GUIDEBOOK FOR PREPARING A MUNICIPAL DEVELOPMENT PLAN

APPENDIX A: SAMPLE MUNICIPAL DEVELOPMENT PLANS

March 2018
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Introduction and Purpose

This section provides a set of sample Municipal Development Plans (MDP) for a variety of municipalities. It includes samples for small urban communities, a summer village and rural municipality. The set of samples represent the best management practices discussed previously regarding the content and general structure of a MDP. The intent is to demonstrate what an MDP for a small municipality can look like and the variety of approaches that can be used to customize a MDP to meet the unique needs, circumstances and preferences of your community.

While the names of each sample MDP are fictitious, each document is loosely based on an existing place in Alberta. The content is drawn from real communities’ experiences. It is representative of the types of information and approaches that have been used throughout small town and rural Alberta.

There is no one size fits all solution for preparing an MDP. The process to create the plan and the resulting document should be unique thereby reflecting the community’s character and identity. That said, it remains possible to learn from the experience of others who may be experiencing similar issues and opportunities while planning for their communities. The sample MDPs can be used to create a checklist of the items and general structure you would like to see in your MDP. Additionally, the policies in the sample MDPs may have application in your community but the precise wording and intent should be adjusted to reflect your situation.

Things to Look For in the Sample MDPs

When reviewing the sample MDPs, particular note should be made of the following:

- Different approaches to mapping and how they are used to communicate key points of information and future direction. This includes the way the relevant text policies support the map direction and vice versa.
- Responses to current trends and circumstances (population that is growing slowly, barely any population growth or holding own, declining population).
- Who each plan treats as the primary “actor” or party expected to follow through on the policies.
- Use of a future land use concept addressing all lands within the current jurisdiction – not just areas that have not been built on or transformed from agricultural use – to communicate future compatibilities and areas to accommodate types of activity.
- Use of a glossary for key planning terms and concepts.
- Language and structure of individual policy statements (e.g. strongly worded or phrased as a suggested approach).
- Relation between goals, objectives, and policies and the different writing style for each type of statement. This includes the option of favouring the use of goals or objectives only before moving on to policy statements.
• The structure, contents and lengths of vision statements.

• Document layout and order of presentation of materials and overall flow for the reader.

• Use of graphics and tables to convey key points of information and add visual interest.

• Level of detail for various policies and direction for various parcels of land, and degree of guidance for a future decision maker working with the document.

• Emphasis on key pieces of information and how they have been used to set the context for future users of the document.

• Linkages to existing or future policy documents and plans that form part of the municipality’s overall planning system.

• Record of planning process used and community engagement in creating the plan.

• Relation to municipal capital budget process and ongoing operations relating to services and maintenance of infrastructure.

• Use of more detailed plans, such as area structure plans, area redevelopment plans and master plans, to fill in more detail than is afforded in the higher level MDP.

• Relation to the current or a future intermunicipal development plan in terms of principles and protocols for cooperation and referring planning items for review and comment.

• Relation to asset management and directing new growth to make the greatest use of the investment in existing infrastructure.

**Additional Points to Consider**

Some of the samples are based on communities that are facing very slow growth of population or decline in population. Population growth, while the most obvious and most often discussed form of growth, is not the only metric of change and development within a community. Use of property and buildings continue to evolve even where population levels remain constant over many years. The MDP is about managing change over time. Further, if your community does not like the current trend line that it appears to be on (e.g., population decline), the MDP may be one of the first steps you take in changing that direction. If you do not like where you are headed, then start the process to change course.
Sample A: MDP for a Village of 500

Village of Karen
Municipal Development Plan
Sample MDP Village of Karen

Guidebook for Preparing a Municipal Development Plan

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PART 1.0  INTRODUCTION

The Municipal Development Plan is the primary planning policy document for local
governments in the Province of Alberta. The Municipal Development Plan provides
direction for future change, growth and development within the Village of Karen. This plan
is the Village of Karen’s first Municipal Development Plan.

The preparation of the Municipal Development Plan has been motivated by a number of
factors:

- The Village of Karen has not developed a Municipal Development Plan since the
  Municipal Government Act was updated in 1995.
- The Village has undergone a number of Area Structure Plan and Land Use Bylaw
  amendments without a Municipal Development Plan to provide strategic direction.
- The local economy has declined, which may bring differing challenges to land use
  within the Village.

1.1 Purpose of the Plan and Enabling Legislation

A Municipal Development Plan (MDP) provides clear direction for the Village of Karen’s
Council and Administration. The Plan is intended to guide change and development in the
Village by defining the vision, principles, goals, and policies of the Village regarding
planning matters; minimizing the occurrence of incompatible land uses; providing support
and direction for the administration of the Land Use Bylaw, and the preparation of other
statutory planning documents.

The Village will be flexible in terms of the implementation of the Plan, and where the “spirit
and intent” of the Plan is not compromised, formal amendments to the Plan will not be
required. When an amendment to the Plan is required, it shall be carried out in
accordance with the provisions of the Municipal Government Act.

In this MDP, all words and expressions shall have the meaning assigned to them in the
Municipal Government Act, the Village of Karen Land Use Bylaw and commonly-held
definitions. For reference purposes and clarity, a glossary of terms is included in the
Appendices.

The Municipal Development Plan, in addition to applicable Provincial legislation, will:
- provide the necessary direction to assist Council, the Development Officer, and the
  Subdivision and Development Appeal Board in making land use decisions;
- provide a foundation for the preparation of more detailed land use plans;
- be used in conjunction with the Village’s Land Use Bylaw to implement the policies
  of this MDP; and
- inform residents and developers of the Village’s future land use strategy.

The MDP includes a community vision for the Village. It outlines the anticipated form and
character of its neighbourhoods. The MDP informs residents, developers, and investors
about what type of development is desired and identifies the preferred locations.
This Municipal Development Plan has been prepared in accordance with the requirements of Section 632 of the Municipal Government Act and upon adoption will become a statutory document. The legal framework and process for Council to adopt an MDP is established in the Municipal Government Act. As MDPs are municipal bylaws, they are legal documents. If Council wishes to allow development that contravenes the MDP, Council must first amend the MDP through a process that will provide opportunities for public input.

In accordance with the Municipal Government Act, the MDP must address:
- future land use,
- proposals for future development,
- co-ordination with adjacent municipalities,
- transportation,
- municipal services and facilities,
- school and municipal reserves,
- protection of agricultural operations,
- land uses adjacent to sour gas facilities.

In addition, the Municipal Government Act allows the MDP to address a number of other considerations which this MDP will consider as necessary for the Village of Karen. These include
- coordination of physical, social, and economic development;
- environmental matters;
- conservation matters;
- development constraints;
- economic development;
- financing and programming of municipal infrastructure;
- financial resources.

1.2 Interpretation

When interpreting the policy statements within this Municipal Development Plan document, the document should be read in its entirety to provide context. Policies are written using “shall”, “should”, or “may” statements. The interpretations of “shall”, “should”, and “may” that follow may provide the reader with a greater understanding of the intent of each policy statement:

- Shall/Will/Must – denotes compliance or adherence to a preferred course of action.
- Should – denotes compliance is desired or advised but may be impractical or premature because of valid planning principles or unique/extenuating circumstances.
- May – denotes discretionary compliance or a choice in applying policy.

1.3 Location and Site Conditions

The Village of Karen is located in northern Alberta. The Village is located adjacent to Highway No. 2, near Tranquil Lake, and is approximately 400 km northwest of Edmonton.
Highway No. 7 travels in a north-south direction through the Village providing links to neighbouring communities. The 2016 Census population was 384. Although the Village is physically located within Northwest County, it is politically and administratively separate from the County. Highway No. 2 lies adjacent to the Village and is considered the primary transportation route to the area. Its close proximity to Highway No. 2 also provides the Village with the potential to capitalize on the throughway traffic the corridor brings to the community.

Karen is primarily zoned as general residential and industrial; however the Village does make provisions for agricultural and commercial activity as well. In planning context the Village’s commercial and business activity is located along Main Street. The new MDP will continue to recognize the importance of Karen’s existing commercial district; however it will also explore new areas of opportunity and growth.

1.4 Community History

The Village’s history dates back to the early 20th century, when the area was surveyed for homesteads in 1927. The majority of the settlers that arrived in the area were farming families moving north. For locals, this meant easier access to neighbouring communities. As soon as the hamlet was fully established it was proposed that the new community be called Karen, named after the first postmaster.

In Karen’s early years church buildings became a fixture in the local community. The first church in Karen was located in a pool hall until more conventional buildings were erected. By the 1920’s there were three churches located in the Village, illustrating the different dominations that were residing in the area. Other notable structures that have contributed to the Village’s past include the Karen W.I. Hospital and the Bank of Nova Scotia; both institutes have had a profound impact on the way Karen developed over the years. The Bank of Nova Scotia opened in 1925 as a sub-branch and eventually evolved into full status in May of 1929. The bank provided day to day banking service to the locals and was a good source of employment for the Village. In 1932 the original building was judged beyond repair and replaced by a building that was originally erected in Waterhole, Alberta but placed in Karen.

This MDP acknowledges Karen’s rich history. It is the sites and events of the past that have created the culture that we see today. It is with the best intentions that this MDP respects the heritage of Karen and preserves the unique environment that has made it what it is today. The Hamlet of Karen incorporated into a Village in 1947.

1.5 Social, Health and Community Services

Karen is a progressive community that offers a wide selection of services. Local organizations and clubs include the Women’s Institute (W.I.), Agricultural Society, Arts & Crafts Club and the Golden Age Club. For recreational purposes the Village offers camping opportunities adjacent to Edge Park. Other recreational facilities include the Arena, Elks Community Centre and the Legion Hall.

Karen is serviced by the Northwest District Community Health Centre. It is a continuing care facility offering 24 hour emergency care, includes 30 acute care beds, a laboratory,
and radiology services. Seniors housing is available at the Northwest Lodge and Villa (self-contained units) operated by the Northwest Regional Housing Foundation.

1.6 Planning History

Prior to the updating of this MDP the Village of Karen has been actively engaged in a number of land use and planning initiatives. A majority of the work originates from the Village’s membership with local Municipal Planning Agency, and has resulted in several planning documents. The following studies have been completed by the Village, to date.

1) Population Analysis (2005)

2) Land Use Bylaw

As a member of the local Municipal Planning Agency, Karen’s administration and staff recognizes the need to complete a comprehensive review of the existing planning framework for the Village of Karen, starting with the Municipal Development Plan. It is the intent of Council and administration to adopt the Municipal Development Plan and proceed with the review and rewrite of the Land Use Bylaw. In keeping with good planning practices the local Municipal Planning Agency will ensure all statutory documents comply with current provincial legislation.

1.7 Planning Context

Planning Area
All lands lying within the corporate boundary of the Village of Karen at the time of the enactment of this MDP are considered the planning area. The MDP has also identified lands for future expansion under the Urban Reserve designation.

Alberta Land Use Policies
In 1996, the Alberta Government released its Land Use Policies. All municipalities must implement these policies while undertaking their planning responsibilities. These policies provide direction for the municipality to address general and specific land use planning issues. The Village of Karen will ensure that the vision, goals, and policies of the MDP are consistent with the Land Use Policies.

Land Use Framework
The Province of Alberta is currently in the process of developing seven regional plans with two completed thus far (Lower Athabasca Regional Plan and the South Saskatchewan Regional Plan). The seven regions are congruent with the province’s major watersheds and are aligned with municipal boundaries. The development of the Upper Peace Regional Plan, which will include the Village of Karen, has not yet begun.

Intermunicipal Development Plan
The Village does not currently have an Intermunicipal Development Plan with the adjacent municipality, but will be required to develop and adopt one, as required under the new Municipal Government Act.
Land Use Bylaw No. 01-2010
As required by the Municipal Government Act, the Village of Karen has adopted a Land Use Bylaw that regulates the use and development of all lands within the municipality. Karen’s Land Use Bylaw was updated in 2010. The Land Use Bylaw may be updated subsequent to the completion of this MDP to reflect the policy direction therein. The Land Use Bylaw is a key implementation tool of the Municipal Development Plan.

East Industrial Area Structure Plan Bylaw No. 02-2009
The East Industrial ASP intends to guide the efficient and orderly development of agri-business and light industrial uses adjacent to Highway No. 7. The purpose of the agri-business/light industrial park is to set aside land for Industrial uses.

Westmount Residential Area Structure Plan Bylaw No. 01-2010
The Westmount Residential ASP intends to guide the efficient and orderly development of residential uses in the Village.

1.8 Community Profile

Land Base
The Village of Karen has a land area of 3.17 square kilometres (316.49 ha). Currently, 170.24 ha (approximately 54% of lands within the Village boundary) are undeveloped and designated as Urban Reserve lands by the Land Use Bylaw. Land within the Village boundaries are either privately owned or publicly owned by the Village.

Table 1: Land Use Areas

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Net Area (ha)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>29.68</td>
</tr>
<tr>
<td>Community</td>
<td>12.19</td>
</tr>
<tr>
<td>Recreational</td>
<td>12.05</td>
</tr>
<tr>
<td>Commercial</td>
<td>12.02</td>
</tr>
<tr>
<td>Industrial Lands</td>
<td>77.29</td>
</tr>
<tr>
<td><strong>Environmental Reserve</strong></td>
<td>3.01</td>
</tr>
<tr>
<td><strong>Sub-Total</strong></td>
<td><strong>146.24</strong></td>
</tr>
<tr>
<td>Urban Reserve</td>
<td>170.24</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>316.49</strong></td>
</tr>
</tbody>
</table>

Past growth in the community has largely focused on single family homes and duplexes in the residential districts. There are vacant lands within the Village of Karen under planning consideration through a couple of existing Area Structure Plans; the Westmount Residential ASP and the East Industrial ASP. Additional new development has primarily focused on infill within existing neighbourhoods.

Transportation
The Village has a total of 8.7 km (5.4 mi) of municipal roads. The Village’s road system is connected to Highway No. 2 through Main Street. This configuration allows for good access into the Village. The outer roads also provide access to the industrial lands at the north end of the Village, allowing the majority of industrial traffic to remain out of the Village centre. Within the Village, much of the road system is based upon a traditional ‘grid’ pattern.
An arterial road provides access to larger commercial lots south of the old railway lands near the northwest side of the Village, while access to the majority of the Village’s commercial lots is along Main Street (Highway No. 7).

Utilities
The Village’s treated water is supplied by the Regional Water Commission which also serves other local Villages and municipalities as members of the Water Co-op. The treatment facility draws water from Tranquil Lake and has two reservoirs; one for raw water located near the draw area and another one for treated water adjacent to the water treatment plant located in the southeast area of the Village. The storage capacity of the treated water reservoir is 750 cubic metres and maximum daily capacity of water that can be treated by the facility is 1500 m$^3$/day. The average daily use of water for the region in 2014 was 350m$^3$/day and the maximum for 2014 was 700m$^3$/day. The treatment facility was upgraded in January and July of 2015. The Village has 10.6 km (6.6. mi) of water mains and 10.4 km (6.5 mi) of wastewater mains.

The sewage lagoon, located along Main Street, at the south end of the Village, can serve a population of up to 1,200 within the village limits. The existing lift station has capacity to handle anticipated sewage flows within the gravity basin limits. Storm water management is still primarily through a network of curbs and gutters leading to open ditches.

The Village provides curb side residential recycling and garbage collection to its residents. Drop-off recycling bins located on the west side of the Village are provided by the Northwest County.

Figure 1: Drop-off recycle bins

Fire Services
Fire protection services in the Village are provided by the Regional Fire Department. The fire department consists of a full time regional fire chief and trained volunteer firefighters.

Housing
The Village currently contains a variety of housing types ranging from manufactured homes to single detached residential units. The majority of dwellings (75 of 120 dwelling units) are single-detached houses (Karen Municipal Count). Northwest Housing provides housing options to low and moderate income households in the Village, including family housing units, seniors’ apartments, and a senior’s lodge, Northwest Lodge.
### Table 2: Total Number of Occupied Dwellings by Structural Type (Karen Municipal Count)

<table>
<thead>
<tr>
<th>Dwelling Type</th>
<th># of units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-detached house</td>
<td>75</td>
</tr>
<tr>
<td>Movable dwelling</td>
<td>30</td>
</tr>
<tr>
<td>Row house</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>120</strong></td>
</tr>
</tbody>
</table>

### Community Resources

The Village has a number of recreational resources available to its residents. The Village Recreation Complex includes an ice rink and meeting space. Community baseball diamonds and a walking path travel through the community and adjacent to the lake. There is also a passive recreation field adjacent to the Highlands school, as well as a playground adjacent to Tranquil Lake, as part of Lake Front Park.

Residents and visitors have access to meeting facilities in the school and library.

The Women’s Institute Library operates as part of the Northwest Library System, a regional branch that provides library services to residents in the Village and Northwest County.

