



Town of Burin

Business Park Development and Management Policy

POLICY #2026-012

1. Title

This policy may be cited as the **Town of Burin Business Park Development and Management Policy**.

2. Purpose

The purpose of this policy is to establish a fair, transparent, and consistent framework for the planning, sale, development, and management of municipally owned lands designated as the Town of Burin Business Park. This policy is intended to encourage economic growth, attract investment, create employment opportunities, and ensure orderly commercial and light industrial development.

3. Objectives

The objectives of this policy are to:

- Promote sustainable economic development within the Town of Burin.
- Encourage new business investment and expansion of existing businesses.
- Create local employment opportunities.
- Ensure fair and equitable access to available lots.
- Protect municipal infrastructure investments.
- Maintain an attractive and functional business environment.

4. Definitions

Business Park: Municipally designated lands developed for commercial, industrial, service, or mixed business/residential uses.

Applicant: Any person, corporation, partnership, or organization applying to purchase or lease land.

Council: The duly elected Council of the Town of Burin.

Act: Shall mean the Towns and Local Service Districts Act, SNL 2023, T-6.2

Development Agreement: A legal agreement outlining conditions of land sale and development timelines.

5. Permitted Uses

Subject to zoning regulations and Council approval, permitted uses may include:

- Light industrial operations
- Warehousing and storage
- Marine support services
- Retail and wholesale businesses
- Professional and service offices
- Construction and trades businesses
- Tourism-related enterprises
- Other uses approved by Council consistent with municipal planning regulations

Prohibited uses shall include any activity causing undue noise, pollution, hazardous conditions, or conflict with adjacent uses.

6. Application Process

Any person or business wishing to acquire land within the Business Park shall submit a written application to the Town containing:

- Applicant name and business information
- Proposed business activity
- Lot size requirements
- Estimated employment creation
- Proposed building/development plan
- Timeline for construction and operation
- Proof of financing, if requested
- Any additional information required by Council

Applications shall be reviewed by Administration and recommendations forwarded to Council for decision.

7. Sale of Lots

7.1 Pricing

Lot pricing shall be established by Council resolution and reviewed periodically based on market conditions, servicing costs, and comparable municipal rates.

7.2 Deposit

Council may require a non-refundable deposit upon approval.

7.3 Development Timeline

Unless otherwise approved by Council:

- Construction shall commence within twelve (12) months of transfer.
- Development shall be substantially completed within twenty-four (24) months.

Failure to meet timelines may result in reversion, repurchase, or cancellation provisions.

8. Connection Fees

Fees for connection to the Town's water/sewer system will be charged based on the actual cost of installation.

9. Building and Site Standards

All developments must comply with:

- Town of Burin Municipal Plan and Development Regulations
- National Building Code and provincial requirements
- Fire and life safety regulations
- Environmental legislation
- Water/sewer servicing standards
- Site appearance and maintenance requirements

Council may require landscaping, fencing, signage control, drainage plans, and parking standards.

10. Maintenance and Operations

Owners and tenants shall maintain lands and buildings in a safe, neat, and orderly condition, including:

- Snow clearing
- Waste management
- Grass cutting
- Property upkeep
- Compliance with noise and nuisance regulations

Failure to comply may result in enforcement action.

11. Policy Administration

The Town Manager or designate shall administer this policy and may develop application forms, agreements, and procedures to support implementation.

12. Review and Amendments

All sections of this policy have been developed in accordance with the Towns and Local Service Districts Act. This policy can be revised at Council's discretion at any time.

13. Repeal

Any previous policies relating to business park development & management are hereby repealed upon adoption of this policy.

14. Publication

This policy will be published on the Town of Burin website in 2026.

15. Enactment

This Policy came into effect once adopted by Motion of Council (**Motion #202605-081**), voted on by a majority of the Councillors in attendance at the Town Public Council Meeting on **May 20, 2026**.

IN WITNESS WHEREOF, the Seal of the Town of Burin has been hereunto affixed, and this Policy has been signed by the Town Manager and the Mayor on behalf of the Council.

Town Manager: Leo Hartson

Date: May 20, 2026

Mayor: Kevin Lundigan

Date: May 20, 2026

