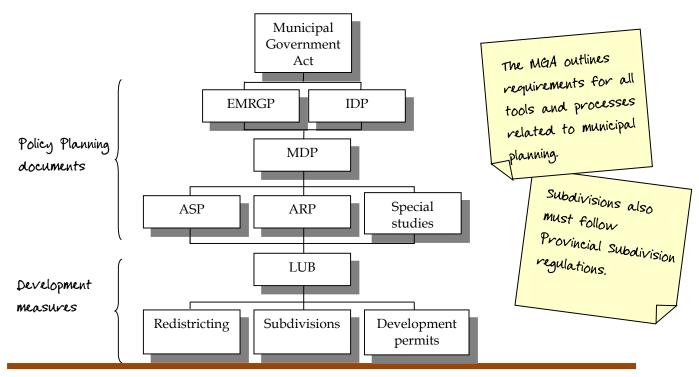
Decisions are made every day that impact land use in a community. They are made by public officials, developers, real estate interests, businesspeople, church and school boards, private individuals or other levels of government. These decisions eventually evolve into a pattern of community growth: they become manifest or ultimately become expressed on land. Planning provides a unifying framework for community decisions, pulling all interests together and minimizing the negative impacts of these decisions on commerce, population, education, housing, streets and roads, services and facilities.

Community planning involves looking five, twenty, thirty and even fifty to seventy-five years into the future to anticipate how a municipality will function, how it will look as it develops or redevelops in the future, and the consequences of current trends and land use decisions. It also considers the many systems found in and their relationship with land use, such as transportation, the economy, the environment, urban design, physical facilities, culture and politics, all of which contribute to a community's quality of life.

The key goals of land use and community planning are: one, to shape the physical environment of a community; two, to facilitate the improvement of quality of life for citizens; and, three to direct change in a manner that is efficient, practical, effective and beautiful.

## How do municipalities plan?

Planners in Alberta use a number of different tools to help guide their recommendations, primarily policy planning documents and development measures. Certain areas are governed by regional planning documents: Morinville is a member of the Edmonton Metropolitan Region Board and is governed by the Edmonton Metropolitan Region Growth Plan (EMRGP). Local statutory plans help the municipal planning processes run clearly and smoothly.



## Who does planning for a community?

The professional planners and development officers in the Planning & Economic Development Department are the ones who "do planning" for Morinville. You'll find them on the second floor of St. Germain Place. There are three key areas they work on:

Long-range/policy

MDPs, IDPs, special studies, and policy development

planning

**Current planning** ASPs, ARPs, redistricting, and subdivisions

**Development** Development permits

Other departments also take part in planning activities such as Public Works, Corporate & Financial Services and Community & Protective Services.

Planners need to balance information from research; knowledge of the community; community and stakeholder input; their own training and experience; and the political, economic and social realities of the community when they make recommendations to Council for a decision.

Council makes the final decisions on planning policy by adopting statutory plans and the LUB.

If you have any questions about a planning issue, don't hesitate to call 780.939.4361 or drop by the office on the  $2^{nd}$  floor of St. Germain Place. Morinville's planners and development officers are very approachable about any land use, planning, subdivision or development issue and would be happy to answer any questions.

## Who does development in Morinville?

Private developers and builders do most of the development in Morinville but private landowners and the municipality also undertake development.

#### Who makes the decisions?

Decisions are made by:

Statutory plans & redistricting, both of

which require bylaws

Subdivision Authority (Planning & Economic

Development staff or Municipal Planning

Commission)

Council

**Development permits**Development Officers and the Municipal Planning

Commission

Appeals related to subdivisions &

development permits

Subdivision and Development Appeal Board

## **Public Consultation**

## What is public consultation?

Council, or a delegated authority of Council, makes the decisions on planning proposals. You are affected by these decisions and have a stake in the outcome of these decisions. It is through public consultation that you are informed, consulted and heard before that decision is made.

The MGA sets out the minimum requirements for public consultation regarding planning and development applications and decisions. Morinville must follow these minimum requirements but often expands the consultation process beyond the minimum standards of the MGA depending on the circumstances.

The level and type of public involvement in the planning and development process is usually commensurate with characteristics of an application. More complex and/or contentious issues will typically require more extensive consultation programs. Routine and relatively innocuous applications will typically require the minimum standards outlined in the MGA.