### 1.9 Population Trend and Growth

#### Table 3: Population Growth

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>1991</td>
<td>388.58</td>
</tr>
<tr>
<td>1996</td>
<td>388.67</td>
</tr>
<tr>
<td>2001</td>
<td>386.54</td>
</tr>
<tr>
<td>2006</td>
<td>385.27</td>
</tr>
<tr>
<td>2011</td>
<td>384.42</td>
</tr>
<tr>
<td>2016</td>
<td>384.00</td>
</tr>
</tbody>
</table>

Source: Census Canada 2016

Table 3 shows that Karen has experienced small fluctuations in its growth patterns from 1991 to 2016. The last census count conducted for the Village was through the federal census. It revealed that the Village population increased at a rate of 0.86 from 1991 to 1996, but has steadily declined from 1996 to 2016, with a decrease in the population from 2011 to 2016 of 1.1%. The pattern of decline may be based on a number of factors.
including the consolidation of farms, the impact of a decline in oil and gas prices and a loss of many jobs in the area, as well as young people moving to larger centres for education and job opportunities.

The same theory can be applied when observing the Village’s different age cohorts. See Graph 1 for the Village’s age cohorts.

Graph 1: Population by Gender and Age

According to the above graph, people aged 10-14 and 50-54 for males and 55-59 for females represent the largest cohort in the Village of Karen. Based on this information, several assumptions can be drawn.

1) Over the next 10 to 15 years the largest cohorts in the Village will be beginning to retire.

2) The small portion of people 20-24 indicates that young adults are emigrating out of the Village in pursuit of education and employment opportunities.

With an aging population it is imperative that young adults are encouraged to stay; however, this can only be achieved by creating an environment that draws young professionals back to the Village.

The Village has experienced both a low population growth as well as a negative population growth. Considering the continuing decline in the population, the negative population projection will be the focus of the Village’s Municipal Development Plan.
1.10 Local Economic Indicator

Economic stability can be achieved by focusing on retaining the existing economic base, including essential services needed by the Village and the surrounding County.

The economy has experienced decline with the removal of the railroad in 1995, along with the consolidation of numerous family farms. As of September 2017 there are twenty-two businesses operating in the Village, providing services to residents and the surrounding agricultural land uses. The Village’s largest employment sector is the Trade, Transport and Equipment Operation and Related Occupations, followed by Processing, Manufacturing and Utilities sector occupations; Sales & Service Occupations; Recreation and Sport occupations; and Business, Finance & Administration. The Village lacks employment in the Arts and Culture sector.

To study the current economic market, the Village will encourage the local chamber of commerce to engage with the local community through the development of a Market Study. Involving local residents in local business initiatives could help build existing businesses as well as provide input into where there are gaps in services, as well as help focus marketing initiatives. The Village will also encourage the local chamber of commerce to work with the Regional Economic Development Board to ensure the Village’s needs and priorities are included regionally, as well as being aware of Regional Economic Initiatives.

1.11 Population Projection

The population projections shown in Graph 2 are based on historical growth patterns. These projections are dependent on external variables such as economic cycles and political conditions. The projections should not be taken as absolute values but as estimates.

The population projection for the Village of Karen was calculated using a standard linear formula that took into account population change over various census periods and was based on a 25 year time horizon. Table 4 provides 3 growth scenarios that were based on past population changes.

1) The High Growth Scenario of 0.86 % annual growth rate is based on the population growth between 1991 and 1996. The Village experienced an increase in its population. Future growth of this nature may coincide with an increase in the resource sector and the desire to live in a smaller community.

2) The Moderate Growth Scenario of 0.38 % annual growth rate is based on the average provincial growth rate from the 2016 Census.

3) The Negative Growth Scenario of -1.1% annual growth rate is based on the population change that was observed between 2011 and 2016.
Table 4: Growth Scenarios

<table>
<thead>
<tr>
<th>YEAR</th>
<th>HIGH GROWTH SCENARIO (0.86% Annual Growth)</th>
<th>MODERATE GROWTH SCENARIO (0.38% Annual Growth)</th>
<th>NEGATIVE GROWTH SCENARIO (-1.1% Annual Growth)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2011</td>
<td>400</td>
<td>400</td>
<td>400</td>
</tr>
<tr>
<td>2016</td>
<td>384</td>
<td>384</td>
<td>384</td>
</tr>
<tr>
<td>2021</td>
<td>387</td>
<td>385</td>
<td>383</td>
</tr>
<tr>
<td>2026</td>
<td>391</td>
<td>387</td>
<td>382</td>
</tr>
<tr>
<td>2031</td>
<td>394</td>
<td>388</td>
<td>381</td>
</tr>
<tr>
<td>2036</td>
<td>397</td>
<td>390</td>
<td>380</td>
</tr>
</tbody>
</table>

Note: This population projection is calculated based on the Standard Component Projection. Calculations are derived from 2016 as the base year.

Statistics Canada Census 2016

Graph 2: Population Projection

For the purpose of this Municipal Development Plan, all policies pertaining to this MDP will be based on the assumption that the Village of Karen will have an average annual negative growth rate of -1.1% over the next 25 years. While it remains difficult to determine the most accurate growth scenario, a negative growth rate is the most relevant growth trend, based on the prominent population trend in the Village.
A negative population projection for Karen would coincide with several factors, including but not limited to, emigration of young people, an ageing population, and weak economy, particularly in the agricultural and, oil and gas sectors.

1.12 Development Constraints

There are a number of natural and man-made features that impact change and growth patterns in the Village of Karen.

Conflicts between Current Land Uses and the Land Use Bylaw
The Land Use Bylaw regulates development within the Village. Existing development that does not conform to the bylaw is legally existing non-conforming development (Section 643 of the Municipal Government Act).

Early settlement patterns and changing regulations within the Village have resulted in a number of non-conforming land uses. Predominantly the conflicts are residential uses in commercial or industrial districts of the Village. Within the industrial area, this includes three multi-acre lots with a lot size more consistent for country residential development in a rural setting.

Tranquil Lake
Tranquil lake, located in the east part of the Village provides local recreational opportunities for the Village and surrounding residents including fishing and passive recreation uses.

Highway No. 2
Highway No. 2 is the main transportation corridor in the Region, bringing goods and services to the community and surrounding service area.

Sanitary Sewer System
The current sanitary sewage lagoon is fed through a force main from the lift station located in the mid part of the Village. The gravity system is sufficient to meet the needs of the majority of the existing built up Village site. However, future expansion westward would require the installation of another lift station, which presents a significant additional cost to the Village.

Non-operating Landfill
Historically, a municipal landfill was located in the southeast area of the Village. Under the Subdivision and Development Regulation, development of a school, hospital, food establishment, or residence may be constructed within 300 metres of a non-operating landfill.

Overland Flooding
Due to landscape elevation changes, the east side of the village is more susceptible to overland flooding that is caused by storm water back up during spring run-off or after a heavy rainfall event. This issue impacts existing residential neighbourhoods, in particular houses nearby Edge Park.
1.13 Planning Process

The planning process describes how the Village of Karen Municipal Development Plan was created. The MDP aims to build consensus around how the community chooses to change. The Village included a public engagement process in drafting the MDP. Incorporating public input helps build consensus around major topic areas and strengthens the final product adopted by Council. The following process was used in the development of the Village of Karen MDP.

Stage 1 March-June 2016, Background Review: This stage involved the gathering of background information and the development of a Steering Committee. The role of the Committee was to assist the planner throughout the planning process by providing direction and guidance. The Steering Committee ensured the MDP was a reflection of the public’s concerns, thoughts, and ideas.

Stage 2 July-August 2016, Strategic Planning Session: This stage involved a visioning session and a Strength Weakness Opportunity Threat (S.W.O.T.) Analysis with the Steering Committee. The outcomes of both events helped define the Village’s Vision and Goals. In addition, a survey questionnaire was distributed to Village residents at the Karen Anniversary Celebration in August.

Stage 3 September-October 2016, Public Feedback “What we heard” and Youth Engagement: During this period the results of the questionnaire were summarized and shared with Village residents, and an alternate questionnaire was distributed to residents living with a 1.6 km (1 mi) radius of the Village. The Village also conducted a youth walking tour and engagement session with students from Highlands School.

Stage 4 November-December 2016, Draft Document: The MDP was drafted and reviewed by the Steering Committee.

Stage 5 January 2017, Input period: An open house was held for public feedback, and the draft MDP was also circulated to outside agencies for comments, as required by the Municipal Government Act.

Stage 6 February 2017, Completion Phase: The draft MDP was revised based on public feedback and was presented to the Village Council. After 1st reading, a public hearing was held, followed by 2nd and 3rd reading before the final adoption of the MDP.
1.14 Youth Walking Tour

It was considered desirable to include youth input in the MDP. Youth involvement is important to this process as it provides insight into what may keep youth in the community. To achieve this objective, Village staff and several members of Council led a youth walking tour with students from Highlands School.

Students were given a map of the Village illustrating the route of the walking tour. With guidance from the planner, teacher, Village staff and Council, students were asked to identify areas of concern, interest, opportunities and constraints using the map provided to them.

Key findings included:

- The Village is lacking in activities for them, they would like to see more activities and places such as a waterpark or swimming pool, a theatre, café, mini golf, a restaurant, a paintball course, a golf course, laser tag, clothing and/or retail stores, an ice cream parlour, an arcade, festivals and dance places.

- Youth would like to see more commercial businesses while simultaneously retaining a “small Village” feel.

- Concerns were raised regarding accessibility and the aesthetic appeal of the Village. The paving of sidewalks and roadways were identified as in need of repair.
PART 2.0 DIRECTION

2.1 Guiding Principles

Through community engagement activities and the MDP steering committee meetings, key themes and values important to the residents of the Village emerged. They are the basis for addressing the questions ‘who we are’ and ‘what we believe in’ as a community. These principles will be used to enhance the quality of decision-making, prioritize actions and evaluate programs and policy decisions.

Principle 1 - Embrace the Community
The Village residents value their small community and the relationships they have with their neighbours. Development, land use, and transportation policies serve to maintain the small Village feel of Karen.

Principle 2 – An 8 to 80 Community
The Village aims to build a community with a strong social fabric that bridges generational divides. The Village will build on the principle of providing residents of all ages access to social and recreational activities and spaces that create an active, creative, and connected community.

Principle 3 – An Informed and Engaged Community
The Village aims to provide responsible, transparent, and well-informed decision-making to its citizens. The Village will facilitate residents’ participation in all aspects of the community’s social life, acting as a communication hub for the community, with strong municipal communication practices.

Principle 4 – A Bilingual Community
Karen is a bilingual English/First Nations community which nurtures and honours its heritage.

Principle 5 - A Culture of Recreation and Leisure Activity
The Village values the contribution of open spaces, parks, cultural and artistic events, and recreational opportunities to the quality of life of its residents. The Village of Karen residents enjoy a variety of recreational pursuits. The Village facilitates year-round outdoor and indoor recreation programs, and will work with local artists and groups to develop more arts and cultural programming.

Principle 6 – An Affordable Community
The Village will encourage diversity in housing types and sizes to ensure that residents have a variety of housing options throughout their lifecycle. The Village will work to ensure that its residents have access to quality public and health services, and education.

Principle 7 – A Resilient Economy
Karen encourages the local chamber of commerce to work with local businesses to sustain the current economy, as well as attract additional businesses to fill in gaps. A Succession plan for existing businesses will help sustain current businesses.
Principle 8 - A Liveable Community
Karen aims to create and maintain a safe, clean, healthy, and beautiful community. Infrastructure (re)investments in the Village’s physical systems will work with nature to maximize effectiveness and minimize costs.

2.2 Vision

The vision of the Village of Karen is to develop in an orderly and efficient manner that is environmentally sustainable and economically viable for future generations.

2.3 Goal

The Village of Karen values its residents and businesses, sustaining social and recreational activities for future generations.
PART 3.0 OBJECTIVES AND POLICIES

3.1 Plans, Subdivision and Development Management

The purpose of this section is to outline policies that apply to subdivisions and developments regardless of location or land use.

Objectives

1. Encourage new development that contributes to a small community feel.
2. Ensure that new development supports the efficient use of Village infrastructure and services.
3. Identify locations for new development.
4. Maintain a separation of incompatible land uses.
5. Establish criteria for the preparation of more detailed plans.
6. Define developer responsibilities.
7. Identify requirements that apply to all development.

Policies

3.1.1 General

a. Changes in land use, and future subdivision and development shall be consistent with the Future Land Use Map.

b. Development or subdivision on undeveloped and unserviced land should be preceded by an approved Area Structure Plan (ASP).

c. Area structure plans shall be consistent with the Village of Karen’s Area Structure Plan Guidelines. AI
   i. All ASPs shall include a storm water management plan.

d. The Village shall only encourage subdivision and development of urban reserve lands when those lands are required for urban development.

3.1.2 Developer Responsibility

a. The Village should amend the Land Use Bylaw to ensure that developers may be required to enter into a Development Agreement with the Village in accordance with Section 650 of the Municipal Government Act. AI

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1 Denotes an ‘Action Item’ that requires further work on the part of the Village of Karen
3.1.3 Subdivision Design

a. New neighbourhoods should integrate existing natural features, including, but not limited to, wetlands, watercourses, and stands of trees into the design where possible.

b. New neighbourhoods should require adequate parks and open space.

c. Storm water management facilities should be designed to function as a part of the open space system.

d. New street networks shall be a logical extension of the existing road network priority, providing connectivity while minimizing through traffic.

   i. Cul-de-sacs should be minimized to locations where it is impractical to provide a through street.

e. New neighbourhoods should be fully serviced by a paved transportation network; the municipal waste water system, water system, and storm sewer where feasible; as well as standard shallow utilities.

3.1.4 Application Evaluation

a. Applications for bylaw amendments, subdivisions, and development permits should be evaluated according to the following:

   i. Compliance with the Act, Regulation, MDP, LUB, and any other statutory plan or non-statutory document that is in effect at the time of the application;

   ii. Ability of the transportation network to accommodate the proposal;

   iii. Adequacy of municipal servicing;

   iv. Compatibility with adjacent land uses;

   v. Site suitability in terms of soils, topography, and size; and

   vi. Environmental factors, including the potential for

      1. impacts to the natural environment;

      2. soil erosion, flooding, contamination of surface water bodies and groundwater;

      3. impacts on wetlands; and

      4. impact of storm water runoff on adjacent lands.

3.1.5 Non-Conforming Uses

a. Existing uses may continue at their current scale of development and/or operation.

b. When redevelopment or a change of use occurs to a site that is inconsistent with the Future Land Use Map, that change should become consistent with the Future Land Use Map.

c. Where 3.1.5 b. applies, the Village of Karen should amend the Land Use Bylaw to a land use district that is consistent with the direction of the Future Land Use Map.
3.2 Residential Lands

This section addresses housing forms, locations, and standards for residential development. The current residential land base is 29.68 ha (73.33 ac). There are a variety of housing forms within the Village, but there may be future need for diverse and affordable housing to accommodate the lifecycle needs of residents.

Objectives

1. Encourage a variety of housing forms, tenures and sizes to ensure that residents of all ages and incomes have a diversity of housing choice.
2. Identify locations for new residential development.
3. Maintain a separation of residential uses from incompatible land uses.

Policies

3.2.1 General

a. The Village shall direct new residential development to:
   i. infill within existing residential or mixed use areas; and
   ii. new areas, which are adjacent to developed areas, to optimize the efficient extension of infrastructure networks consistent with the Future Land Use Map.

b. The Village shall limit parcel size to ensure that development patterns are urban in nature and make efficient use of municipal infrastructure.

c. The Village shall support the following housing forms:
   i. single-detached,
   ii. manufactured homes,
   iii. duplexes/semi-detached,
   iv. rowhouses,
   v. apartments.

3.2.2 Housing Diversity

a. The Village shall support the development of a mix of housing types and forms.

b. Through future statutory planning processes, the Village shall encourage the development of semi-detached, duplex, and rowhouse dwelling units in new neighbourhoods. The Village of Karen supports a range of housing types, densities, lot widths, and building heights within its residential neighbourhoods. AI

3.2.3 Accessory Dwelling Units

a. The Village may support legal accessory dwelling units that are accessory to a single detached dwelling, to increase housing choice and affordability. AI

3.2.4 Supportive Housing

a. The Village may support and/or partner with other organizations to ensure that there is adequate provision of affordable and special needs housing within Karen.

b. The Village supports the provision of residential-based...
services for persons with disabilities as an integral part of all residential neighbourhoods.

3.2.5 Manufactured Homes

a. The Village shall ensure that new manufactured home park or subdivision communities are designed and developed with an equivalent level of services and open space as other residential neighbourhoods.

b. The Village shall encourage the redevelopment and/or upgrading of existing manufactured home communities as a means of ensuring that these developments are sustainable residential environments in the long term.

3.2.6 Aesthetics

a. The Village shall encourage the development of aesthetically pleasing neighbourhoods that will enhance the Village’s characteristics.

b. The Village may develop residential design guidelines.
3.3 Commercial Lands

This section addresses commercial development locations and standards. The current commercial land base is 12.02 ha (29.70 ac) with developments largely concentrated in the Downtown area. The Downtown of Karen is predominantly along Main Street, including generally smaller scale retail sales, and personal service businesses that are focused on individual consumers. The other commercial development area south of the old railway is on larger lots with a focus on business consumers.

Objectives

1. Promote the downtown core as the dominant commercial, administrative, service, and retail district of the Village.
2. Encourage succession planning to support successful services and businesses.
3. Increase the density and diversity of uses in the downtown.
4. Improve the pedestrian-friendly nature of the downtown core.
5. Ensure that commercial developments are located and operated in ways that are compatible with Karen’s social fabric, quality of life and environment.

