

COMMON COUNCIL REPORT

M&C No.	2025-003
Report Date	January 09, 2025
Meeting Date	January 13, 2025
Service Area	Growth and Community Services

Her Worship Mayor Donna Noade Reardon and Members of Common Council

SUBJECT: Rescheduling of a Public Hearing Date for a Zoning By-Law Amendment Regarding the Refunding of Application Fees

AUTHORIZATION

Primary Author	Commissioner/Dept. Head	Chief Administrative Officer
Jennifer Kirchner	Amy Poffenroth/ Pankaj Nalavde	J. Brent McGovern

RECOMMENDATION

RESOLVED That Common Council schedule a public hearing on Monday, January 27, 2025 at 6:30 p.m. for:

Zoning By-Law Text Amendments

Submitted by	City of Saint John
For	Amendments to the Zoning By-Law related to the refunding of application fees.

Location: Council Chamber, City Hall 2nd floor, 15 Market Square, Saint John, NB.

EXECUTIVE SUMMARY

The purpose of this report is to advise Common Council of the need to reschedule the proposed Public Hearing date for the Zoning By-law Text Amendment. At the November 25, 2024 meeting of Common Council, a Public Hearing was scheduled for Monday, January 13, 2025. Due to challenges in the Public Notice advertising on the City of Saint John’s website, a new public hearing date is proposed for Monday, January 27, 2025.

PREVIOUS RESOLUTION

At its meeting of August 3, 2004, Common Council resolved that:

1. *the Commissioner of Planning and Development receive all applications for amendments to the Zoning By-law and Section 39 [now referred as section 59] resolutions/agreements and proceed to prepare the required advertisements; and*
2. *when applications are received a report will be prepared recommending the appropriate resolution setting the time and place for public hearings*

and be referred to the Planning Advisory Committee as required by the Community Planning Act.

At its meeting of November 25, 2024, Common Council resolved that:
a public hearing is scheduled on Monday, January 13, 2025 at 6:30 p.m. for:

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REPORT

In response to the motion above, this report indicates that a new Public Hearing date be scheduled for the proposed Zoning By-Law Text Amendment due to staff being unable to upload the legislatively required advertisement on the City’s website. There is no cost implication associated with the rescheduling of the Public Hearing, and the application has already been reviewed and considered by the Planning Advisory Committee as part of the legislative requirements.

Details of the application are available in the Office of the City Clerk and will form part of the documentation at the public hearing.

Name of Applicant	Proposed Amendment	Reason
City of Saint John	Amendments to the Zoning By-Law related to the refunding of application fees.	To delegate the refunding of planning application fees to administration, based on established refund criteria.

While the holding of public hearings for proposed Zoning By-law amendments is a legislative requirement of the *Community Planning Act*, it is also a key component of a clear and consistent land development processes envisioned in the One Stop Development Shop Program. These processes provide transparency and predictability for the development community and City residents.

STRATEGIC ALIGNMENT

The proposed Zoning By-Law Amendment falls within the Council Priority of “Perform”. The proposed amendment aligns with the “Core Service Delivery” objective to “enhance the customer service experience and response including the timely and consistent communication on service expectations.”

SERVICE AND FINANCIAL OUTCOMES

The rescheduling of the public hearing will ensure that the proposed by-law amendment meets the legislative requirements as mandated by the *Community Planning Act* including the required Public Notification of the Public Hearing.

INPUT FROM OTHER SERVICE AREAS AND STAKEHOLDERS

NA

ATTACHMENTS

None