## Why public consultation?

You, as a member of the community, have knowledge of your community, your neighbourhood, and your streets that is invaluable to planners. You can provide insight into potential problems or concerns as well as help us understand your community's goals and aspirations.

We know it can be frustrating because it can seem like projects are being pushed through. The required forms of public consultation such as limited notification periods or even public hearings are not the best forums for two-way discussions. It makes it hard to have real meaningful discussions on every proposal. We're hoping this manual will help you better understand the process and how best to be heard and get your questions answered.

## Who initiates public consultation?

Depending on the proposal, it could be a developer, landowner or the municipality (initiated by Council or the administration).

#### Assignment: making the most of your input

Be proactive Get involved as early in the process as you can. Did you hear a rumour

about something in your neighbourhood? Check with Planning & Economic Development to see if it is true and, if so, how you can provide input.

Get organized Are there other people who have similar concerns to yours? work together.

It's an opportunity to meet your neighbours and come together for your

community.

Do your research Gather information on the issue; make sure you understand what it's all

about. Sometimes well—meaning people provide misinformation to further their views. What are the regulations and plans? Does the proposal meet their requirements? If you make a suggestion, is it realistic and possible that it

could be done?

Contact the Planning & Economic Development Department. The staff there

would be happy to discuss concerns you have or help you understand how to

have your voice heard in the process.

Be thorough/Follow

through

Look for multiple avenues to get your message across. Tailor your message to the audience or decision maker. Listen to what others have to say.

wait until the end of the meeting and hear the decision. Write a letter.

Make a presentation.

Be respectful Landowners are entitled to develop their property in accordance with

municipal regulations. Everyone is entitled to his/her view, and to have the opportunity to present it. Please don't yell, hiss or boo at those who have different views than you, or take out your frustrations on Morinville staff, landowners or Council. Civility is important and will always prove to be more

effective in being heard.

Focus on issue & facts

and be succinct

Steer away from opinions and personal comments. Pick your focus and stay with it. Don't bring up every concern you have about the neighbourhood,

developer, or Administration.

Be open, change development is inevitable

- help make it good

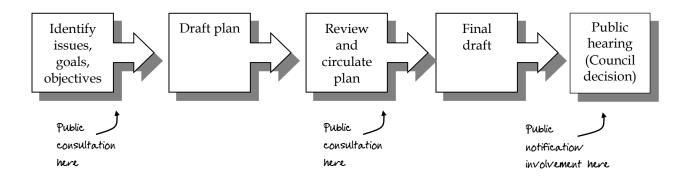
Think about the other side. What's the worst that could happen if the development or proposal went ahead? If there were some adaptations, could it work? If it is going to be approved, how could it be done better?

# **Statutory Plans**

#### What is a statutory Plan?

A statutory plan is one described in the Municipal Government Act (MGA). It includes Intermunicipal Development Plans (IDPs), Municipal Development Plans (MDPs), Area Structure Plans (ASPs), and Area Redevelopment Plans (ARPs).

### How is a plan developed?



### Who Develops Plans?

The municipality initiates IDPs and MDPs, and their reviews or updates. The work may be done by staff or a hired consultant. The municipality, or occasionally a community/developer, initiates ARPs. The work may be done by staff or a hired consultant.

Developers for the most part prepare ASPs. They are reviewed by the Planning & Economic Development Department for comment and recommendation to Council, who will ultimately adopt the ASP by bylaw.

The municipality, a developer or a citizen may initiate an amendment to plans.

Council has final approval of any plan or amendment.

### Why develop a Plan?

The MGA requires Morinville to have an MDP. Plans provide a framework for future development of land. While they are not written in stone, they provide the municipality and residents with a 'roadmap' for development.

For amendments to plans, the public consultation may be optional based on the nature of the changes.

It is up to the discretion of staff andor council.

Plan development may require more involved public consultation, especially MDPs and ARPs, if it is a full review or development of a new plan.

### **Planning speak**

A **Public Hearing** is held before Council for proposed bylaws. Any person or group affected by the proposed bylaw or resolution may make a presentation to Council. The MGA requires Public Hearings for plan approval or amendment.

Refer to the Acronyms section above for a definition of each type of plan and the MGA.