Policies

3.3.1 General
a. Commercial uses shall locate in accordance with the Future Land Use Map.
b. The Village shall establish standards for commercial building design, landscaping, and signage in the Land Use Bylaw.

c. The Village should require that contaminated Brownfield Development sites be cleaned to provincial standards before re-use.
d. The Village should encourage the re-use of Brownfield Development sites before Greenfield Development sites.
e. The Village shall encourage Secondary Commercial uses that do not detract from the business and retail role of the downtown.

3.3.2 Downtown
a. The Village should establish a Business Improvement Area, based on the recommendations from the Market Study.
b. The Village shall encourage commercial uses to locate in the Downtown that:
   i. will promote Karen as a local commercial, administrative, service, and retail location;
   ii. have a small development site; and
   iii. have parking requirements that can be met by existing on-street parking and public parking lots.
c. The Village should require that development along Main Street orient the front façade and entrance to the street.
d. The Village should require that on-site parking and access to the parking be located at the side and/or rear of the development, where space permits.
e. Upper floor residential with ground floor commercial shall be enabled within the Land Use Bylaw and encouraged along Main Street between 3rd Avenue and 5th Avenue.
The Village should consider changes to the Land Use Bylaw parking requirements to facilitate both uses, using a parking matrix to lower parking requirements.

The Village shall encourage the clean up or screening of unsightly premises in the Downtown.

3.3.3 Secondary Commercial

- The Village shall encourage Secondary Commercial development to locate along Railway Avenue, and Central Avenue as outlined in the Future Land Use Map.
- The Village shall support Secondary Commercial uses that are not suited to being located in the Downtown, require relatively large sites to accommodate their operations, or are oriented to serving the needs of the travelling public.
- The Village shall require that development along Railway Avenue and Central Avenue orient the principal entrance and façade along the frontage.
  - Accessory buildings, outdoor storage areas, etc. shall be screened to maintain a high aesthetic standard.

3.3.4 Development Applications

- Development applications for commercial uses shall include landscaping, circulation, and building plans prior to being considered complete and the development authority issuing a decision.

3.3.5 Design of Commercial Sites

- All Secondary commercial sites shall have two access points where possible.
- On-site landscaping shall be designed to minimize the impact of on-site storm water on the municipal storm water system.
3.4 Industrial Lands

This section addresses industrial development locations and standards. The current industrial land base is 77.29 ha (190.98 ac). Industrial development can be separated into two primary types: Heavy Industrial and Light Industrial. The northwest part of the Village is best suited to handling the site factors that accompany heavy industrial operations, being located adjacent to the old Railway lands and separated from higher density residential areas. Light industrial development may be appropriately located where there is good access to the highway, in the north end of the Village, east of Main Street, south of the old Railway lands. The protection of Tranquil Lake must also be included when considering future Industrial uses.

Objectives

1. Protect industrial land from the encroachment of non-compatible land uses and minimize conflicts with adjacent land uses.
3. The nature and design of any future industrial operations are such that the community’s quality of life and environment are not adversely affected.
4. Encourage industrial development that conserves energy, water, materials, and other resources.
5. Coordinate with and support the development of industrial growth in the surrounding County.

Policies

3.4.1 General

a. Industrial uses shall locate in accordance with the Future Land Use Map.
b. Access to new industrial developments shall not be routed through residential areas.
c. New industrial areas should have a full range of municipal services. Developers are responsible for the upgrading and extension of the services required for new industrial developments.
d. The Village shall encourage the development of the East Industrial Area Structure Plan to support an adequate supply of available light industrial land within the Village.
e. The Village should require that contaminated Brownfield Development sites be cleaned to provincial standards before re-use.
f. The Village should encourage the re-use of Brownfield Development sites before Greenfield Development sites.
3.4.2 Development Applications

a. Development applications which may produce nuisance factors or negative impacts shall mitigate these impacts on surrounding, existing, or proposed residential areas to a level satisfactory to the development authority. Such industrial uses shall be directed to the north portions of Karen.

b. Industrial development producing nuisance factors shall maintain a distance buffer between the source of the nuisance and residential areas in order to mitigate the nuisance.
3.5 Transportation and Utilities

This section addresses the transportation network, including the location and development of roads, sidewalks, lanes and parking facilities within the Village. In addition, this section provides direction with respect to the provision of municipal utilities.

Objectives

1. Provide leadership in sustainable municipal infrastructure servicing.
2. Ensure that the Village has the financial capacity to maintain and replace municipal infrastructure systems.
3. Ensure that utilities and municipal infrastructure are planned to accommodate the existing and future needs of Karen’s resident and visitor population.
4. Ensure that all utilities are self-funding, with rates providing for life-cycle costing.
5. Maintain a road network that meets the needs of residents and industry.
6. Enhance the pedestrian environment throughout the Village and minimize traffic patterns that are hazardous to pedestrians.
7. Collaborate with the Northwest Regional Water Commission to ensure that water sources and reservoirs provide water of sufficient quality and quantity to service the needs of the Village.
8. Ensure potable water provision, storm water management, and flood control measures are designed to maintain the integrity of streams, riparian areas, and wetlands while adequately servicing residents in a reliable, efficient, and affordable manner.
9. Reduce the need for the landfill through community education programs and the implementation of recycling, reusing, and reducing programs.

Policies

3.5.1 General
a. The Village should, through its capital budgeting process, budget for the maintenance and replacement of existing municipal infrastructure.
b. Ensure that all subdivision and development proposals within the vicinity of the reclaimed landfill site and sewage treatment facility are consistent with the requirements of the Subdivision and Development Regulation.

3.5.2 Utilities
a. Developers, through development agreements, should be solely responsible for the construction of municipal infrastructure that is required to service the development.
b. Development within the Village shall be required to connect to municipal services where possible. On-site servicing is not permitted unless provided for in a Development Agreement.
c. The Village of Karen may consider an offsite levy bylaw to ensure that existing municipal infrastructure is maintained and enhanced to meet the increased demand placed on municipal systems by new development.
3.5.3 Water
a. The Village should work with neighbouring municipalities to ensure activity occurring within the water supply catchment areas is undertaken in an environmentally sensitive manner that gives highest priority to protecting water quantity and quality.

3.5.4 Municipal Waste
a. The Village should regularly review the municipal recycling program and options for expanding the type of materials that are accepted.

3.5.5 Transportation – Road Network
a. The Village’s transportation network is included in the Future Land Use Map.
b. The Village is responsible for the maintenance and control of the local road system.
c. The Village of Karen will consult with Alberta Transportation regarding any development adjacent to the highway network.
d. The Village should require the developer to pay the costs of any upgrades to highways necessitated by a development proposal, as required by Alberta Transportation, unless otherwise specified by a development agreement.

3.5.6 Transportation – Cycling
a. The Village of Karen shall encourage cycling through the provision of cycling infrastructure, including but not limited to parking facilities associated with commercial, institutional, and medium density residential development.

3.5.7 Transportation – Sidewalks
a. The Village of Karen shall conduct a Sidewalk Infrastructure Condition Analysis to identify the current state of sidewalk infrastructure.
b. New sidewalk infrastructure shall be a minimum of 1.5 metres wide.
c. The Village should require the provision of pedestrian infrastructure, sidewalks, and/or trails in all new developments, the redevelopment of existing properties, and in changes to existing or proposed roads.
   i. A sidewalk is required on a minimum of one side of the street in all residential areas.
   ii. A sidewalk is required on a minimum of one side of the street in commercial and institutional areas along the frontage of the development.
   1. A defined pedestrian path to the building entrance is required.
   iii. A sidewalk shall be required in industrial areas where its absence would result in a gap in the sidewalk network.
   iv. To remedy gaps in the existing sidewalk network, a sidewalk shall be required when possible.
d. Pedestrian facility standards and parking lot standards shall accommodate the needs of persons with physical disabilities including, but not limited to, wheelchair and medical scooter users.

Did you know?

Walking east-west across the Village takes approximately 17 minutes. Walking north-south across the Village takes approximately 21 minutes. Based on 5km/hr. walking speed.
3.6 Recreational Lands and Facilities

This section addresses the location and standards of parks, open spaces, recreation facilities, and social organizations. Recreation opportunities for a variety of ages and abilities foster a higher quality of life and are essential elements of a municipality. The Village of Karen operates a variety of recreation and community services and programs that support the well-being of its residents.

Objectives

1. All residents have easy access to a neighbourhood green space.
2. The distribution of parks and recreational uses is balanced across the Village to meet residents’ needs.

Policies

3.6.1 General
a. The Village shall continue to operate and maintain public facilities including the
   i. Recreation Complex,
   ii. Baseball diamonds,
   iii. Outdoor Swimming Pool,
   iv. Local Library, and
   v. Municipal campground.
b. Park and recreational needs should be assessed through an analysis of population demographics, geographic location, walkability, existing park lands, and the recreational needs of the community.
c. When considering a proposal for a new residential neighbourhood, the Village should determine the impact of the proposed development on community and institutional facilities.
d. The Village should require the provision of neighbourhood green spaces and the provision of a right-of-way to logically connect to and extend the Village of Karen’s pedestrian network in Area Structure Plans as new developments are planned and developed.

3.6.2 Recreation Plan
a. The Village should develop a Recreation Plan to establish the current state of park infrastructure and identify areas for reinvestment.

3.6.3 Design
a. Access for all residents, including the socially disadvantaged, persons with physical disabilities, or the elderly should be considered in the design of parks and selected trails.
b. All parks and playgrounds shall be landscaped.

Community Survey Results:

When asked to identify likes and dislikes about the Village, recreation and social opportunities were a recurring theme within the responses.
3.7 Environmental Management

This section addresses standards that will help improve environmental management in the Village. Development and economic activity have inherent impacts on the natural environment. Municipalities may aim to minimize this impact and create development patterns that work with the natural environment to capture and enhance environmental services. There is a major water body within the Village boundary, Tranquil Lake. Karen is also part of a larger watershed and drainage area, and areas of the Village have been impacted by overland flooding.

Objectives

1. Preserve and enhance natural environments within and adjacent to the Village.
2. Foster the conservation and efficient use of energy and other resources in Village owned infrastructure, buildings, and vehicles.
3. Incorporate natural areas within future development plans in the Village.

Policies

3.7.1 General
a. The Village of Karen shall encourage the Northwest Watershed Alliance in its efforts to plan for an ecologically healthy watershed while ensuring environmental, economic, and social sustainability.
b. The Village should encourage the use of native vegetation in landscaping and park areas to minimize the need for maintenance, watering, and other inputs.

3.7.2 Environmental Reserves
a. The Village may designate environmentally significant lands as environmental reserve, as enabled by section 664 of the Municipal Government Act.
b. The Village shall ensure that environmental reserve lands remain natural areas.

3.7.3 Conservation Reserves
a. The Village may designate environmentally significant lands to be permanently protected against development as conservation reserve, as enabled by section 664.2 (1) of the Municipal Government Act.
b. The Village must compensate a landowner when taking lands as Conservation Reserve, as enabled in section 664.2 (2) of the Municipal Government Act.
c. The Village shall ensure than conservation reserve lands remain in a natural state and may not be disposed of as enabled by section 674.1 of the Municipal Government Act.

3.7.4 Lands Prone to Flooding
a. New development on lands prone to overland flooding shall be flood proofed. A certificate from a qualified, professional engineer or architect shall be required to confirm that the proposal includes proper flood proofing.

3.7.5 Air Quality
a. The Village should amend the Land Use Bylaw to require that future development sites maintain sufficient vegetation and paving to reduce airborne nuisances.
3.8 Heritage

This section addresses standards for the preservation of historic resources. Historic development patterns and buildings provide the Village with a distinctive character. The essential role of pioneers, elders, and other seniors in the development of the Village is gratefully acknowledged. Preserving and enhancing these resources creates a connection to the past and promotes a unique sense of place that the Village can build from.

Objectives

1. Preserve historic buildings, monuments, sites, and natural features in ways that maintain and promote the Village’s heritage and unique ‘sense of place’.
2. Remain a community that honours its heritage, respects civic duty and responsibility, and is dedicated to preserving and building a legacy of community values for future generations.

Policies

3.8.1 General
a. The Village should consider the establishment of a Council committee or partner with a local heritage society to assist with heritage conservation within the municipality. AI

3.8.2 Historical Resource Inventory
a. The Village, working with historical societies such as the Northwest Historical Society, should compile an inventory of historical resources. AI

3.8.3 Historical Designation
a. Based on the Historical Resource Inventory, the Village may consider designating historically significant properties under the Historical Resources Act.
3.9 Economic Development

This section addresses standards that will promote economic development opportunities. The Village of Karen is a small economic community in the region and receives economic development guidance through the Northwest Regional Economic Development organization.

Karen’s future viability will rely heavily on its ability to retain existing businesses, attract new businesses through future economic cycles. For the most part, this will involve strategic planning that will address constraints that may hinder the continued viability of existing businesses, constraints related to potential growth opportunities, community branding, and strong leadership. It is in its best interest for the Village to recognize these actions as tools to ensure the community can remain viable in the foreseeable future.

Objectives

1. Provide a diverse and balanced economic base of quality employment.
2. Encourage state of the art information and communication technology systems.
3. Support the growth of a local trades and construction workforce.
4. Encourage commercial ventures that promote local tourism.
5. Maintain and encourage light industrial and heavy industrial uses within the Village as key employment nodes.

Policies

3.9.1 General

a. The Village of Karen, through its membership in the Northwest Regional Economic Development:

i. will work towards the objectives for the Northwest Regional Economic Development Strategic Plan,

ii. should maintain its membership in the Think Local Market, and

iii. may consider assisting the local chamber of commerce in improving the vitality and viability of commercial areas through a downtown vitality strategic plan.
3.10 Inter-municipal Cooperation

This section provides direction that aims to promote inter-municipal cooperation.

Objectives

1. Collaborate with the County and neighbouring municipalities on regional and provincial issues.
2. Take a cooperative approach to Intermunicipal development issues.

Policies

3.10.1 General

a. The Village of Karen will develop an Intermunicipal Development Plan in partnership with Northwest County.

b. The Village of Karen will develop an Intermunicipal Collaboration Framework in partnership with Northwest County. Existing intermunicipal agreements will be incorporated into the ICF. These agreements are a means of delivering efficient and cost effective delivery of services, including transportation, recreation and utility infrastructure.
   i. The Village shall continue to enter into and negotiate agreements to address emerging issues.

c. The Village will be an active participant in the preparation of the regional plan for the Region, which is required under the provincial Land Use Framework and Alberta Land Stewardship Act.
3.11 Municipal Governance

This section provides direction to promote effective and transparent municipal governance.

Objectives

1. Provide responsive and democratic civic government to the citizens of Karen.
2. Foster better public understanding and awareness of civic functions, responsibilities, priorities and overall policy direction.
3. Encourage increased public participation in community development.

Policies

3.11.1 General

a. Using new and established communication channels, the Village of Karen should actively engage citizens in policy formation, program development, and service delivery processes, and increase awareness of political decisions.

b. The Village of Karen should leverage financial resources through cost-sharing agreements with other regional and municipal jurisdictions, senior levels of government, and the private sector.

c. The Village of Karen should work with other levels of government to secure long-term funding commitments and to develop alternative revenue streams.

3.11.2 Communication

a. The Village of Karen should maintain and enhance existing methods of communication with the citizens of Karen, including:

   i. continuing to regularly update the Village website and social media,
   ii. school handouts, and
   iii. a monthly municipal column in the local newspaper.
3.12 Winter

This section addresses the development, maintenance, and operation of infrastructure and services during the winter months. Northern communities must consider the impact of winter on community life, design, infrastructure systems, and more. A successful winter community works to make the community infrastructure and social fabric work during all four seasons.

Objectives

1. Ensure that new development enhances the public realm in all seasons.
2. Enhance winter safety and comfort.
3. Incorporate design elements for winter fun, activity, beauty, and interest.

Policies

3.12.1 General

a. Applications for public, commercial, and industrial development should incorporate site design elements to
   i. Maximize the exposure of public/pedestrian spaces to the sun through orientation, and site and building design.
   ii. Protect public/pedestrian spaces from wind (both prevailing winds and downdrafts).
   iii. Create visual interest through the use of contrasting or saturated colour to highlight building features.
   iv. Create visual interest and safe public spaces through the use of lighting.
   v. Consider the function and maintenance requirements of new infrastructure in both the summer and the winter months and aim to provide infrastructure that supports winter life.

3.12.2 Safety and Comfort

a. The Village should encourage sidewalk snow clearing.

b. The Village should provide sheltered rest areas (or warming huts) in public parks.

Community Survey Results:

The Village’s excellent snow removal practices were repeatedly mentioned by residents as something they appreciated.
PART 4.0 IMPLEMENTATION

4.1 Monitoring and Review
The Village Council should request an annual report outlining progress towards the implementation of the Municipal Development Plan and consistency of development activity with the MDP. AI

The Village of Karen should undertake a major review and update of the Municipal Development Plan every 5 to 10 years. Minor amendments may occur on an as needed basis.

