

Have
an
idea

Submit a written
request to
Planning
Services

Committee of the
Whole Review*

Council Review*

Planning Services
Assigned**

Project goes
forward

* Person making request is invited to
make presentation on request
** Pending Project approval by Council



Contact Us:

Mail : Planning Services
PO Box 100
Kentville, N.S.
B4N 3W3

Phone: Planning Services
902/690-6139
or Toll Free
1-800-337-2999

E-mail: planning@county.kings.ns.ca

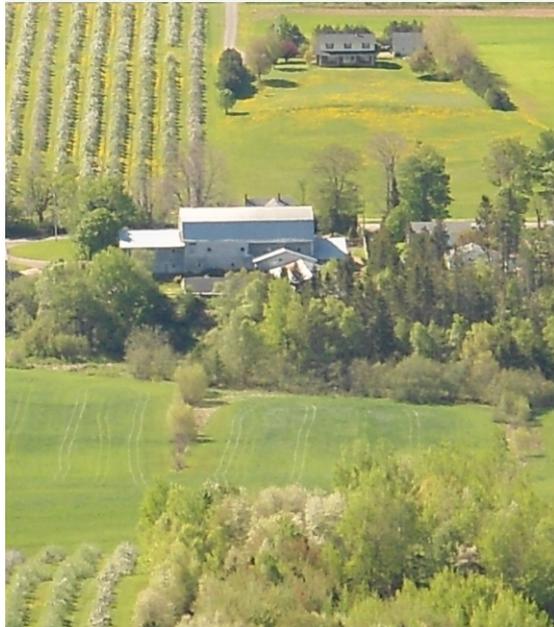
Date: October 2012



Municipality
of the
County of Kings



Planning Services
Semi-Annual Work Plan
Brochure



What is the Semi-Annual Work Plan?

Ideally, every planning issue would be able to be addressed immediately. Unfortunately, this is not possible because there are limits to the Municipality's financial and staff resources. The Semi-Annual Work Plan is the process used by Council to direct Municipal resources to those planning issues that are in most need of action.

As the name indicates, the Semi-Annual Work plan is approved twice a year; once in the spring coinciding with the budget process, and again in the fall.

How can I make sure that Council considers a planning issue?

You can make sure that Council considers taking action about a planning issue that is important to you by making a written request to Planning Services. Council will review all requests received during the preceding six months when making decisions about the projects to include in the Semi-Annual Work Plan. Any group or person who makes a written request is also invited to present their issues/proposal. There are no fees for making a request.

What happens when Council decides to start a planning project that responds to my request?

If, through the Semi-Annual Work Plan, Council activates a planning project to review the issue that is important to you, the first step is for this project to be assigned to a municipal planner. This planner will contact you and ensure that you are kept informed of progress on the project, including meetings dates and reports.

It is important to note that Council's decision to review a planning issue does not mean that they have agreed to change Municipal regulations. Rather, it is a commitment to research the issue, explore options, consult with the public, and ultimately chose a course of action that Council feels is in the best interests of the Municipality.



How long do planning projects usually take to complete?

Once a project is activated through the Semi-Annual Work Plan process, the length of time that a project will take to complete will vary. Controversial or complex projects can take up to three years if subcommittees are formed or if many groups of people need to be consulted. In contrast, minor projects can take as little as six months to complete.

