

3.10.2. Submit any necessary reports/studies; and

3.10.3. Complete any required approvals.

- 3.11. Staff will prepare a technical report for Council's consideration, incorporating feedback received from the referral process, the community and any recommendations from Council Committees.
- 3.12. The applicant is encouraged to attend the Council meeting at which the application will be considered to listen to the proceedings. Delegation requests may be considered by Council in accordance with the Council Policy for Development Application Delegation Requests.
- 3.13. Council will receive the technical report, and if Council decides to proceed with the amendment application, the amending bylaw may be given first and second readings. Council may alternatively decide to postpone or deny the application.
- 3.14. Should the amending bylaw receive first and/or second readings, a public hearing (if required) will be held to permit the public to comment on the application pursuant to the *Local Government Act* and as per Section 8 of this bylaw. Notice(s) of the amending bylaw(s) will be published in a newspaper pursuant to the *Local Government Act*.
- 3.14.1. In accordance with Section 464(2) of the *Local Government Act*, Staff may include a request in the technical report for first and/or second reading of a zoning bylaw amendment for Council to consider waiving the public hearing if the proposed bylaw is consistent with the Official Community Plan.
- 3.15. Following the close of the public hearing, Council may proceed with third reading of the amending bylaw (including the imposition of conditions), postpone or deny the application. Upon third reading, an amendment bylaw may need to be referred to the relevant provincial minister(s) for signature before proceeding to adoption.
- 3.16. Once the applicant has adequately addressed all of the conditions identified at third reading (if any), Council will consider adoption of the bylaw(s).
- 3.17. Once the minutes of the Council resolution have been prepared, the applicant will be notified of the outcome.

### **3. Preparation of Phased Development Agreements**

If a Phased Development Agreement is required, it may be processed concurrently with a Zoning Bylaw Amendment application, and will be substantially processed with the following additional steps:

- 3.1. The applicant will be required to work with Staff to develop a Terms Sheet identifying the basic conditions to be outlined in the Phased Development Agreement. Such conditions include, but are not limited to, the lands affected and intent of the agreement, the term, amenities, features and phasing of the development. Other conditions may be required and will be determined on a site-specific basis.
- 3.2. The applicant will submit the draft Terms Sheet to the City who will refer it to applicable City departments, Council Committees, government ministries, agencies, organizations and the Development Review Committee.
- 3.3. Staff will prepare a technical report to the General Manager of Development Services for consideration of the Terms Sheet. Once the basic conditions in the Terms Sheet have been