4.2 Annual Review and Budget Integration
As the Village of Karen Council and staff engage in strategic planning processes, the Municipal Development Plan shall be consulted to assist in identifying, guiding, and prioritizing the Village’s work priorities. Where the MDP requires municipal action and resources the Village should incorporate an MDP implementation budget into the annual budget to fund the resulting initiatives.

4.3 Plans, Bylaws, Permits and Programs
As the Village of Karen undertakes new initiatives, this Municipal Development Plan shall be consulted and will act as a guide for decision-making and actions.

4.4 Development Checklist
After the Municipal Development Plan is adopted, a development checklist should be incorporated into the development permit application and decision making process. The development checklist will ensure applicants are aware of the policies within the MDP which may affect their application. The development checklist will also guide the Development Authority to ensure that the policies in the Municipal Development Plan are considered when development permit decisions are made. AI

4.5 Plan Consistency
Any subsequent planning activity, particularly updates to statutory documents, such as the Land Use Bylaw or Area Structure Plans, or physical development shall be consistent with the Municipal Development Plan.

4.6 Area Structure Plan Updates
The Westmount Residential Area Structure Plan and East Industrial Area Structure Plan are currently undergoing updates to facilitate the development of new residential and industrial lands.

For the Westmount Residential ASP area, to accommodate the installation of modular dwelling units, and for the East Industrial ASP area, rethinking Industrial uses to attract investment.
4.7 Land Use Bylaw Update

Updates to the Land Use Bylaw are required to ensure that the direction set out in this Municipal Development Plan is reflected for new development in the Village of Karen. Changes which should be considered and incorporated in the next amendment of the Land Use Bylaw include:

- Section 3.1.2 Requiring Development Agreements as a condition of development.
- Section 3.1.7 Resolving conflicting existing land use designations and existing uses.
- Section 3.2.1 Setting a maximum parcel size for single detached dwelling units.
- Section 3.2.2 Enabling a range of housing types, densities, lot widths, and building heights.
- Section 3.2.3 Enabling accessory dwelling units.
- Section 3.3.1 Establishing standards for commercial building design, landscaping, and signage.
- Section 3.3.2 Enabling mixed residential/commercial development along Main Street.
- Section 3.3.2 Reviewing parking standards to minimize requirements.
- Section 3.5.7 Establishing bike parking standards.

4.8 Action Items

- Over 20 Action Items have been highlighted throughout the document by the following symbol: AI. These include both amendments to the Land Use Bylaw and a number of other plans and initiatives that would move the Village of Karen towards the vision outlined in Section 2.2. The Village should work towards completing each of these action items, which will take a number of years to complete.
- Section 3.7.4 of the Land Use Bylaw establishes requirements to reduce airborne nuisances.
PART 5.0    APPENDICES

5.1 Abbreviations

ARP    Area Redevelopment Plan
ASP    Area Structure Plan
BIA    Business Improvement Area
CR     Conservation Reserve
ER     Environmental Reserve
ICF    Intermunicipal Collaboration Framework
LEED   Leadership in Energy and Environmental Design
LUB    Land Use Bylaw
MDP    Municipal Development Plan
MGA    Municipal Government Act
MR     Municipal Reserve

5.2 Glossary of Terms

Accessory Dwelling Unit means a dwelling unit, such a garage suite, garden suite, or secondary suite that is secondary and subordinate to the principal dwelling unit on site.

Act means the Municipal Government Act, R.S.A. 2000, c.M-26 and amendments from time to time.

Aesthetics means artistic or relating to good taste.

Affordable Housing means the cost of adequate shelter that should not exceed 30% of a household income. Housing which costs less than this is considered affordable.

Area Redevelopment Plan or Area Structure Plan means a long range land use and servicing plan adopted by bylaw and prepared in accordance with the Municipal Government Act.

Business Improvement Area shall mean an area within the municipality designated for revitalization.

Brownfield Development means development on previous industrial and commercial lands that are now available for re-use. These sites may be contaminated requiring soil remediation.
Building includes anything constructed or placed on, in, over or under land including supporting structures of any type, but does not include a highway or public road or a bridge forming part of the highway or public road.

Buffer means a row of trees or shrubs, a berm or fencing to provide visual screening and separation and/or reduce noise between sites of incompatible land uses.

Campground means an area used for setting up a camp or holding a camp meeting. Such use is designed for tourists, vacationers, or campers. These facilities may include parking, recreational areas, and Recreational Vehicle Park.

Conform means to act in accordance or harmony to related statutory Planning Documents.

Council means the Council of the Village of Karen.

Development means;

1) an excavation or stockpile and the creation of either of them,
2) a building or an addition to or replacement or repair of a building and the construction or placing of any of them on, in, over or under land,
3) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of land or building, or
4) a change in the intensity of use of land or a building or any act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building.

Environmental Reserves are lands separating private property from a body of water, flood plain, or drainage area. Under the Municipal Government Act when subdividing land, a developer may be required by the local municipality to provide these buffer zones to the specified area.

Flood Proofing means additions, changes, or adjustments to a building that reduces or prevents damage from flood events to the structure and/or its contents.

Fully Serviced means having all required services including water and sewer developed to provincial standards, developed road access to Village standards, and utilities such as power and gas.

Future Land Use Map means a map providing direction with respect to the predominant land uses within an area of the municipality.

Greenfield Development means development on land currently or previously used for agriculture, and or green space.

Heavy Industrial means land uses that are likely to have nuisance factors such as noise, odour, smoke, or airborne emissions. They require large tracts of land, extensive open storage areas, direct rail, and/or road access and may have high servicing demands (water, electricity, etc.).
Highway or Road means land:

1) Shown as a road on a plan of survey that has been filed or registered in a land titles office; or
2) Used as a public road; and
3) Includes a bridge forming part of a public highway or road and any structure incidental to the public highway or road or bridge.

Intermunicipal Development Plan means the Northwest Intermunicipal Development Plan adopted by Councils and pursuant to the Act.


Land Use Bylaw means a regulatory document that regulates development within the municipality.

Leadership in Energy and Environmental Design (LEED) means a green building rating system developed by the Canadian Green Building Council that provides a suite of standards for environmentally sustainable construction.

Light Industrial means land uses that do not create heavy customer flows, have fewer nuisance factors, and can be located on smaller tracts of land (relative to heavy industrial uses).

Market Study means the gathering and evaluation of data regarding the current and future demand for land, goods and services by industry type.

Medium density residential means the development of more than two dwelling units within a single building. Typical building forms include row housing or apartment buildings. Single-detached dwellings, duplex, and semi-detached dwellings, as well as secondary suites, are considered low density.

Municipality means the incorporated Municipality of the Village of Karen.


Municipal Reserves means the requirement of either 10% of land within a subdivision or cash in lieu of 10% of the value of subdivided lands, by a municipality, in accordance with the Municipal Government Act. Municipal reserves provide residents with parks, recreation facilities, public buildings, schools, natural areas, and horticultural or agricultural uses. Cash in lieu is added to a reserve account and is used to construct or maintain Municipal Reserve lands or facilities.

Non-conforming building/use means a building/use that is lawfully constructed or lawfully under construction at the date a Land Use Bylaw affecting the building/use or the land on which the building/use is situated becomes effective, and that on the date the Land Use Bylaw becomes effective does not, or when constructed, will not comply with the Land Use Bylaw.
Nuisance factors are by products of development such as noise, odour, smoke, airborne emissions, glare, etc.

Parks and Playgrounds means an area of land used for recreation purposes, usually including facilities such as slides, swings and other playground equipment.

Persons with disabilities means a person with a physical or mental disability as defined by the Alberta Human Rights Act.

Population Projection means projecting future changes in population totals, given certain assumptions including future trends in fertility, mortality, and migration rates.

Regulation means requirements related to the development of land as stipulated in the Land Use Bylaw, as well as regulations of the Municipal Government Act and amendments from time to time. Examples of regulations include minimum standards of development regarding the size of a parcel or lot area, floor area, yard setbacks, landscaping, design, character and appearance of a building (aesthetics). The Development Officer may vary these standards at their discretion.

Retail Store means a commercial establishment where goods are sold on a retail basis.

Roads, Arterial means roads that are intended to move large volumes of traffic.

Roads, Collector means roads that are intended to move traffic and provide land access, collecting traffic from local roads and carrying it to arterial roads.

Roads, Local means roads that are intended to provide land access.

Seniors Housing means an institution primarily for elderly persons where housing accommodation is provided and medical or supervisory care may be provided.

Unsightly Premises Bylaw means a statutory document meant to identify, limit the impact of, and provide enforcement options to a municipality with respect to unpleasant development that negatively impact the amenities of the neighbourhood.

Watercourses means
   a. The bed and shore of a river, stream, lake, creek, lagoon, swamp, marsh, or other natural body of water, or
   b. A canal, ditch, reservoir or other man-made surface feature whether it contains or conveys water continuously or intermittently.

Village means the incorporated municipality of the Village of Karen.

Wetlands means land having water at, near, or above the surface of which is saturate with water long enough to promote wetland or aquatic processes as indicated by poorly drained (hydric) soils, hydrophytic vegetation, and various kinds of biological activity that are adapted to the wet environment.
PART 6.0  MAPS

Map 1: Future Land Use

Map 2: Municipal Services

Map 3: Significant Features
Sample MDP Village of Karen

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Sample MDP Village of Karen

Guidebook for Preparing a Municipal Development Plan
Sample MDP Village of Karen

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Sample B: MDP for a Village of less than 500

Village of Broad Valley
Municipal Development Plan
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1.0 Introduction

The Municipal Government Act requires all municipalities to prepare and adopt a municipal development plan (MDP). The Act states that an MDP must address such issues as future land use and development in the municipality, the provision of municipal services and facilities, and inter-municipal issues such as future growth areas and the coordination of transportation systems and infrastructure.

The overall purpose of the Village of Broad Valley Municipal Development Plan (MDP) is to guide future growth and development to ensure that it is sustainable, orderly, appropriate, complementary, efficient, and that it enhances the quality of life for the citizens of Broad Valley. The MDP is primarily a policy document that can be utilized as a framework for the physical development of the community within which both public and private sector decision making can occur. As a policy document it is, for the most part, general in nature and long range in its outlook. The MDP provides the means whereby Council can evaluate immediate situations or proposals in the context of a long range plan.

This Municipal Development Plan embodies the community goals and aspirations contained in the vision statement. Goal statements have been provided to guide future planning and development. These goal statements appear at the beginning of each policy section and provide a framework for the objectives and policies within each section. The goals of the community are enabled through key objectives which in turn are supported through the MDP policies and guidelines.

It is also important to bear in mind that the MDP works best as a comprehensive whole and should be interpreted in a holistic manner. While the Plan is constructed by topic area it is important to view all of the policy directions in context with one another rather than as individual parts. In this way, several policy statements are intended to contribute towards moving Broad Valley closer to the vision described in Section 2.6.

The Plan Area map (see appendix) is a snap shot of the current land uses in the Village, and shows the locations of the major facilities in the Village.
2.0 Community Context and Trends

2.1 Regional Setting

The Village of Broad Valley is located approximately 35 km south of the town of Settlers, at the intersection of Highway 56 and Highway 590.

Broad Valley is accessed by two highways, Highway 56 running north-south with access from the towns of Settlers and Dinosaurs; and Highway 590 running east west, with access to Highway 2 and the town of Isle of Destiny. The Village is situated on the west side of Highway 56 at the Highway 590 intersection. Both of these highway connections afford great accessibility to the central Alberta area.

2.2 Population Changes

The Village of Broad Valley has seen significant population variations over the 110 year history of the village. The population of the village reached 1,000 people by 1925, driven primarily by coal mining in the area. By the year 1950 the population had dropped to 280 people as a result of the surrounding coal mines closing, however the oil and gas boom saw new growth in the village through the 1950’s to a population of 450 by 1965.

<table>
<thead>
<tr>
<th>Year</th>
<th>Population</th>
</tr>
</thead>
<tbody>
<tr>
<td>1950</td>
<td>280</td>
</tr>
<tr>
<td>1955</td>
<td>524</td>
</tr>
<tr>
<td>1960</td>
<td>419</td>
</tr>
<tr>
<td>1965</td>
<td>450</td>
</tr>
<tr>
<td>1970</td>
<td>378</td>
</tr>
<tr>
<td>1976</td>
<td>344</td>
</tr>
<tr>
<td>1981</td>
<td>360</td>
</tr>
<tr>
<td>1986</td>
<td>295</td>
</tr>
<tr>
<td>1991</td>
<td>303</td>
</tr>
<tr>
<td>1996</td>
<td>308</td>
</tr>
<tr>
<td>2001</td>
<td>340</td>
</tr>
<tr>
<td>2006</td>
<td>351</td>
</tr>
<tr>
<td>2011</td>
<td>364</td>
</tr>
<tr>
<td>2016</td>
<td>346</td>
</tr>
</tbody>
</table>

2.3 Residential Building Trends

The 2016 federal census identified 170 private dwellings in the village, with single detached dwellings being the predominant housing form representing 70% of the existing structures. Moveable dwellings, defined as mobile homes, were the second most common housing type accounting for 24% of existing structures. Multiple family housing, in the form of row housing, made up the smallest portion of housing stock at approximately 6%.

The 2006 federal census indicates 140 dwellings were constructed before 1986, of the 170 dwellings that existed in 2006. In the 20 year period between 1986 and 2006, 25 dwellings were constructed. Census data from 2016 indicates the available housing stock has not changed, with 170 private households reported. This information indicates that approximately 85% of the current housing stock in the village is at least 30 years of age, constructed prior to 1986.
The demand for residential development is not expected to change over the next 30 years. Assuming a medium growth scenario with 0.53% population growth per year and assuming residential densities of 10 dwelling units per hectare as proposed in Section 5.0(9), it is anticipated that an additional 2.81 ha of land will be required to accommodate residential growth between 2016 and 2046.

### 2.4 Development Influences

Map 1 and Map 2 (see appendices) identify the significant features that influence the future growth pattern of the Village of Broad Valley. These features represent constraints to urban development as well as opportunities for the creation of an attractive, interesting urban community.

Map 1 identifies the significant natural constraints within the community, these being the naturally occurring features. The first of these features being the steep slopes identified in the northwest portion of the village. The most prominent area of the slopes is the escarpment that follows the boundary of the existing development. The areas identified are those that have a slope of 15%, representing areas where unstable slopes may be an issue and further investigation will be required to determine the suitability for development. The second significant feature identified is the Broad Valley Creek corridor. Two main concerns associated with this feature are, the 1:100 year floodplain of the creek, as well as the wetlands and riparian areas surrounding the creek. Though no floodplain mapping is available for Broad Valley Creek, a development setback will be required to avoid potential flood hazards. The wetlands adjacent to the creek also present a barrier, and should be avoided in order to maintain the ecological integrity of the riparian zone.

Map 2 identifies the significant human development constraints, mainly oil and gas facilities and coal mines. There are multiple active oil and gas wells within the Village boundary, which all have a 100 m development setback. In addition, there are sour gas pipelines at the south end of the Village which have a 500 m development setback. These facilities restrict the type of development that may be located within these setbacks. In addition there is an underground coal mine in the north portion of the Village which will also restrict development potential. The waste transfer station and its related setback limits the form of development northeast of the golf course. The wastewater treatment/sewage lagoons and related setback influences the types of land uses that could be considered for the lands south of the highway.

The surrounding land uses are primarily agricultural, which offer little future development conflict. However, the existing natural constraints to the west in the form of steep slopes and to the east in Broad Valley Creek, and human constraints such as the sour gas facilities in the south and the underground coal mines in the north, will severely limit the growth potential of the Village outside of the current boundary.
2.5 Future Trends and Opportunities

Broad Valley is advantageously located close to the Highway 56 corridor, within commuting distance of both the Town of Settlers and the Town of Dinosaurs which provide excellent opportunities for future growth and economic development. The Village boasts comfortable living within a rural setting with great views of the surrounding agriculture lands, a wide range of recreational activities and some business services, all of which contribute to an excellent quality of life for its residents. The share of future regional population growth and development attracted to Broad Valley will be dependent on several factors including:

- people’s preference for small town, rural setting living;
- the availability of affordable housing relative to other opportunities in the region;
- economic and employment opportunities in the region or within commuting distance;
- availability of recreation and leisure opportunities; and
- the level of services and amenities contributing to a high quality of life available in the community.

The Village of Broad Valley anticipates population growth throughout the planning period. Population projections through to the year 2046 are provided in the table below, as well as the anticipated additional dwelling units required for the projected populations.