#### Getting involved - statutory plans

#### Find out about statutory plans

- \* All the existing plans are available on Morinville's website. The MDP is located at <a href="https://www.morinville.ca.mdp">www.morinville.ca.mdp</a> and ASPs are located at <a href="https://www.morinville.ca.mdp">www.morinville.ca.mdp</a> and <a href="https://www.morinville.ca.mdp">www.morinville.ca.mdp</a> are located at <a href="https://www.morinville.ca.mdp">www.morinville.ca.mdp</a> are was a supplementation of the supplementat
- \* For MDP development, extensive information will be made available through the local media or other means. Read the paper and check the website. Notices of a public hearing for a plan amendment must be advertised in the local paper for at least two weeks beforehand.
- \* For ASP development or amendment, watch for notices in the paper, information mailed directly to you or signs on the property.
- \* For ARP development, residents of the area will likely be directly notified and invited to participate.
- \* Call the Planning & Economic Development Department, 780.939.4361.

#### Gathering information & having your say

- \* Attend a public meeting or open house. This is a good opportunity for two way discussion. Take the opportunity to ask questions and get answers.
- \* Call the Planning & Economic Development Department, 780.939.4361. They are happy to answer your questions.
- \* Do some research on the Internet or at the library about similar proposals and their impact in this or another town.
- \* write a letter or send an email to the Planning & Economic Development Department or to Council. Stick to the issue at hand and focus on facts, not opinions.
- \* Make a presentation at the Public Hearing. Prepare it ahead of time, keep it brief, stick to the issue at hand and focus on facts, not opinions. Preregister to speak before Council with the Legislative Officer, 780.939.4361.

#### <u>Motes</u>

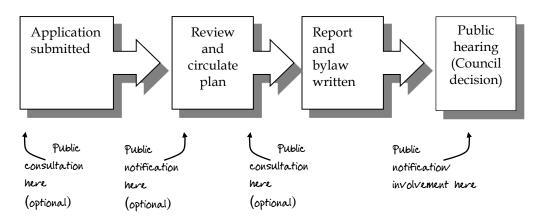
\* For MDP or ARP development, there are generally more opportunities for residents to get involved through additional methods such as focus groups or surveys or other methods to help identify key issues and elements of the plan. Get involved early, be prepared to share your ideas but also listen respectfully to others.

# Redistricting

## What is redistricting?

Redistricting is the process of changing the land use district that applies to a particular parcel of land. It is sometimes called rezoning.

#### How is land redistricted?



## Who initiates redistricting?

Morinville (Council, Municipal Planning Commission, Planning & Economic Development staff), a landowner, or a developer initiates a redistricting, depending on the project.

#### Why redistrict land?

The MGA requires Morinville to have a Land Use Bylaw (LUB) that outlines different categories of land uses throughout the municipality. Under the LUB, only certain compatible uses and activities are provided for in a given area.

Communities continue to change and evolve over time. Sometimes it is feasible for the use of a parcel of land to change.

### **Planning speak**

Refer to the **Acronyms** section above for a definition of the LUB and the MGA.

**Land Use Districts** are specific geographic areas or districts in a community that have specific regulations and requirements governing the use, placement and size of land



Morinville IO

and buildings. In Morinville, these are primarily residential, commercial, industrial/business park, institutional and park/open space.

A **Public Hearing** is held before Council for proposed bylaws. Any person or groups of people affected by the proposed bylaw or resolution may make a presentation to Council. The MGA requires Public Hearings for redistricting.

#### Getting involved - redistricting

#### Find out about redistricting proposals

- \* watch for notices; if you own property or live adjacent to or near the site being redistricted, you will get a notice in the mail.
- \* Read the paper and check the website at <u>www.morinville.ca.planningnews</u>. Notices of a public hearing for a redistricting may also be advertised in the local newspaper for at least two weeks beforehand.
- \* Signs may be posted on the property indicating a redistricting is proposed.
- \* Call the Planning & Economic Development Department, 780.939.4361.

