



## Amendments to the Zoning By-law

Procedures for amending the zoning by-law are intended primarily to amend the by-law in force so as to allow proposed construction or occupancies. The review procedure is described in the *Act respecting land use planning and development*. The amending procedure is generally subject to approval by way of referendum by local residents.

### Objective

The objective of the zoning by-law amendment procedure is to allow the Borough Council to amend the existing by-law so as to authorize the planned construction, alteration or occupancy of an immovable or any other project that departs from any of the provisions of the borough's Urban Planning By-law. The procedure is generally used for simple amendments with little or no impact.

### Scope of an amendment

Any provision of the Urban Planning By-law may be amended. However, any amendments must conform to the objectives of the Master Plan.

### Evaluation criteria

The application will be evaluated on the basis of the potential impact of the amendment and its conformity with the Master Plan.

### Supporting documents

The following documents must be submitted for review, along with the application:

- duly completed form;
- payment of the fee set in the applicable by-law;
- survey plan of the lot in question;
- copy of the title of ownership;
- copy of the certificate of location of the property in question.

### Public consultation

Generally speaking, the draft by-law is subject to approval by way of referendum.

### Fees

Non-refundable review fees must be paid when the application is filed. For further information relating to fees, you can call 514 **868-4944**.

### Processing time

Processing and review generally take six to nine months from the date the documents are filed and the applicable fees paid.