Projected Population Growth

<table>
<thead>
<tr>
<th>Year</th>
<th>Very Low (0.01% per yr)</th>
<th>Low (0.12% per yr)</th>
<th>Medium (0.53% per yr)</th>
<th>High (0.58% per yr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>346</td>
<td>346</td>
<td>346</td>
<td>346</td>
</tr>
<tr>
<td>2021</td>
<td>346</td>
<td>348</td>
<td>355</td>
<td>356</td>
</tr>
<tr>
<td>2026</td>
<td>346</td>
<td>350</td>
<td>365</td>
<td>367</td>
</tr>
<tr>
<td>2031</td>
<td>347</td>
<td>352</td>
<td>375</td>
<td>377</td>
</tr>
<tr>
<td>2036</td>
<td>347</td>
<td>354</td>
<td>385</td>
<td>388</td>
</tr>
<tr>
<td>2041</td>
<td>347</td>
<td>357</td>
<td>395</td>
<td>400</td>
</tr>
<tr>
<td>2046</td>
<td>347</td>
<td>359</td>
<td>405</td>
<td>412</td>
</tr>
</tbody>
</table>
Additional Dwelling Unit Requirements (based on 2.1 persons/household)

<table>
<thead>
<tr>
<th>Year</th>
<th>Very Low (0.01% per yr)</th>
<th>Low (0.12% per yr)</th>
<th>Medium (0.53% per yr)</th>
<th>High (0.58% per yr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>2021</td>
<td>0</td>
<td>1.0</td>
<td>4.3</td>
<td>4.8</td>
</tr>
<tr>
<td>2026</td>
<td>0</td>
<td>1.9</td>
<td>9.0</td>
<td>10.0</td>
</tr>
<tr>
<td>2031</td>
<td>0.5</td>
<td>2.9</td>
<td>13.8</td>
<td>14.8</td>
</tr>
<tr>
<td>2036</td>
<td>0.5</td>
<td>3.8</td>
<td>18.6</td>
<td>20.0</td>
</tr>
<tr>
<td>2041</td>
<td>0.5</td>
<td>5.2</td>
<td>23.3</td>
<td>25.7</td>
</tr>
<tr>
<td>2046</td>
<td>0.5</td>
<td>6.2</td>
<td>28.1</td>
<td>31.4</td>
</tr>
</tbody>
</table>

Average annual population growth of 0.53% during the planning period is considered a reasonable expectation for the Village of Broad Valley, based on previous growth. Using this growth rate, the population of the Village is expected to exceed 400 people by 2046 if this population growth rate is realized.

The following table identifies the future land requirements to accommodate the Village’s needs.

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Land/Unit Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential Land</td>
<td>2.81 ha</td>
</tr>
<tr>
<td>Residential Units</td>
<td>28.1 dwelling units</td>
</tr>
<tr>
<td>Commercial</td>
<td>0.28 ha</td>
</tr>
<tr>
<td>Industrial</td>
<td>2.03 ha</td>
</tr>
</tbody>
</table>
3.0 Vision Statement

The vision for the community is as follows:

“Broad Valley is a thriving village offering a clean and quaint community for people of all ages to live in. With a strong connection to their heritage, it offers a unique tourist destination within central Alberta that supports a multitude of activities and businesses. The citizens and community are welcoming to all who enter, providing a high quality of life through a variety of recreational and community opportunities and sustainable living practices.”

3.1 Future Land Use Concept

Map 3 Land Use Concept (see appendices) identifies the preferred long range growth and land use pattern as envisioned by the Village. This includes the type and location of different land uses, potential future growth areas outside the Village’s boundaries, and the general location of major roads. The land use concept may be further defined through the preparation and adoption of statutory and non-statutory plans for smaller areas of the Village.

Further, the Land Use Bylaw shall be utilized to implement the MDP policies through the designation of land use districts and the application of development standards for each district. In this regard, the boundaries between the land uses shown on Map 3 are not to be rigidly interpreted and the specific boundaries shall be determined through the designation of the Land Use Bylaw districts. The land use designations and the objective for each are as follows:

- **Residential** - reflects existing areas of residential development, land subdivided for residential development, and land intended for future residential growth;

- **Commercial** - reflects areas of existing commercial development and future areas of commercial development;

- **Industrial** - reflects existing and future areas with industrial development potential;

- **Public/Institutional** - reflects existing community amenities, major institutional uses, recreational uses, and public works; and

- **Open Space** – reflects areas to be kept in a natural state, and public and private recreational areas.
4.0 Growth Management

Goal

Well managed rate, type and direction of growth and urban development in a manner that is compatible with and enhances the physical setting and character of Broad Valley and is within its financial capability.

Objectives

• To ensure urban development and expansion provides for future land use requirements while recognizing the need to retain for as long as possible the agricultural use of lands.

• To manage urban development in a responsible, orderly and cost-efficient manner providing the necessary degree of land use control and adherence to good planning principles.

• To encourage development, operational and maintenance practices that contributes to attractive and pleasant urban spaces and minimizes the operational and maintenance cost of municipal services and infrastructure.

Policies

1. Prior to considering a change in a Land Use Bylaw designation on larger parcels of land, the Village may require submission of an area structure plan for larger tracts of land and where subdivision and development is proposed within 0.80 kilometers of Highway 56. The area structure plan shall be prepared to the satisfaction of the Village and shall include all requirements specified within the Municipal Government Act including the following:

   a) the sequence of development proposed for the area;

   b) the land uses proposed for the area;

   c) the density of population proposed for the area;

   d) the general location of major transportation routes and public utilities; and

   e) any other matters Council considers necessary.
2. Any additional studies, testing and approvals that may be required to determine the suitability of the subject lands for development may also be required and shall be the responsibility of the developer.

3. In considering a proposal for a change in Land Use Bylaw designation, subdivision or development that allows for more intense subdivision or development than presently exists, the Village may require submission of an outline plan. In preparation of the outline plan the following matters should be considered where applicable:
   a) the type and scale of the proposed use or uses;
   b) the suitability of the site for the proposed use or uses;
   c) site design with respect to natural topography, treed areas, landscape features, wetlands and steep slopes;
   d) compatibility with surrounding existing and future land uses;
   e) proposed access, intersection treatments and impacts on the road system;
   f) availability of municipal utility services;
   g) provision of open space in terms of public access and use;
   h) adequacy of parcel sizes to support the intended use, design and appearance;
   i) consistency with provisions contained in applicable statutory plans and the Land Use Bylaw;
   j) proximity to oil and gas infrastructure, wastewater treatment facilities and solid waste handling facilities;
   k) the need for the development and the benefits the development would bring to the community; and
   l) any other matters deemed relevant by the Village.

4. Wherever possible, development shall be contiguous to existing built areas unless the Village deems servicing and road requirements are more efficient and can be economically provided in areas isolated from the existing built-up areas. This requirement for contiguous development shall be applied in a manner that maintains a competitive supply of developable land within the Village boundaries.

5. The Village shall identify growth needs and directions for Broad Valley and plan for any necessary annexations to ensure the Village has access to an adequate supply of readily serviceable land for residential, commercial and industrial land
uses. This shall include maintaining a twenty (20) year supply of land within the Village’s corporate boundaries.

6. Infill development and intensification within existing built areas shall be encouraged to take advantage of existing municipal utilities and roads.

7. The Village shall promote the development of a compact community and encourage development at efficient density levels to make maximum use of infrastructure, land supply, and public expenditures for maintenance and operating and reduce per unit development costs.

8. Developers shall be responsible for the construction and initial maintenance of municipal utilities, including required extensions and oversizing, unless otherwise specified in a development agreement with the Village.

9. Any public expenditure for improvements or municipal services proposed within this Plan to be funded by the Village shall be subject to the Village’s annual operating and capital budgeting priorities and approvals process and shall be evaluated in relation to the overall needs of the community and village-wide spending priorities.

10. Broad Valley’s growth and development should be monitored by the Village in relation to:

   a) the rate of population growth and new housing construction;
   b) the supply of serviced and non-serviced land for residential, commercial and industrial uses;
   c) the capacity of the water, sanitary sewer and storm water systems;
   d) road access, safety and internal traffic patterns;
   e) adequacy of open space system and community services; and
   f) any other matter deemed appropriate by Council.
5.0 Economic Development

Goal
A robust local economy supported by a broad municipal tax base providing varied employment opportunities for residents of all ages.

Objectives
- To strive to reduce the tax load for residential properties by pursing a 30:70 non-residential to residential ratio in the local property assessment base.
- To encourage investment in new and expanded commercial and industrial development.
- To advocate for local employment opportunities.

Policies
1. The Village shall support diversification of the economic base of the community through the expansion of industrial and commercial activities and identification of areas suitable for these uses.
2. Where compatible with residential land uses, the development of home occupations shall be encouraged.
3. The Village supports, in principle, private economic development initiatives.
4. The Village may support economic development initiatives, either on its own or in partnership with the private sector.
5. The Village supports, whenever possible, joint economic development initiatives with the County of Settlers and other municipalities in the region.
6. The Village encourages the development of the tourism industry in and around Broad Valley. Such development should not have adverse social, economic, or environmental impacts.
7. Tourism oriented development should benefit the citizens of Broad Valley and area by providing greater economic, recreational, and cultural opportunities.
8. The Village should consider the development of a tourism marketing plan to coordinate marketing efforts, both public and private, and to attract more tourists and increase the length of their stay.
9. The Village should consider developing a registry of local businesses and services in order to identify and then actively seek to fill gaps.
6.0 Urban Form and Design

Goal

A safe, attractive, stimulating, accessible and barrier free environment in which residents can live and work.

Objectives

- To achieve and sustain physical environment that is attractive, safe, functionally efficient, sensitive of its evolving character, and environmentally responsible.

- To ensure that the design of the built environment contributes to the sense of place by strengthening and enhancing the character of existing locations and neighbourhoods.

- To encourage proposals for re-development and infill within existing neighbourhoods that are designed to be compatible to the surrounding residential areas, based on principles of good urban design practice.

- To achieve a high quality of design in the public realm.

- To promote sustainable management practices and green building design standards (such as the principles of Leadership in Energy and Environmental Design (LEED)), which supports a framework for environmentally sustainable development.

Policies

1. The physical design of a site shall relate to its role in and enhance the overall village structure.

2. The physical design of a site shall contribute to the promotion of the vision and image of Broad Valley as a culturally rich and vibrant community hub and a sustainable and attractive village.

3. The design policies contained in this section shall be considered in the review and approval of all infrastructure projects, public realm improvements and development applications, in balance with other applicable policies contained in this Plan.

4. The density, scale, massing, floor area ratio, height, siting, setbacks and lot coverage of development shall be compatible with the existing development pattern in the surrounding area.
5. Residential neighbourhoods shall be designed to allow freedom of public access.

6. New development shall be located and oriented to frame and reinforce a street line, composed of existing and planned development to provide definition to the public realm.

7. Uses located at-grade, including ground-level residential uses, that front a public right-of-way should locate unit entrances so that they are accessible from the public sidewalk.

8. Buildings located on corner sites shall address both streetscapes through building massing, location of entrances, landscaping and/or architectural elements.

9. Blank facades shall be avoided and shall not face a public street or public open space.

10. Proposed development shall adhere to the existing prevalent road and lotting pattern in the area.

11. The street network design shall preserve and respond to existing natural and topographical features such as wetlands, woodlots and valleylands.
7.0 Housing and Neighbourhood Design

Goal
Inclusive neighbourhoods that contain a range of housing opportunities and related compatible uses supporting the needs and preferences of a variety of household types and income levels.

Objectives

- To diversify the variety of residential options in the community to address life cycles and lifestyles.
- To encourage the infilling and redevelopment of vacant or under-utilized lots to benefit from existing municipal services.
- To ensure a high standard of residential development and neighbourhood design.
- To avoid land use conflicts between residential uses and incompatible, non-residential uses.

Policies

1. The Village shall direct residential development to the areas identified on Map 3 Land Use Concept.
2. The Village shall encourage the provision of a variety of housing forms in terms of lot size, dwelling type, appearance, and affordability.
3. In considering new statutory and non-statutory plans, subdivisions, and Land Use Bylaw designations the Village should ensure that the following mix of housing types is achieved across the community’s overall residential area:
   a) no less than 60 percent of the total potential dwelling units being single detached dwellings; and
   b) no more than 40 percent of the total potential dwelling units being semi-detached, apartment, fourplex, town housing and manufactured home units.

   This mix is to be achieved on a broad, community-wide basis rather than on a site specific basis to allow for the creation of distinct residential neighbourhoods or sub-neighbourhoods.
4. In locating sites for multi-family housing, the following criteria should be applied:
   a) close proximity to a major collector or arterial road;
b) adjacent or nearby open space and path system;

c) compatibility with existing housing and uses; and

d) lot size sufficient to minimize traffic and parking congestion.

6. The Village acknowledges the contribution Manufactured Home Communities fill as a housing option. A proposal for a new Manufactured Home Park shall be integrated into a new development area only when guided by an Area Structure Plan or Outline Plan.

7. The existing manufactured home community may be redeveloped for other forms of residential development, or other appropriate use, compatible with adjacent land uses through the preparation and approval of an Area Structure Plan or Outline Plan.

8. Residential areas shall be adequately buffered from major arterial roads and industrial and commercial areas.

9. The overall design density for existing and future residential areas of the Village, with the exception of the low density residential area and live/work residential area, should average between 10 and 12.5 dwelling units per gross developable hectare. This design density does not apply to individual sites. Variations may be permitted if accommodated in an adopted statutory or non-statutory plan.

10. The Village shall require a high standard of subdivision design to promote the efficient use of land, roads and utilities, compatibility between housing types and land uses and aesthetically pleasing residential environments. Subdivision designs should:

   a) provide for varied lot sizes to accommodate different housing types, sizes and designs;

   b) minimize through traffic on local roads;

   c) provide sufficient on-street and off-street parking;

   d) encourage the retention and integration of natural and historically interesting amenities and features;

   e) accommodate adequate parks, open space and pathway systems;

   f) provide opportunities for lots with and without lanes;

   g) provide buffers and/or distance separation of land uses and features of lesser compatibility; and

   h) promote high visual standards and interesting streetscapes.
11. The Village shall work in partnership with community agencies, non-profit organizations, senior levels of government and the business community in pursuing affordable housing options including the provision of rental units, garden suites and secondary suites when opportunities or funding programs arise.
8.0 Commercial

Goal

A vibrant and diverse commercial area that meets the needs of Broad Valley, and the surrounding area.

Objectives

- To support existing businesses and uses and welcome new commercial development to the community including home occupations.
- To promote a functional and commercially attractive Village Centre business area.
- To ensure there is sufficient commercial land available for a variety of commercial development.
- To increase and diversify the long term commercial tax base of Broad Valley.

Policies

1. The Village shall encourage the location of commercial development within the areas identified on Map 3 Land Use Concept. The detailed form of commercial on individual sites and areas shall be determined through approved area structure plans, where applicable, and Land Use Bylaw designations.

2. All commercial development shall be required to:
   a) have a high quality of external design and finishing that complements or improves upon the appearance of existing development in the vicinity;
   b) have a high quality of landscaping and aesthetically pleasing site design;
   c) have controlled vehicle access from arterial and collector roads;
   d) provide for safe onsite vehicular movement, safe and convenient pedestrian movement and linkages to the open space system where possible; and
   e) provide adequate buffering between commercial development and surrounding existing and future residential areas in order to minimize noise, traffic, light, and visual impacts.

3. The Village shall support initiatives to maintain and enhance the central business area as a viable multi-use focal point of the community that includes shopping
opportunities, personal and business services, public institutions, restaurants and entertainment and office commercial uses.

4. Where uses existing on a parcel within the commercial areas identified on Map 3 Land Use Concept do not conform with the allowable uses under a commercial Land Use Bylaw designation, the Village shall safeguard these existing uses from the limitations of non-conforming use status by listing the existing use on that particular parcel as a discretionary use within the applicable commercial Land Use Bylaw district.

5. The Village shall strive for the development of a compact central business area along Main Street, and Railway Avenue north of Main Street and south of Third Street South as shown on Map 3 Land Use Concept and encourage development and redevelopment to maximum allowable densities.

6. The Village shall encourage compact commercial development through commercial mixed use buildings and live/work units including residential uses, where there is minimal possibility of conflict between adjacent uses and development of second floor space in commercial areas.

7. The Village shall encourage mixed use development in the central business area that includes complementary land uses such as community, cultural, recreational, entertainment, public uses and residential. In acting on this policy, the Village shall recognize that residential uses in the central business area will be subjected to more noise and traffic than is typically considered acceptable in a predominantly residential area and accept this as one of the trade-offs associated with creating residential opportunities in this area.

8. New development and redevelopment in the central business area shall be encouraged to use pedestrian oriented building and site design (building entrance close to or directly accessible from the public sidewalk) rather than vehicle oriented designs (parking lot separating building from public sidewalk) wherever possible.

9. The Village supports the development of home occupations in residential districts in accordance with the standards of the Land Use Bylaw.
9.0 Industrial

Goal
A strong industrial district which meets and services the needs of Broad Valley and district.

Objectives
- To expand and build upon Broad Valley’s experience with industrial, agricultural and resource based activities.
- To ensure there is a variety of parcel sizes and servicing levels to attract a diverse range of industry and related service industries.
- To increase and diversify the long term industrial tax base in Broad Valley.
- To minimize potential conflicts between industrial and non-industrial land uses.

Policies
1. Industrial activities shall include the development of structures, buildings and landscaped areas. Map 3 Land Use Concept indicates areas designated for Industrial development.
2. A wide variety of lot sizes will be provided to ensure the availability of land for a broad range of industrial activities. Industrial areas shall be provisioned with adequate infrastructure that can accommodate these developments in a timely, economical and environmentally sustainable manner.
3. The Village shall promote Broad Valley’s locational advantage when pursuing industrial expansion in areas of agricultural related activities, light industrial manufacturing, material transportation, heavy equipment, and support service activities.
4. Industrial development shall be encouraged to locate on lands readily accessible to existing transportation infrastructure to provide for efficient transportation and shipping operations.
5. Industrial uses shall integrate access and egress with Highway 590 through the use of service road systems or controlled access points approved by Alberta Transportation.
6. Care shall be taken in the placement and approval of industrial uses that normally create significant land use conflicts with regard to noise, vibration, smoke, dust, odour or potential environmental contamination. Such uses shall be encouraged to find a location that maximizes separation from residential areas and does not impact adjacent land uses.