#### Gathering information & having your say

- \* Attend a public meeting or open house. This is a good opportunity for two way discussion. Take the opportunity to ask questions and get answers.
- \* Call the Planning & Economic Development Department, 780.939.4361. They are happy to answer your questions.
- \* Research the proposed land use district and determine if any of the land uses or regulations cause you any concern. This is found in the LUB at <a href="https://www.morinville.ca/lub">www.morinville.ca/lub</a>
- \* Do some research on the internet or at the library about similar proposals and their impact in this or in another town.
- \* write a letter or send an email to the Planning & Economic Development Department or to Council. Stick to the issue at hand and focus on facts, not opinions.
- \* Make a presentation at the Public Hearing. Prepare it ahead of time, keep it brief, stick to the issue at hand and focus on facts, not opinions. Preregister to speak before Council with the Legislative Officer, 780.939.4361.

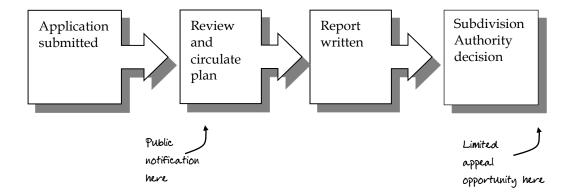
#### <u>Motes</u>

- \* Public meetings and open houses may be held for redistricting applications. It is up to the Director of Planning & Economic Development or Council who decides based on the nature of the redistricting and its proximity to other uses.
- \* A Direct Control District is a unique land use district, with the uses and regulations specific to that site. Council makes the decision on the details of this particular land use including public consultation opportunities.

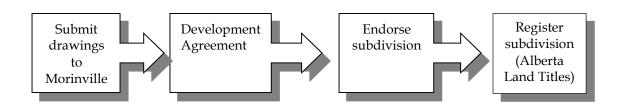
## Subdivision

### What is subdivision?

A subdivision is the process of dividing a parcel of land into two or more parcels so each will have its own legal title. A subdivision approval can sometimes require an accompanying redistricting application which means an amendment to the Morinville Land Use Bylaw (e.g. if a change in land use is being proposed).



## What is the process after subdivision approval?



### Who subdivides land?

The municipality, landowner or a developer can initiate a subdivision.

## **Planning Speak**

A **Development Agreement** between Morinville and a developer/landowner outlines details about the intended process for development including schedules, engineered plans and drawings, cost estimates, servicing, financial implications, fees and how various municipal requirements will be met.

In Morinville, the
Subdivision Approving
Authority is Planning &
Economic Development
staff or the Municipal
Planning Commission.

A subdivision can only be appealed by the applicant, a government department or a school board.

The **Subdivision Authority** is the body or person(s) determined by Council through bylaw that will have the authority to make decisions about subdivisions on behalf of the municipality.

**Subdivision Endorsement** is the final review by the municipality to ensure the accuracy of the subdivision plan and all related documents, municipal land reserves and provide the final seal and signature needed to register the subdivision.

#### <u>Getting involved</u> — subdivisions

#### Find out about subdivision proposals

- \* watch for notices. If you own property or live adjacent to or near a site being subdivided, you may get a notice in the mail of an application.
- \* Read the paper and check the website at <u>www.morinville.caplanningnews</u>. Notices of proposed subdivision may be advertised for at least two weeks before a decision is made on the application.
- \* Signs may be posted on the property indicating a subdivision is proposed.
- \* Call the Planning & Economic Development Department, 780.939.4361.

#### Gathering information & having your say

- \* Call the Planning & Economic Development Department, 780.939.4361. This is a good opportunity for two way discussion, and to find out information about the proposed subdivision.
- \* Do some research on the Internet or at the library about similar proposals and their impact in this or in another town.
- \* Write a letter or send an email to the Planning & Economic Development Department. Stick to the issue at hand and focus on facts, not opinions.

#### Note

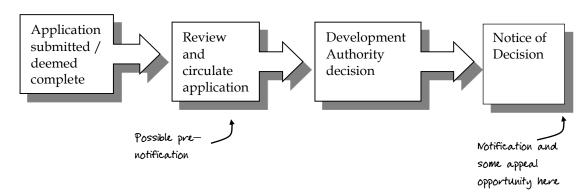
\* As a resident, you do <u>not</u> have the right to appeal a subdivision to the Subdivision and Development Appeal Board. However, you do have the opportunity to bring forward your concerns or suggestions during the initial subdivision review process and make them known to the Subdivision Authority.

## **Development Permits**

### What is a development permit?

Morinville requires a development permit for almost all proposed development including: new buildings; additions, replacement or repair of existing buildings; change in use, or intensity of use, of land or buildings; excavation or stockpiling of soil; or signage on buildings or private land. The LUB outlines the types of development allowed in each land use district, the rules and regulations governing those uses as well as the types of development that do not require a development permit.

