

LUB Amendment Process

What is a LUB amendment?



Land Use Bylaw (LUB) Amendment



Application & Information Brochure

Municipality of the County of Kings

A Land Use Bylaw amendment is a change to the Land Use Bylaw. This bylaw is the document that contains zoning and land use regulations for the development of land.

Amendments can take two forms:

Map Changes (Rezoning)

Kings County is divided into different areas or 'zones'. Each zone permits certain uses and contains regulations for the development of land. In certain situations, the public can apply to change a parcel from one zone to another.

Text Changes

The public can apply for changes in the text of the document.

Other Important Information

- Amendments to the LUB generally take approximately 4 to 6 months to complete.
- Council has the authority to approve or deny any amendment request.
- All decisions of Council may be appealed to the Utility & Review Board.
- All applicants are strongly encouraged to contact a Planner to discuss their application before applying. Planners will work with you throughout the process so that you understand the steps in a LUB amendment, and that you are kept up to date on the progress of your application.

For More Information

Municipality of the County of Kings
 Community Development Services
 P.O. Box 100
 Kentville, N.S., B4N 3W3
 Email: planning@county.kings.ns.ca
 Website: www.county.kings.ns.ca

Phone: (902) 690-6139
 Fax: (902) 679-0911
 Last Update: Aug. 2004

*New Minas Area Advisory Committee (if necessary)

What is the New Minas Area Advisory Committee (NMAAC)?
 If the application is related to New Minas, the New Minas Area Advisory Committee considers it first, and makes a recommendation to PAC.

What is a Public Hearing?
 The Public Hearing occurs after First Reading and gives an opportunity to any interested party to express their views directly to Council on the amendments.

An Appeal Period?
 Any aggrieved member of the public can appeal a decision of Council within 14 days to the Nova Scotia Utility and Review Board. The public is notified of Council's decision through ads in local newspapers.

Complete Application Received

Staff Review*

Planning Advisory Committee (PAC)

First Reading

Public Hearing

Second Reading

14 Day Appeal Period

Public Information Meeting (PIM) (if necessary)

What is the Planning Advisory Committee?

A committee of Council that reviews all LUB applications and ultimately makes a recommendation to Council whether or not to approve or reject the application.

What is a PIM?

A meeting where the public can get information about an application & ask questions directly to the applicant.

What is First & Second Reading?

First Reading is when Council first reviews and votes on the amendment.

Second Reading is when Council gives final decision on the amendment.

Land Use Bylaw (LUB) Application Form

If there are questions concerning any part of this application, contact a Planner for clarification (690-6139).

Applicant Information

Registered Owner of Property

(if not the same as applicant information)

Name: _____

Company Name: _____

Mail Address: _____

Home Phone: _____

Work Phone: _____

Email Address: _____

Civic/Street of Subject Property: _____

Are you the owner of the property? YES NO

Name: _____

Civic Address: _____

Mail Address: _____

Home Phone: _____

Work Phone: _____

Email Address: _____

Checklist

Amendment Request (Office Use)

In order for the Municipality to process your application, the following are required:

- \$500 Application Fee
- \$400 or \$700 Advertising Deposit
- Copy of Deed
- Survey Plan or Equivalent
- If you are not the registered owner, a letter of authorization from owner.
- Other information as requested by Municipal Planner.
- A letter explaining your proposal.

Type of Amendment Text Rezoning

Current Zoning _____

Proposed Zoning (for re-zoning requests only) _____

Do you want the entire parcel re-zoned or a portion? (For re-zoning requests only) _____

How is this property serviced?

Municipal Water Private Septic System

Municipal Sewer Private Well

Agreement & Signature

By submitting this application, I affirm that the facts set forth are true and complete.

Name (Printed): _____

Signature: _____

Date: _____

Explanation

Explain why the amendment is required, the intended use of the property, how the proposal fits in with the LUB, and any other pertinent information to assist the Municipality in reviewing your application. If requesting a text change, provide proposed change in text. (Attach a letter if additional space is required.)

Office Use: Planner: _____ Received: _____ Complete: _____

Councillor: _____ District #: _____ PID: _____