7. The designation of additional land for industrial use shall take into consideration the following criteria:

   a) the site shall have direct and approved access to a major public road;
   b) the development will not generate additional traffic on residential streets;
   c) the development shall not have adverse impacts on the natural environment, including groundwater resources; and
   d) the development shall not detract from the visual attractiveness of the area.

8. The Village will require an independent Environmental Impact Assessment (EIA) to be completed before considering approval of an industrial use in a newly developed area which may have impacts on public health or the environment.

9. Industries considered hazardous due to the transport, handling, bulk storage or use of hazardous materials shall be discouraged from locating within the Village boundaries.
10.0 Transportation

Goal

Broad Valley is accessible, with a transportation network that provides a wide variety of options that are efficient, reliable and cost-effective to serve diverse needs and capabilities of citizens.

Objectives

- To ensure transportation infrastructure permits safe, efficient and convenient vehicle and pedestrian circulation.
- To provide access and internal roads to serve the existing and future needs of the Village.
- To consider environmental interests when planning, constructing and maintaining road systems.
- To ensure that future land use and development is compatible with existing and planned transportation infrastructure, including the Alberta Prairie Railway.

Policies

1. Developments will ensure safe access and egress from adjacent roadways without disruption to the transportation network. Highway 590 and Highway 56, local and arterial roadways are identified on Map 3 Land Use Concept

2. Planned development shall minimize transportation-related expenditures in service provision by coordinating access points on provincial roads and highways to minimize disruption to traffic flows.

3. The Village will work with Alberta Transportation to ensure land uses and development does not encroach on highway traffic circulation and safety. The Village shall continue cooperating with County of Settlers in the planning of inter-municipal transportation networks.

4. The Village will continue to budget for roadway improvement in annual and long-range budgets and plan roadways to ensure that they provide appropriate service in a cost effective manner.

5. The Village shall consider the long-term costs of transportation infrastructure and the short-term cost to individuals and businesses in all land use and development decisions. Infill development shall be encouraged as a means to reduce the need for new transportation infrastructure.
6. Care shall be taken in the location and approval of transportation infrastructure that normally creates significant land use conflicts with regard to noise, vibration, smoke, dust, odour or potential environmental contamination. Noise attenuation devices and visual screens, other land uses, development regulations (i.e. lot depth), or landscaped buffer strips shall be required to be installed by developers between new residential development and highways, railways and/or arterial roads.

7. The Village requires that Area Structure Plans (ASP) establish road types and major road alignment. New roads will be planned and constructed with regards to proposed land uses and the provision of suitable access.

8. New subdivisions will be required to enter into a subdivision servicing agreement and/or development levy. All roads and sidewalks or trail construction must meet municipal requirements. Any future subdivision shall provide for the general alignment of road networks identified in any adopted Area Structure Plan.

9. Signed truck and dangerous goods routes shall continue to be identified and monitored in order to minimize truck traffic intrusion into residential areas.

10. Property for road rights-of-way will be acquired through dedication or an agreement for purchase at the time of development or redevelopment of property through building setbacks and subdivision design.

11. The Village, through this Plan, shall provide for efficient and effective land use and transportation planning including consultation with Alberta Prairie Railway in order to minimize the potential for future land use conflicts and provide adequate protection for existing railway infrastructure. (i.e. land development or redevelopment in proximity to existing rail lines and road/rail crossing issues).

12. The Village will consult with Alberta Prairie Railway to ensure the safety of train, vehicular, and pedestrian traffic within the Village.
11.0 Heritage Preservation

Goal
Well preserved historical resources that aid in promoting the Village of Broad Valley as a cultural hub, through partnerships with local and regional organizations for rehabilitation, reuse and remembrance of heritage resources.

Objectives

- To identify and conserve the best elements of the Village’s cultural and heritage resources.
- To prioritize projects which promote local interest in Broad Valley’s heritage attributes.
- To encourage partnerships among community interest groups and businesses to promote the Village’s cultural assets.
- To encourage opportunities for the reuse or rehabilitation of historic buildings.

Policies

1. The Village will cooperate with community stakeholders to identify and continually assess the significance of historic, cultural sites and special areas within Broad Valley.

2. At the request of owners and in accordance with the Historical Resources Act, significant historic sites and architectural features shall be designated and recognized as heritage properties. The Village will require the appropriate use and treatment of properties designated through the Act.

3. Existing heritage resources should be protected from incompatible or potentially incompatible land uses which may negatively impact their integrity or operation.

4. The Village shall encourage owners to conserve buildings and sites with heritage merit. Research and the collection of historical information of heritage buildings shall be continued.

5. The Broad Valley Historical Society shall be supported in their efforts to acquire, conserve, study, exhibit regional historical and cultural objects and artifacts and to educate/outreach to promote Broad Valley’s regional culture and heritage history.

6. The Museum shall be encouraged to market on-site activities and programming through collaboration with the Red Deer Regional Tourism initiative, Travel Alberta and the Alberta Ministry of Tourism and Culture.
7. The Village shall work with the Alberta Prairie Railway to promote Broad Valley as a heritage and tourist destination.

8. The Village shall continue partnering with County of Settlers for assistance in support of cultural facilities to ensure access to quality facilities and programs for the benefit of Village and district residents and users.

9. Recognition, through signage or place naming, shall be encouraged throughout Broad Valley to honour significant citizen and corporate contributions. Sport, agricultural and industrial heritage may be highlighted through the naming or sponsorship of public amenities and spaces.
12.0 Parks, Recreation and Culture

Goal

Integrated, accessible and well-planned facilities, along with open space and parks system that supports a broad range of recreation and cultural opportunities catering to diverse groups, and promote quality art and cultural programming that enlivens and celebrates the Village and region.

Objectives

- To provide natural open space areas which enhance the community’s appearance.
- To provide, encourage and support an adequate range of social care, day care, and religious opportunities to meet the needs of the community, in appropriate and accessible locations.
- To plan for and provide capital investment in maintaining and upgrading existing facilities and developing new recreation and community facilities.
- To encourage partnerships among community interest groups and businesses to promote the Village’s cultural assets.

Policies

1. The Village shall provide built and natural settings for recreation include facilities, parklands, open space areas and trails and recreational facilities to meet the needs of a growing community.

2. The Village encourages a range of recreational uses. A balance of indoor and outdoor experiences shall be explored to ensure recreational facilities achieve optimum usage and are accessible by Village and district residents for year-round recreational pursuits.

3. The Village will continue to explore funding options for the provision of recreation services and facilities in Broad Valley through partnerships with the public, private and not-for-profit sectors, County of Settlers, government agencies, and community groups.

4. Recognition, through signage or place naming, shall be encouraged throughout Broad Valley to honour significant citizen and corporate contributions. Sport, agricultural and industrial heritage may be highlighted through the naming or
sponsorship of public amenities and spaces. The corporate “sponsoring” of recreational facilities, park and trail furniture will be encouraged.

5. The Village shall work with and coordinate the initiatives of developers and other agencies to enhance the parks and open space network in Broad Valley including Municipal Reserve land and the dedication of environmentally sensitive areas.

6. The use of Municipal Reserve dedication for recreation shall be encouraged including the consolidation of reserve lands into larger parks and the provision of trail linkages around the Village when possible. New subdivisions must include walkway easements or Municipal Reserve linkages to existing development.

7. Local playgrounds shall be centrally located and safely sited within residential neighbourhoods as part of the Municipal Reserve dedication requirement.

8. In new residential subdivisions the provision and development of buffer strips, walkways, pathways and utility rights-of-way will be encouraged to separate incompatible land uses and, if possible, to keep important natural areas generally intact.

9. The Village supports the preservation of natural areas and natural vegetation in open spaces. A variety of native trees and vegetation shall be encouraged to minimize maintenance and water use. The Village encourages the planting of shelterbelts and windbreaks (snow catch) on municipal lands and on privately owned properties.

10. A safe network of pedestrian/bicycle sidewalks and trails between parks, recreational, community and institutional uses within the community shall be identified. The Village shall encourage trail user participation when planning trail design and maintenance programs.

11. The Village will cooperate with community stakeholders to identify and continually assess the significance of historic, cultural sites and special areas within Broad Valley.

12. At the request of owners and in accordance with the Historical Resources Act, significant historic sites and architectural features shall be designated and recognized as heritage properties. The Village will require the appropriate use and treatment of properties designated through the Act.

13. Existing heritage resources should be protected from incompatible or potentially incompatible land uses which may negatively impact their integrity or operation.

14. The Broad Valley Historical Society shall be supported in their efforts to acquire, conserve, study, exhibit regional historical and cultural objects and artifacts and to educate/outreach to promote Broad Valley’s regional culture and heritage history.
15. The Museum shall be encouraged to market on-site activities and programming through collaboration with Travel Alberta and the Alberta Ministry of Tourism and Culture.

16. Upon subdivision, the subdivision authority shall require the provision of up to ten percent (10%) of the land to be subdivided as Municipal Reserve in accordance with the provisions of the Municipal Government Act. Municipal Reserve parcels shall be located so as to allow for convenient access by the public and shall not consist of ecologically sensitive lands.

17. Municipal and Environmental Reserves may be used for active and passive recreation, the development of continuous pedestrian linkages or for natural drainage courses, storm water retention or other similar uses. The Village may, at its discretion, credit a portion of lands dedicated as public utility lots (PULs) towards overall reserve dedication if the Village determines that the subject PUL lands have recreational value.

18. Municipal Reserve parcels may be used to provide green spaces, buffers, school sites, parks and recreation facilities, and linear parks and pathways, as identified on Appendix A: “Future Land Use Concept”. Other Municipal Reserve parcels not shown on Appendix A may be identified in outline plans and/or as part of the subdivision approval process.

19. When dedication of Municipal Reserve is required for subdivision, the Village may accept cash-in-lieu of dedication unless there is an identified need for recreational land in the vicinity of the development.
13.0 Environment

Goal
The protection and enhancement of natural areas and features in the village to maintain ecological integrity and avoid hazards.

Objectives
- To acknowledge and conserve natural, environmental features and systems within the Village of Broad Valley.
- To restrict development on land that is environmentally sensitive and/or subject to development risks.
- To extend the responsibility for sound environmental management to property owners and developers.
- To be proactive in acknowledging the potential for climate change effects.

Policies
1. Agricultural holdings within the Village’s boundary shall be encouraged to protect the natural and economic value of their soils by minimizing activities that cause soil degradation or loss. Topsoil should be retained, where possible, to provide a rich basis for site planting and landscape development.

2. Subdivision and development proposals involving hazard lands may be required to include a Phase 1 Environmental Site Assessment in accordance with the Canadian Standards Association Z768-01 and/or a geotechnical assessment conducted by a qualified professional engineer, and to follow the recommendations of these studies regarding measures that could mitigate the hazardous conditions.

3. The Village will require a development proponent to provide documentation that a property, suspected as having some form of contamination, is clean or has been cleaned-up. This documentation is to be provided prior to undertaking any development of a suspected contaminated property. Where documentation is not available, the Village will require the proponent to undertake an analysis to determine the possible nature and extent of any contamination in accordance with Alberta Environment and Parks Regulations.
4. The Village shall protect municipal water quality and quantity by minimizing potential negative impacts through sound land use planning practices in source areas in collaboration with the County of Settlers.

5. The Village will encourage the use of innovative low impact development design, permeable surfaces, and technologies in infill redevelopments to address storm water runoff, groundwater infiltration and water quality on-site. Development shall avoid developing in low-lying catchment areas and drainage courses.

6. The Village shall ensure adequate storm water drainage of new developments by preserving natural holding areas or by other means which may be engineered and constructed (i.e. storm water retention pond).

7. Future developments shall integrate into the natural surroundings and shall complement the surrounding community design, landscape and vegetation. Natural areas and sensitive ecological areas shall be identified and protected where human activities may potentially stress the environment.

8. The Village will identify significant natural features, hazardous lands, and other lands and features for conservation. Where feasible, these areas are to be preserved and integrated into the open space system for public use and/or environmental protection or public safety. Consideration shall be given to the drainage effects of development in ecologically sensitive areas.

9. Upon subdivision, the subdivision authority may require that undevelopable lands are dedicated as Environmental Reserve parcels or Environmental Reserve easements in accordance with the provisions of the Municipal Government Act.

10. For the protection of riparian zones, specifically around Broad Valley Creek, the minimum width of an environmental reserve adjacent to a water body or, in the absence of an environmental reserve, the minimum width of a development setback from a water body shall be 30 metre (100 feet) measured from the bed and shore of the water body or from an associated water management right-of-way to the nearest boundary of private property, subject to the discretion of the Village. Retention or new planting of natural vegetation is encouraged within the building setback as a means of enhancing water quality through sediment and contaminant removal and biodegradation.

11. Environmental Reserve parcels and Environmental Reserve easements shall remain undeveloped in their natural state. At its discretion, the Village may develop Environmental Reserve parcels for uses that are consistent with the Municipal Government Act and other applicable Acts.
14.0 Community and Protective Services

Goal

The residents of Broad Valley and surrounding area are well-served with social and protective services that reflect the level of service desired by the community.

Objectives

- To protect the residents of Broad Valley from criminal activity and unlawful conduct and ensure that the community can adequately deal with emergency situations.
- To ensure that emergency response plans are current and reflect changes in land uses or activities.
- To build partnerships with community groups, social, safety, and protective agencies.
- To work with surrounding municipalities in providing the required emergency service infrastructure on a regional delivery basis.

Policies

1. Public safety requirements shall guide all developments. The Village shall ensure that their Emergency Response Plan is current and reflects changes in land uses or activities. This plan is modified on an on-going basis to ensure the most up-to-date resources and agencies are actively involved in the implementation of the Plan should an emergency situation arise.

2. The Village shall, on an annual basis, review the number of emergencies and response times to determine the requirement for additional protective services. In addition the Village shall review the long-term capital building and equipment needs for protective services on an annual basis or as required by provincial agencies.

3. The Emergency Response Plan for the Village will be coordinated with all federal and provincial programs and policies and supportive of the other municipalities within the region. The Village shall support Emergency Protection services and facilities to ensure they are staffed with paid or volunteer individuals to meet the needs for protective services.

4. The Village of Broad Valley will continue working with existing emergency planning and response agencies in the region. The Village recognizes the importance of the Settlers Regional Emergency Management Partnership which is mutually supportive though reduces unnecessary duplication of resources.
5. The Village recognizes and appreciates the RCMP and County of Settlers Peace Officers and the services they provide. The Village invites these members to participate in community events both as members of the community and in their professional capacities.

6. The Village shall consider *Crime Prevention Through Environmental Design* principles (CPTED) when reviewing development applications and in the layout and implementation of green spaces, gathering spaces and public areas.
15.0 Municipal Infrastructure

Goal

Residents, businesses and properties in Broad Valley will have access to safe, reliable, adequate and cost effective utility services capable of supporting existing and future urban development.

Objectives

- To proactively plan for the maintenance, replacement and upgrading of public utilities.
- To promote the use of conservation practices to reduce utility consumption, demands on utility systems and impacts on the environment.

Policies

1. Development and services should occur in a manner that minimizes the financial burden and risk for the citizens and property owners of Broad Valley while maintaining the Village’s fiscal health.

2. The citizens of Broad Valley should, whenever possible, be provided with adequate, timely, and efficient protective services. This includes, but is not limited to, protection from loss of life and property from fire, accident, natural disaster, or unlawful activity.

3. The citizens of Broad Valley should, whenever possible, be provided with adequate, timely, and efficient common services. This includes, but is not limited to infrastructure development and maintenance, snow removal, and garbage removal.

4. The citizens of Broad Valley should, whenever possible, be provided with adequate social programs and services that enhance the social wellbeing of individuals, families, and the community as a whole.

5. All development shall have, whenever possible, adequate access for common and protective service providers.

6. The Village may promote the transfer of operating costs of services and community facilities from the general tax base to users.

7. The Village supports the development, whenever possible, of partnerships with the County of Settlers for the provision of municipal services.
16.0 Intermunicipal Cooperation

Goal

Cooperate with adjacent municipalities and other government agencies to achieve mutual objectives benefitting residents and businesses in Broad Valley and helping to secure the Village’s long-term position in the region.

Objectives

- To broaden the joint planning, development and operating framework with the County of Settlers, and other municipalities through Joint Economic and Intermunicipal Agreements.
- To ensure open dialogue with the County of Settlers to address issues of mutual interest.
- To cooperate with the County of Settlers to ensure the availability of an adequate supply of urban developable land for future growth needs.

Policies

1. Intermunicipal cooperation and private or public sector initiatives that focus on a cooperative approach to providing and sharing community services shall be encouraged.

2. The Village promotes open communication with other interested parties including local industry, landowners, the Province, adjacent municipalities, transportation and utility companies and provincial authorities which provide services in the district.

