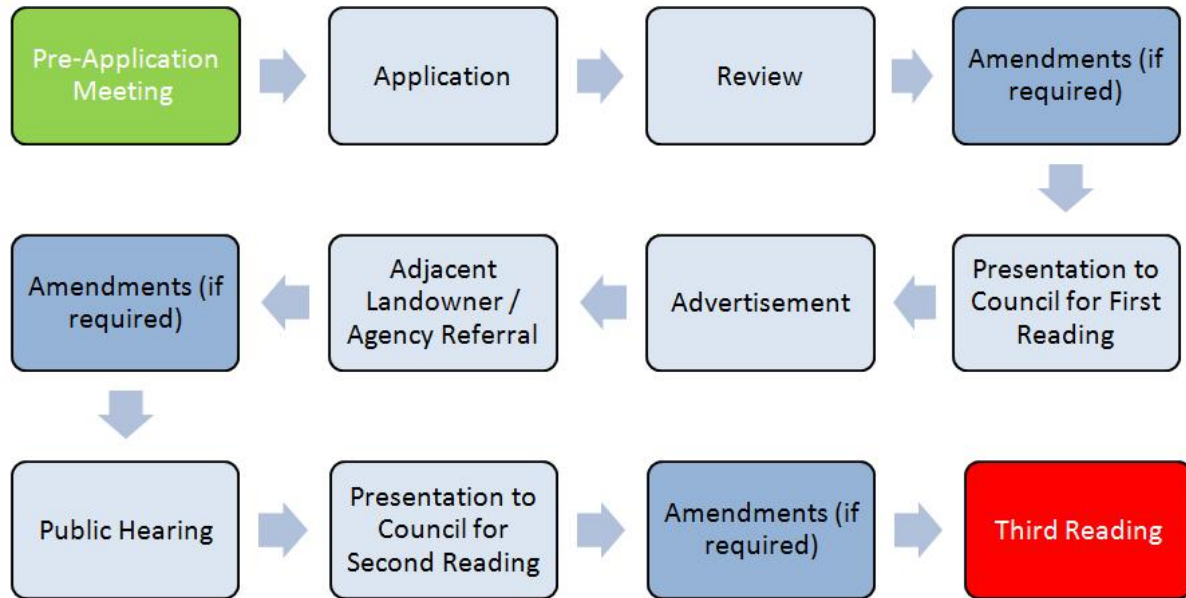


Land Use Bylaw Amendment Process

The flowchart below describes the Town of Sylvan Lake's Land Use Bylaw Amendment process.



Process:

- ☐ Pre-Application Meeting – to determine any issues that may arise from the proposal, and address them before submission.
- ☐ Application – The Applicant prepares and submits the application with the applicable fees as per the current Fee Schedule Bylaw.
- ☐ Review – Administration will review the submission and forward any necessary revisions to the applicant.
 - First Reading – Council's opportunity to view the proposal for consideration, request any changes, schedule a public hearing, or refuse the request outright.
 - Advertisement – Administration is bound by the Municipal Government Act (MGA) to advertise the proposed Bylaw for 2 consecutive weeks in a local newspaper, as well as refer the proposal to adjacent landowners and affected agencies.
 - Public Hearing – Council's opportunity to hear concerns from citizens, agencies and any other party wishing to speak to the issue.
- ☐ Second & Third Reading – If Council is satisfied with the information they have received and with the proposal, they may give Second and Third Reading or they may refuse/deny the request. They may also require further amendments to the document before moving forward to Second and/or Third (and Final) Reading.

The development process implemented by the Town of Sylvan Lake has been built out of the standard protocol legislated by the Municipal Government Act combined with administrative experience and expertise. This system has been devised to ensure all legislative requirements are met, while still enabling one of the friendliest development processes in the region.

If you have any questions, our knowledgeable staff are ready to assist you.