#### How do you get a development permit?



## Who needs a development permit?

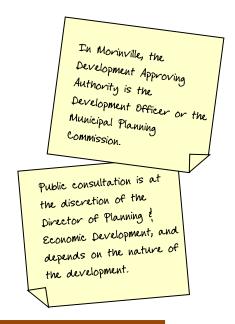
The municipality, any landowner, resident or business owner who is going to undertake a development requiring a development permit under the LUB needs to apply for and obtain a development permit.

#### Why a development permit?

A development permit ensures the development meets all the regulations and rules outlined by the Morinville Land Use Bylaw and informs residents of what can and cannot be developed. Remember that the LUB also outlines what types of development not need a development permit.

#### **Planning speak**

A **permitted use** is any use allowed in a land use district (planners often say "as a matter of right") and subject to the rules and regulations applicable to that district. There is no public consultation for permitted uses and there are no appeals to the Subdivision and Development Appeal Board unless there is a variance of a regulation as part of the approval or the Development Authority can be shown to have misinterpreted the LUB.



A **discretionary use** is a use that may be allowed in a land use district and is subject to the rules and regulations applicable to that district. It is also subject to review by a development officer and the Municipal Planning Commission to determine if the proposed use is compatible with others in that location and will not adversely affect the area. Such uses may not be approved. On occasion, public consultation may be sought in advance of a decision being made. Decisions on discretionary uses can be appealed by the applicant/landowner or adjacent landowners to the Subdivision and Development Appeal Board.

#### Getting involved - development permits

#### Find out about development permit proposals

- \* Check the website at <u>www.morinville.caplanningnews</u>.
- \* watch for notices. You may receive a notice in the mail of a development permit approval if you own property or live adjacent to or near the site.
- \* Signs may be posted on the property indicating a development permit was approved.
- \* Call the Planning & Economic Development Department, 780.939.4361.

#### Gathering information & having your say

- \* Attend a public meeting or open house. This is a good opportunity for two way discussion. Take the opportunity to ask questions and get answers.
- \* Call the Planning & Economic Development Department, 780.939.4361. They are happy to answer your questions.
- \* Do some research on the internet or at the library about similar proposals and their impact in this or another town.
- \* write a letter or send an email to the Planning & Economic Development Department or to Council. Stick to the issue at hand and focus on facts, not opinions.

#### Notes

\* Pre—notification, a public meeting or open house would not often occur in the case of development permits but it may if the Director of Planning & Economic Development or Council, in the case of a Direct Control permit application determines, it is warranted based on the nature of the development permit and neighbouring uses.

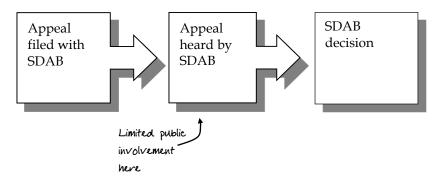
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## **Appeals**

## What is an appeal?

Decisions on subdivisions and certain development permits can be appealed to the Subdivision and Development Appeal Board (SDAB).

#### How do you appeal a decision?



## Who can appeal a decision & why?

Subdivision decisions have limits on who can appeal. Only the applicant, a government department to which the subdivision was referred, or a school board if the application is related to school reserve land, may appeal the decision.

The applicant can appeal a development permit or subdivision if it is refused or if they are not in agreement with conditions attached to the decision.

If a property owner receives a stop order, they may appeal to the SDAB; however, the SDAB can only determine if the stop order was properly issued.

Any resident or group who feels they are impacted by the decision on a discretionary development permit or a variance can appeal.

The decision of the SDAB may be appealed to the Courts but only on a point of law (e.g. was proper appeal procedure followed) or jurisdiction (e.g. did the SDAB have the scope to consider the appeal before them or impose proper conditions as part of the approval).

## **Planning Speak**

Council appoints the **Subdivision & Development Appeal Board (SDAB)** to hear and make decisions on appeals of decisions made by the municipality concerning subdivision or development permit applications.

If SDAB refuses an appeal, a new application for a discretionary use can be resubmitted after six months.

An appeal <u>must</u> be filed by the deadline stated on the notice.

