

# Town of Portugal Cove-St. Philip's

## Stop Work Order Policy

Pursuant to the authority vested in the Town Council of Portugal Cove- St. Philip's the Town Council has adopted this policy on the 12<sup>th</sup> of September, 2012.

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### **1.0 TITLE**

1.1 This document shall be known and cited as the *Stop Work Order Policy*.

### **2.0 DEFINITIONS**

2.1 “**Council**” shall mean the Town Council of Portugal Cove – St. Philip's.

2.2 “**Town**” shall mean the Town of Portugal Cove – St. Philip's.

### **3.0 POLICY STATEMENT:**

3.1 In order to be compliant with Section 404 of the Municipalities Act, S.N.L. 199, c. M-24, as amended and Sections 102 and 109 of the Urban and Rural Planning Act, S.N.L. 2000, c U-8, as amended, that the Town issue a Stop Work Order Policy.

### **4.0 GENERAL:**

The purpose of this policy is to ensure that land is developed in this Town in accordance with all applicable Municipal, Provincial and Federal laws.

### **5.0 APPLICATION:**

5.1 This policy shall apply to all Stop Work Orders as drafted, issued and authorized by the Town within its municipal boundaries.

### **6.0 POLICY PROCEDURE:**

6.1 The Planning and Development Department shall develop a procedure, which is subject to approval by the Town Manager, for processing a Stop Work Order.

6.2 Council shall designate the positions of employees who are authorized to issue /sign a Stop Work Order on behalf of the Town, namely, the Town Manager, the Town Clerk and/or the head of the Planning Department as designated by Council.

## **7.0 PENALTIES**

7.0 Fees will be charged to the person named in the Stop Work Order in accordance with the tax structure in effect at the time the Stop Work Order is issued.

7.1 Failure to comply with a Stop Work Order may result in Council taking legal action.

## **8.0 REPEALS**

8.1 Stop Work Order Policy adopted February 2, 2010, Motion # 2010-022

## **9.0 AMENDMENTS**

9.1 None.

## **10.0 DATE EFFECTIVE/RESOLUTION**

10.1 Date effective: September 12, 2012 Motion #: 2012-301