3. The Village shall cooperate in a joint planning, development and operating framework with the County of Settlers that addresses the effective cost-efficient coordination of land uses, future growth areas, transportation systems, municipal infrastructure and community services through the policies and intent of the Village of Broad Valley/County of Settlers Intermunicipal Development Plan.

4. The Village shall ensure regular communication and dialogue with County of Settlers with respect to proposed planning initiatives, development and related issues.

5. The Village shall discourage, wherever possible, development or uses that may have a negative impact on adjacent uses in the County of Settlers. The Village of Broad Valley will refer to the County of Settlers for comment, prior to a decision, all:
   a) proposed statutory plans and plan amendments;
b) applications for land use bylaw amendment;

c) redesignation and subdivision;

d) dedication or disposition of environmental, municipal and/or school reserves;

e) public utility lots or road allowances;

f) discretionary non-residential development permit applications;

g) general planning studies and other major development proposals located adjacent to the Village boundary.

6. The Village encourages the County of Settlers to consult with the Village prior to a decision in regards to proposed statutory plans, applications for redesignation and subdivision, and development proposals situated within 1.6 kilometres (1 mile) of the Village boundary.

7. The Village should avoid a large and complex annexation in favour of annexations involving smaller amounts of land occurring on an as-needed basis where the annexation area can be serviced with a logical and cost effective extension of existing road and servicing networks.

8. The periodic need for urban expansion through the annexation process should be logical and consistent with the policies of this Plan. Annexation shall be undertaken in a positive, orderly, timely, and agreed-upon process where there is a clear and present need and development is expected to occur within a five (5) year period.

9. The need for community expansion should be demonstrated, to the satisfaction of the County, that the conversion of rural land for urban expansion in areas adjacent to the Village is timely and will protect existing rural land uses from premature conversion to urban forms of development. Annexation shall follow legal boundaries or natural features to avoid creating a fragmented pattern of land ownership and should as much as possible have the support of the current landowners.

10. Where it is necessary to expand the boundaries of the Village, expansion should be well-integrated with the existing community infrastructure and directed away from large acreages of prime farmland and livestock operations. Where growth warrants the expansion onto adjacent agricultural lands, the land requirement of the Village will take precedence over any existing agricultural use of these lands.
17.0 Implementation

Goal
To promote the implementation and use of the Municipal Development Plan.

Objectives

- To implement the MDP through other statutory and non-statutory plans and ensure consistency between these plans and the MDP.
- To provide guidance on interpreting and applying the MDP policies and directions.
- To foster awareness of land use planning policies and participation in planning processes by stakeholders and the general public.
- To provide for periodic review and amendment of the MDP and monitoring of effort to achieve the MDP goals.

Policies

1. The MDP contains “shall”, “should” and “may” policies which are interpreted as follows:
   - “Shall” policies must be complied with,
   - “Should” policies mean compliance in principle but subject to the discretion of the applicable authority on a case by case basis, and
   - “May” policies indicate that the applicable authority determines the level of compliance that is required. Inter-municipal cooperation and private or public sector initiatives that focus on a cooperative approach to providing and sharing community services shall be encouraged.

2. The Village or a landowner may initiate an amendment to this Plan. The Village shall require the submission of such background information as is considered necessary to support the amendment prior to the start of the bylaw amendment process. Amendment of the MDP shall follow the appropriate procedures as outlined in the Municipal Government Act.

3. All statutory plans adopted by the Village shall be consistent with one another. The Municipal Development Plan shall be consistent with the direction of the Intermunicipal Development Plan. All area structure plans and area redevelopment plans shall be consistent with the MDP.

4. Before approval of any Land Use Bylaw amendment that would allow for subdivision or development of a large block of land that has not been previously developed or used for any use other than agriculture, an area structure plan shall be required. For the purposes of this policy, a large block of land refers to a parcel...
of land having an area of 40 acres or more. For blocks of land having an area less than 40 acres, an area structure plan may be required if, in the opinion of the Village, such a plan is needed. All area structure plans shall be prepared in accordance with the requirements of the Municipal Government Act and any policies established by the Village relating to process and content requirements of an area structure plan.

5. As part of the process of managing physical growth and changes in the community, the Village shall facilitate public input on matters of general or specific planning interest, wherever possible. Public input may be obtained using a variety of techniques such as open houses, public meetings, focus groups, citizen advisory groups, workshops and surveys. The techniques and processes used may vary, based on the nature of the plan or matter being considered. Public input may be sought at any or all levels of decision making including concept development, detailed design and implementation. Input should be facilitated as early in the decision making process as possible.

6. In making a decision on a planning matter, the Village shall consider, but not be bound by, the input received from the public and shall balance the input received with other considerations relating to the long term land use planning interests of the broader community. The Village shall also continue to advise residents of existing plans and planning policies and the outcome of key planning decisions.

7. In order to ensure that the MDP is current, the plan should be reviewed every five to ten years.

8. To allow tracking of the impact and effectiveness of the MDP policies a bi-annual (every 2 years) report should be prepared and submitted to Village Council.

9. Various policies in this Plan suggest spending by the Village in order to achieve its successful implementation. Pursuant to the Municipal Government Act, it is not the intention of this Plan to commit Village Council to funding decisions. The funding of any proposals of this Plan shall be considered on an annual basis during the Village’s budget process along with all other funding requests and priorities.
Sample MDP Village of Broad Valley

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Sample C: MDP for a Summer Village

Summer Village of Aspen Shores
Municipal Development Plan
Sample MDP Summer Village of Aspen Shores

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Introduction

The Summer Village of Aspen Shores is a seasonal residential community located approximately 2 kilometers south of the Alberta Town via Highway 97 at the northeast tip of Clear Lake. Its primary attraction is an alternative lifestyle for the many residents that make Aspen Shores their secondary home or their principal residence. Recent years have shown a marked increase in new residential lots, redevelopment of properties as well as the introduction of municipal services.

The Municipal Development Plan provides policy statements that clarify the context in which both public and private decision making will occur. Council can therefore assess development proposals as they arise within an overall, long-range plan, which will allow Council to maintain slow, high quality growth, as well as ensuring basic municipal services continue to be made available.

Purpose

The purpose of this Municipal Development Plan (MDP) is to set policies for the use of land within the Summer Village of Aspen Shores. Also, while accepting that Summer Village council has no jurisdiction beyond the municipal boundary, this plan discusses how development outside the boundary might affect the Summer Village of Aspen Shores, and respectfully suggests how the Summer Village would like to see the County of Alberta and Alberta Town manage that land.

The general area dealt with in this plan is shown on Map 1. Also, the location and the existing boundary of the Summer Village and surrounding lands are shown on Map 1.

This plan is intended to be consistent with the Clear Lake Intermunicipal Development Plan (IDP), and if the two documents conflict, the Clear Lake IDP prevails until amended.

This MDP has been prepared on behalf of the Summer Village of Aspen Shores and together with the Land Use Bylaw (LUB) adopted in May 2016 provides guidance for future land use and development within the Summer Village. The policies contained within this MDP address what type of community the Summer Village wishes to be and provides potential developers and current landowners and residents with a vision or guide for future development and growth.

This MDP has been prepared in collaboration with a steering committee comprised of the Summer Village Council and Chief Administrative Officer. Review and adoption of the MDP will be based on community consultation with residents and property owners in the Summer Village of Aspen Shores and in accordance with the provisions of the Municipal Government Act.
Vision

The Municipal Development Plan sets out the future for the community for the next twenty years. The vision statements are used to facilitate a common understanding of the community in terms of what elements are important to the residents.

The following are community statements that define the Summer Village of Aspen Shores:

- We are exclusively a low density, single family residential community
- We are committed to being good and effective stewards of the environment and will act accordingly
- We are committed to providing municipal services that compliment a simple approach to community living
- We are committed to a community that respects and shows pride with regard to public and private spaces
- We will endeavour to communicate, cooperate and work towards creating a better lake environment with all municipalities surrounding Clear Lake

The means of achieving these vision statements is expanded by the goals and policies contained in this plan.

Legislative Framework

The Municipal Government Act (MGA) provides the legislative basis for the preparation of the MDP. This MDP has been prepared in accordance with the requirements of Section 632 of the Municipal Government Act (MGA) (Statutes of Alberta, 2000). The Act requires that all Alberta municipalities, no matter their population, must create a Municipal Development Plan.

As per Section 692 of the Municipal Government Act, before giving second reading to a proposed bylaw to adopt a municipal development plan, or a proposed bylaw amending a statutory plan, a council must hold an appropriate public hearing after having given proper notice.

The Municipal Development Plan is a policy document that provides guidance to the Summer Village’s Council and the community concerning future development. As per Section 632 of the Municipal Government Act, the plan must be consistent with the land use policies established by the Lieutenant Governor in Council and future municipal policy documents – such as an Area Structure Plan, an Area Redevelopment Plan, an Outline Plan, or a Land Use Bylaw – or amendments to current policy documents should conform to the vision expressed herein.
Provincial Land Use Policies

Pursuant to Section 622 of the Municipal Government Act, the Province of Alberta developed the Land Use Policies to help harmonize provincial and municipal policy initiatives at the local land use planning level. This MDP has been prepared in the spirit and intent of the Provincial Land Use Policies.

Public Participation

The Summer Village appreciates the potential contentiousness of changes occurring within the community. There is significant research showing that the quality of development improves, along with an improvement in attitudes towards development, when thorough and fair public processes are undertaken.

Council is fully committed to participation of the residents in the planning and development of Aspen Shores. In order to ensure that local residents are able to contribute to the development process, Council, before issuing a development permit or entering into a development agreement, may require a developer to host – at their own expense – an open house or other participatory process.
1.0 Growth Management

1.1 Location

The Summer Village of Aspen Shores is a residential community that seeks to maintain the quality of life they currently enjoy, seasonal and permanent residents alike, and is not considering growth, annexation or economic diversification. Its attraction is its recreational and open space atmosphere and basic amenities. The consumer needs of the community are met by the Alberta Town and the County of Alberta.

The study area of this Plan includes the lands contained within Aspen Shores Provincial Park. Map 1 shows the location of the study area in relation to the existing boundary of the Summer Village.

1.2 Population

Population projections are very difficult to determine for small communities, as they are not large enough to influence the general economy, but are dependent on it, and are impacted by the economic health of nearby urban centres. As with any seasonal residential community only the permanent population is recorded by Statistics Canada. The 2016 census information indicates a permanent population of 203, an increase of 11% from the 2011 census findings of 183 persons.

The past 15 years have shown significant population growth due to the development of previously vacant lands and conversion of seasonal dwellings to permanent residences. Considering the implementation of new municipal utilities and high land values, this trend is expected to continue over the next 10 years.

1.3 Location of Growth

The Proposed Land Use Concept (Map 3) generally outlines the location of existing land uses within the Summer Village and indicates where future settlement may be appropriate. The development pattern reflects the desires of the existing residents yet makes provision for new residents wishing to locate in the community. The boundaries are conceptual only and the actual road locations and land use patterns will be determined at the appropriate subdivision and development stages and through the land use redesignation process.

GOALS:

To ensure that growth is appropriate and complementary to the existing surrounding uses.

To ensure that growth is measured to mitigate impacts on the environment, and quality of life for existing residents.
POLICIES:

1.3.1 The Land Use Concept (Map 3) divides the Summer Village into the following land use areas:
   (a) Residential Area
   (b) Open Space Area
   (c) Commercial Area

1.3.2 The Municipal Cooperation Area is concerned with lands outside the municipal boundary and therefore the policies established in this plan are the subject of intermunicipal planning agreements between the County of Alberta, the Alberta Town and the Summer Village.

1.3.3 New subdivisions that create more than two (2) lots, or that require the dedication of a public road allowance, shall require an outline plan approved by Council before an application for subdivision may be considered.
2.0 Residential Development

Residential use is the exclusive permitted land use within Aspen Shores (Map 3). It is the intention of Council and the wishes of the residents that the community retains the character of a seasonal residential community even as it slowly evolves into a more permanent residential community. It is also their desire to promote a high standard of residential development and open space both within the existing built areas and in any future development areas.

GOAL:

To encourage high standards for new and existing development that complements and protects the existing character of the Summer Village.

POLICIES:

2.1 Single detached dwellings will be the main form of housing permitted within the Summer Village of Aspen Shores.

2.2 Council does not approve of commercial operations within the Summer Village, with the exception of Council approved home based businesses. Conditions and considerations for discretionary commercial ventures will be addressed in the Summer Village’s Land Use Bylaw.

2.3 All development shall conform to the provisions set forth in the Summer Village of Aspen Shores Land Use Bylaw.

2.4 Council supports the recommendation of the Clear Lake Association that the edge between lake and private property be kept as natural as possible for the lake to maintain its natural ecosystem.

2.5 There is an active landfill site on NW 4-50-5-W5 north of the Summer Village and east of Highway 97. It is within the County of Alberta; therefore, it has no formal restriction to any future development within the Summer Village. The 450m setback from the active land fill site is an excellent buffer from Summer Village to rural environment.

2.6 Lastly, there is an active lagoon belonging to Alberta Town, which is located on NE 4-50-5-W6. It is west of Range Road 53 and just north of Aspen Shores. It is within the County of Alberta therefore has no formal restriction to any future development within the Summer Village. The 450m setback from the lagoon is an excellent buffer from Summer Village to rural environment.

2.7 Map 4 shows many constraints around the Summer Village. Council of the Summer Village understands a great risk from these constraints therefore, Council decided to have additional setback for residences and increased it to 450m away from the landfill and the lagoon. However, these areas are within the County and therefore the County is still the development authority on these properties.
3.0 Open Space and the Natural Environment

The majority of residents of Aspen Shores have chosen the community because of the recreational lifestyle that the Clear Lake area offers. Although the current municipal owned land generally is left natural, it is Council’s desire to provide an Open Space system that provides a variety of experiences for the residents. Additionally, Aspen Shores faces pressures from outside users – ranging from parking, to private lessons on public property, to storage – that will require monitoring and, possibly, intervention.

New residential developments should incorporate alternative forms of recreational and open space lands that will meet the needs of the future residents. The lands that do not have direct lakeshore access require a more detailed and comprehensive plan.

Although traffic within the Summer Village does not, as of yet, present problems for pedestrians or cyclists, the desire for a trail system that follows the general alignment of Highway 97 is seen as positive by the majority of the residents.

Map 4 shows the location of treed areas and must be protected by conservation easements.

GOALS:

To maintain the privacy of all residents and ensure that negative impacts of non-resident users are mitigated.

To maintain and enhance the environmental integrity of the open spaces and provide a greater variety of passive recreational activities.

To ensure that the provision of open space and reserve land is in balance with the demands of the residents.

To ensure that public areas do not become an economic burden on local ratepayers.

POLICIES:

3.1 Open Space uses are generally expected to occur in accordance with the plan’s Land Use Concept (Map 3).

Open Space within the Summer Village will be designated as:
(a) Recreation Area;
(b) Conservation Area; or
(c) Connectivity Area

3.2 The following primary purpose shall guide the management of each designation of Open Space:

(a) Recreation Area: environmental management, open play, and recreation;
(b) Conservation Area: protection of the natural environment and landscape
appreciation;
(c) Connectivity Area: facilitation of movement throughout the Summer Village, landscape appreciation, and environmental management. These areas often conform to the Summer Village’s undeveloped road allowances.

A list of permitted and discretionary amenities for each designation can be found in Table 1 – Open Space Amenities.

3.3 Council shall require an environmental assessment/audit to be carried out on any site that has significant portions denoted Conservation Area that is the subject of a development proposal.

3.4 Council will discourage proposed developments that may have undesired environmental impacts.

3.5 As provided for in the Municipal Government Act, the Summer Village shall acquire the maximum allowable amount of municipal reserve, school reserve, or municipal and school reserve in order to obtain sufficient lands for local needs. The evaluation of proposed reserve land shall be based on:

(a) the size and configuration of the proposed reserve parcel(s);
(b) the proposed reserve parcel(s) accessibility to users;
(c) the proposed reserve parcel(s) characteristic; and
(d) the proposed reserve parcel(s) development potential.

3.6 Council will take the full ten (10) percent of dedication of municipal reserve as reserve land except for exceptional circumstances where cash-in-lieu may be appropriate for part or all of the provision of municipal reserves.

3.7 Public trails and natural green spaces are acceptable uses of municipal reserves in the Summer Village of Aspen Shores.

3.8 The Summer Village of Aspen Shores may require that part of a parcel of land of a proposed subdivision be dedicated as environmental reserve if that part consists of:
(a) a swamp, gully, ravine, coulee or natural drainage course;
(b) land that is subject to flooding or is, in the opinion of the subdivision authority, unstable; or
(c) a strip of land, not less than 30 meters (of environmental reserve or a combination of environmental reserve and environmental reserve easement) in width, abutting the high water mark of any lake, river, stream or other body of water for the purpose of
   i. preventing pollution, or
   ii. providing public access to and beside the bed and shore.

3.9 For reasons of environmental integrity and to maintain the character of the community, the Summer Village supports that Conservation Areas:

(a) should be left in their natural condition as much as possible; and
(b) may be appropriate for low-impact trails to provide access where conditions
are suitable;
(c) treed areas shown on Map 2 are protected from development and must be left in their natural condition.