Morinville II

A **stop order** is a notice to a landowner, developer or applicant to stop, remove, replace or take other necessary measures if a land use, subdivision or development is not in accordance with Morinville's planning policies and regulations or the conditions of an approval.

A **variance** is a change to the existing land use regulations. Development Officers have the power to allow a limited variance for certain aspects of a development if they believe it will not negatively affect the neighbourhood or interfere with the use, enjoyment or value of a neighbouring property. The Municipal Planning Commission has broader variance powers under the LUB.

#### Getting involved - appeals

#### Making an appeal

- \* Fill out and file an appeal form and pay the required appeal application fee within the prescribed time period stated on the notice of the decision of the Subdivision Authority or Development Authority. This is done through the SDAB Clerk on the 2<sup>nd</sup> floor of St. Germain Place.
- \* Adjacent landowners are notified of the SDAB hearing date, time and location. A notice is also posted on the website at <a href="https://www.morinville.caplanningnews">www.morinville.caplanningnews</a>.
- \* The appeal is heard at a meeting of the SDAB.
- \* The person making the appeal, the appellant, will make a presentation to the SDAB after the Development Officer or Planner. The person proposing the subdivision or development will then make their presentation followed by all other interested parties the SDAB recognizes and allows to present.

#### In your presentation

- \* Visit <u>www.morinville.ca/sdab</u> for tips to prepare for an SDAB hearing.
- \* Stick to planning related issues. That is the only evidence SDAB can base their decision on. Each case is decided on its own merits and the SDAB is not bound by precedent i.e.: just because something was decided in a certain way in the past does not mean it will be decided the same way again.
- \* Do your research ahead of time, be brief and to the point.

#### <u>Notes</u>

- \* Once an appeal has been filed and until the decision from that appeal is final, it is very important to note that any work on the development or subdivision carried out is done entirely at the applicant's own risk.
- \* while you may hear the decision at the meeting, it is not official until it is written out and signed by an authorized person (either SDAB Chair or Clerk). Only after that will permits or subdivision approvals be released.

# Special Development

#### **Direct Control Districts**

A Direct Control District is a land use district that Council decides warrants a custom-made, site-specific land use district. This is generally used if there are specific features of a site or a project that would require unique rules and guidelines. It might be based on an existing land use district, with some changes, or it could have its own rules and guidelines.

Council makes the final decision about the creation and any future development of Direct Control Districts.

A direct control district follows the same process as a regular redistricting including a Public Hearing.

## **Siting telecommunication structures**

Industry Canada, a federal government department, provides permits for any wireless communication towers or facilities. Before the federal government provides such a permit, the telecommunications company has to provide a letter from the municipality saying they support the proposed location.

Before providing such a letter, the company may be required to undertake a public consultation. The telecommunications company is responsible for contacting the public and letting them know about their proposal.

Ultimately, the decision on whether to approve communication structures lies with Industry Canada.

## **Home-based businesses (Home Occupations)**

When a development permit application is received for a major home-based business, the applicant may be advised to contact their neighbours, or the Development Authority might send them a letter before making a decision, to provide them with information on the proposed business and its impact and to solicit their feedback.

#### Low-density infill development

When an application is made for a new home, multi-family project, or major renovation in the downtown *Cœur de Morinville* neighbourhood, the applicant will be advised to contact their neighbours to provide them with information on the proposed development and its impact and to solicit their support. You, as a neighbour, might ask for elevation drawings of the proposed development. Visit www.morinville.ca/coeur for more information.

### **Road Closures**

Sometimes the municipality may instigate permanent closure of a road. This is generally done if an undeveloped road allowance is no longer required, or if new development will include a replacement for an existing road. It often happens at the same time as a subdivision and/or redistricting.

Nearby landowners are notified of a proposed road closure bylaw and its public hearing.

If you would like additional copies of this document, contact Planning & Economic Development at 780.939.7857 or come see us on the second floor of St. Germain Place.

This and other documents are also available on our website: <a href="https://www.morinville.ca/planning">www.morinville.ca/planning</a>



{Please note this document is for information purposes only and may be periodically updated. This document does not necessarily reflect the legal documents and cannot be used as an official interpretation of legislation, statutes, bylaws, regulations, and statutory plans in effect.}

#### A Planning Primer for Residents & Businesses December 2017



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