3.10 Tree cutting and pruning is prohibited on any open space areas, including but not limited to municipal reserves, environmental reserves (and environmental reserve easements), and undeveloped road allowances without the prior approval of the Summer Village.

3.11 The open space areas are meant for the enjoyment of residents and visitors, not generally for storage or parking. The Summer Village recognizes the impacts of storage and parking on public property and will investigate how to best address these linked issues.

3.12 In order to address the encroachment of private facilities on the Summer Village’s reserves the following policies will apply:

(a) For private facilities encroaching upon municipal reserves, landowners will be asked to remove unauthorized material and structures; the owner of any unauthorized structures may be able to enter into a license agreement to allow the structures to remain on municipal reserve land only in unusual or extenuating circumstance. Any private facilities that are allowed to remain shall be maintained in a safe – as regularly certified by a professional engineer – and environmentally responsible manner, and provide proof, and ongoing assurance, of proper liability insurance;

(b) For private facilities encroaching upon environmental reserves, landowners will be asked to remove unauthorized structures and materials by a specific date.

3.13 The Summer Village of Aspen Shores shall not dispose of lakefront reserves, and disposition of other reserves may only occur under exceptional circumstances and after the careful consideration of Council.

3.14 Council will ensure that all development complies with the provisions of the provincial Land Use Policies regarding the protection of, and consideration for, the natural environment.

3.15 The Summer Village recognizes the many water activities that occur on the lake, but that the development of a public boat launch is neither desirable nor practical within the community.

3.16 Council will participate in a regional approach to identifying appropriate locations for, and promoting, an additional boat launch for the lake. Council will work with Provincial Park authorities, Environmental Protection, Reserve #99, County of Alberta, and the Alberta Town, as well as the other summer villages in realizing this project.

3.17 The Summer Village will support a pedestrian/cyclist trail to provide a reasonable link within the limits of the Summer Village – without infringing on the privacy and security of the residents – and to connect to existing and future trails developed in
the County of Alberta and Alberta Town.

3.18 All trail designs must be reviewed and approved by Council before development may occur in order to ensure the trail’s appropriateness for its context.

3.19 Surveyed and undeveloped road allowances throughout the Summer Village are considered a part of the Open Spaces system for the purpose of this plan. These road allowances are:

(a) to be left in their natural condition as much as possible;
(b) to provide pedestrian access to the lake shore;
(c) to provide access to, community docks where permitted by the Summer Village;
(d) to provide alternative methods for access, where appropriate, through the adoption of a bylaw or resolution by council; and
(e) to be kept in a reasonable state of repair by the Summer Village.

3.20 As emerging provincial legislation is brought forward and clarified, the Summer Village shall continue to investigate, regulate, and enforce policy concerning the issue of community docks and boat lifts.

3.21 On SE4-50-5-W6 i a low/wet sensitive area is identified. This area is not suitable for development but it should be protected as a wetland as environmental reserve. Future development plans must dedicate this area as environmental reserve for the protection of the natural drainage, etc.
4.0 Commercial

There is a small pizza/donair shop in the centre of the Summer Village, which opens during the summer season only. There is also a gas station within the Summer Village which opens all year round. The Summer Village’s land use bylaw does not provide for this use. That could cause problems if the present building burned down and the Summer Village was legally unable to issue a permit for a replacement.

There may also be small home businesses operating out of residences. The land use bylaw allows these as a discretionary use, and appears to give the development officer adequate guidance in the exercise of discretion.

If more lots are developed, or even if more of the present residences are used year-round, it is possible that landowners may want to develop commercial outlets such as boat rentals or storage compounds where boats and RVs can be stored securely for the winter. Whether or not land would be zoned for these uses would be decided by council at the time of application.

Neighbours are often concerned that by granting commercial zoning, the municipality may be opening the door for undesirable uses such as bars. This can be avoided by limiting the approved uses, or by using Direct Control zoning under section 641 of the Municipal Government Act, in which “council may ... regulate and control the use of land and buildings ... in any manner it considers necessary”.

GOALS:

To encourage the growth and development of the Summer Village’s commercial base.

To minimize incompatibility with adjacent uses.

POLICIES:

4.1 Ensure that any new commercial uses are compatible with existing residential uses.

4.2 Ensure that the lakeside character of the community is maintained.

4.3 Ensure that adequate parking is provided on-site, or in close proximity, for the intended use.
5.0 Utilities and Municipal Services

It is the intention of Council to maintain Municipal services currently contracted for the Summer Village. They are snow removal, snow fencing, ditch mowing, garbage collection, police, fire, and general maintenance. There are contracts for the operations of the Summer Village Office, as well as the continued services of the administrator and other support staff. Growth of the Summer Village by development of new lands or by an increase of permanent residents will not affect the ability of the Summer Village to maintain these basic services.

Historically the Summer Village of Aspen Shores was a minimally serviced, seasonal residential community. Over the years, as environmental concerns over lake water quality were raised, Council and ratepayers have chosen to implement solutions that address sewage disposal methods that respect the natural lake environment. To this end, Council approved the capital expenditure and secured grant monies for the installation of a municipal sewage collection system in 1996. The entire system was installed in the spring of 1997 and connected to treatment facilities in the Alberta Town. Costs associated with this project are to be recovered by off-site levies for future growth areas and an improvement bylaw was utilized for the existing built area.

The private utility companies have facilities in place that will serve the future growth of the municipality. Their systems are monitored and will be upgraded as growth and markets dictate.

As permanent residency increases to levels where the addition of a municipal water distribution system is requested and warranted, Council will review the need to provide that service, and work with the water and sewer commission to ensure appropriate service.

GOALS:

To maintain and upgrade the sanitary sewer system as required.

To ensure an effective storm water drainage system is in place for future and existing developed areas.

To develop and maintain an adequate municipal water supply to meet domestic and firefighting requirements.

To ensure the orderly and economic extensions of the utility systems to all developing areas of Aspen Shores.

POLICIES:

5.1 The Summer Village will continue to work with regional partners and the Regional Water Commission concerning the provision of a municipal water system.

5.2 Council does not support street lighting within the Summer Village, but will
consider intersectional lighting where warranted for safety reasons.

5.3 Storm drainage plans shall be required for all new development areas. Council will review and improve surface drainage in the existing built areas as needed, and as funds are allocated.

5.4 Aspen Shores will work with provincial agencies, as necessary, to continue to address drainage issues and concerns within the Summer Village.

5.5 The development of new residential areas and roads shall not restrict the present water courses, or allow for the clearing of wooded and marsh areas.

5.6 All new developments are required to be connected to the municipal wastewater system.

5.7 Prior to any proposed development or redevelopment, confirmation must be obtained from the municipality that municipal services (e.g. sewage and water) have sufficient capacity to service the proposed development. If capacity is not present, the applicant shall be required to upgrade municipal services at their sole expense in order to obtain sufficient capacity.

5.8 Developers shall contribute to municipal service and utility upgrades if deemed necessary and to an extent deemed necessary.

5.9 New private water wells should be installed at least 60 m from any permanent body of water, as required by provincial legislation.

5.10 Within the plan area, no sour gas facilities exist within the Summer Village jurisdiction and the Summer Village does not consider sour gas facilities, or other industrial and hazardous land uses, to be appropriate for the Summer Village.

5.11 Within the plan area, there is one active well site on the west side of Highway 97 and there is a 100m development setback from that well site. This setback will limit residential development around the well site.
6.0 Transportation System

The Summer Village of Aspen Shores is essentially served by Lakeshore Drive, which consists of three separate municipal roads that have access onto Highway 97. From this one road, access is provided to all of the residential parcels. There are also two surveyed road allowances that were part of the subdivisions that created the Summer Village (Map 2).

While the Summer Village of Aspen Shores is in many ways reliant on automobiles, it is recognized that an effective transportation system considers not only automobiles, but also pedestrians, cyclists, and other alternative forms of transportation.

GOALS:

To establish and maintain an effective and safe road system for the movement of vehicles and pedestrians in Aspen Shores.

To foster alternative modes of travel locally and through the region.

POLICIES:

6.1 The Summer Village transportation system shall consist of local roads, which provide legal and physical access to the residential lots, and safe and effective highway access at the one existing location.

6.2 The Summer Village shall establish safe, visible locations for pedestrian crossings on Lakeshore Drive where deemed necessary by Council.

6.3 In order to ensure the safety of all road users, the Summer Village shall provide traffic calming measures where warranted.

6.4 All municipal roads shall be developed to the following standard:
   (a) that a 20.12 m right-of-way is provided;
   (b) that a sub-base is constructed to serve the current and projected traffic volumes, as determined by an engineer;
   (c) that a hot mix asphalt surface be a minimum of 35 mm in depth to an overall roadway width of 7.3 m pavement.

6.5 The Summer Village shall ensure that adequate maintenance of the existing roads is provided by consultation with a professional engineer.

6.6 The Summer Village will continue to work with Alberta Transportation, and other pertinent partners, to address matters such as safety and noise reduction.

6.7 The Subdivision Authority shall require the owner of a parcel of land that is the subject of a subdivision application to provide for the construction of a pedestrian trail, if and where, appropriate.
6.8 Aspen Shores shall provide on-going maintenance for existing trails within the Summer Village and explore linking the community to existing and planned trails in the County of Alberta and Alberta Town.

6.9 For the purposes of this plan, undeveloped road allowances are considered open space and are addressed in Section 3.0 Open Space and the Natural Environment.
7.0 Municipal Cooperation

The Summer Village of Aspen Shores recognizes the mutual benefits of a consultative and cooperative planning approach with regard to land uses, common infrastructure, economic growth, and environmental concerns.

GOAL:

To establish and maintain open dialogue with adjacent municipalities for the coordinated approach to matters of mutual interest.

POLICIES:

7.1 The Summer Village supports consultative approaches with adjacent rural and urban municipalities regarding but not limited to the following matters:
(a) environmentally significant areas;
(b) subdivision and development of adjacent lands;
(c) transportation and utility linkages;
(d) economic development; and
(e) communication and issue resolution processes.

7.2 The Summer Village does not intend to annex the lands around the Summer Village Limits but the development of these lands should not materially or aesthetically impair the quality of life for the residents of Aspen Shores, therefore consideration should be given to ensure compatible land uses.

7.3 The Clear Lake Management Plan: 2015 prepared for the Clear Lake area, is the principal tool for the implementation of policies that are envisioned for the residents and public users of the lake as a whole.

7.4 The Summer Village supports intermunicipal planning initiatives for the integrated planning of Clear Lake’s shoreline, and the planning of the wider watershed in general.

7.5 Insofar as it is beneficial to residents and other municipal interests, the Summer Village of Aspen Shores may enter into utility and/or service agreements for:
(a) water utility;
(b) wastewater utility;
(c) waste management;
(d) road maintenance;
(e) protective and emergency services;
(f) administrative, recreation, social, cultural services; and
(g) any other services deemed necessary.

7.6 The Summer Village of Aspen Shores will seek to collaborate with the Alberta Town, Reserve #99, County of Alberta, and other Summer Villages around Clear Lake to ensure compatible and mutually acceptable land use and development policies.
7.7 In considering any amendments to the Summer Village’s MDP, the adoption of an area structure plan or intermunicipal development plan, an amendment to the Land Use Bylaw, or the approval of any land use development, which in the opinion of the Summer Village may impact agricultural operations within and/or adjacent to the Summer Village, the Summer Village may refer the matter for comment to the County of Alberta, the agricultural operators who may be affected, and any other body the Summer Village deems appropriate.
8.0 Implementation and Review

As the overall planning document that provides direction for the subdivision and
development, land use, and road patterns within the Summer Village, Council’s primary
role is to administer the goals and policies of the Municipal Development Plan.

GOAL:

To promote the use of the Plan by policy implementation.

POLICIES:

8.1 Council may require the preparation of an area structure plan or outline plan to
provide the details of land use, utility servicing, road patterns, open space, storm
drainage, and any other matters deemed necessary, prior to the consideration of
any re-designation (zoning) proposal, or subdivision or development application.
Council will require the preparation of an outline plan for proposed subdivisions
that create more than two (2) lots, or that require the dedication of a public road
allowance.

8.2 This Plan shall be interpreted with flexibility having regard to its purpose,
objectives and policies. The Council’s decisions on interpretation shall be final.

8.3 Council will observe the effect of this Plan after adoption and implementation, and
if new ideas or changing circumstances warrant, will bring forward amendments to
satisfy public concerns and aspirations.

8.4 Council will conduct a review of this Plan whenever it considers it no longer
expresses the long-term goals of the Summer Village and in any event, within ten
(10) years. The Plan will be amended in accordance with the procedures
established in the Municipal Government Act (as amended).

8.5 Council will consider a Capital Works Plan in support of the policies of this plan for
the future municipal improvements, including costs, with the assistance of the
Summer Village Engineer.

8.6 Council will undertake a review of the Land Use Bylaw within one (1) year of
adopting this Plan.

8.7 The subdivision authority is instructed by Council to require the applicant for
subdivision to submit a plan of survey for all subdivisions requiring endorsement,
with the exception of boundary adjustment applications.
### Summer Village of Aspen Shores Open Space Plan

**Table 1: Open Space Amenities**

<table>
<thead>
<tr>
<th>Amenity</th>
<th>Recreation Area</th>
<th>Conservation Area</th>
<th>Connectivity Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Play Equipment</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Restroom Facilities</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Cycle Racks</td>
<td>Δ</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Picnic Tables</td>
<td>○</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Benches</td>
<td>Δ</td>
<td></td>
<td>Δ</td>
</tr>
<tr>
<td>Lookout Areas</td>
<td>○</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refuse Containers</td>
<td>○</td>
<td></td>
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</tr>
<tr>
<td>Bridge/Boardwalk</td>
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</tr>
<tr>
<td>Pedestrian Lake Access</td>
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<td>○</td>
</tr>
<tr>
<td>Motorized Lake Access</td>
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</tr>
<tr>
<td>Dock/Pier/Boat Lift</td>
<td>Δ</td>
<td>Δ</td>
<td>Δ</td>
</tr>
</tbody>
</table>

“Δ” indicates a discretionary amenity when accompanied by an open space concept plan, as determined by the Council of the Summer Village.

“○” indicates an appropriate amenity when accompanied by an open space concept plan.
Sample MDP Summer Village of Aspen Shores

SUMMER VILLAGE OF ASPEN SHORES
MUNICIPAL DEVELOPMENT PLAN

MAP 1
PLAN AREA
MUNICIPAL BOUNDARIES SHOWN THUS

Guidebook for Preparing a Municipal Development Plan
Sample D: MDP for a Town of 2,500

The Town of Ravine River
Municipal Development Plan
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PART 1: OVERVIEW

Introduction

A Municipal Development Plan is the primary planning policy document for local governments in Alberta. The Municipal Development Plan provides direction for future change, growth and development within the Town of Ravine River.

Purpose of the Plan and Enabling Legislation

A municipal development plan (MDP) provides clear direction for the Town of Ravine River’s Council and Administration. The Plan is intended to guide growth and development in Ravine River by defining the vision, principles, goals, and policies of the Town regarding planning matters. This will be achieved by minimizing the occurrence of incompatible land uses; and by providing support and direction for the administration of the Land Use Bylaw, and the preparation of other statutory planning documents.

The municipal development plan, in addition to applicable Provincial legislation, will

- provide the necessary direction to assist Council, the Development Officer, and the Subdivision and Development Appeal Board in making land use decisions;
- provide a foundation for the preparation of more detailed land use plans;
- be used in conjunction with the Town’s Land Use Bylaw to implement the policies of this Plan; and
- inform residents and developers of the Town’s future land use strategy.

The MDP provides a community vision for the residents and property owners of Ravine River. It outlines the anticipated form and character of their neighbourhoods and more generally the entire Town. Furthermore, the MDP informs residents, developers, and investors with respect to what type of development is desired and identifies the preferred locations.

This Municipal Development Plan has been prepared in accordance with the requirements of Section 632 of the Municipal Government Act and upon adoption will become a statutory document. The legal framework and process for Council to adopt a MDP is established in the Municipal Government Act. As MDPs are municipal bylaws, they are legislative documents. If council wishes to allow development that contravenes the MDP, council must first amend the Plan, through a process that will provide opportunities for public input.

In accordance with the Municipal Government Act, the MDP will address

- Future land use,
- Proposals for future development,
- Co-ordination with adjacent municipalities,
- Transportation,
- Municipal services and facilities,
- School and municipal reserves,
Sample MDP Town of Ravine River

- Protection of agricultural operations,
- Land uses adjacent to sour gas facilities.

In addition, the Municipal Government Act allows the MDP to address a number of other considerations, which this plan will consider as necessary for the Town of Ravine River. These include

- Coordination of physical, social and economic development;
- Environmental matters;
- Development constraints;
- Economic development;
- Financing and programming of municipal infrastructure;
- Financial resources.

Interpretation

When interpreting the policy statements within this MDP document, the document should be read in its entirety to provide context. Policies are written using “shall”, “should” or “may” statements. The interpretations of “shall”, “should” and “may” that follow may provide the reader with a greater understanding of the intent of each policy statement:

- Shall/Will/Must – denotes compliance or adherence to a preferred course of action.
- Should – denotes compliance is desired or advised but may be impractical or premature because of valid planning principles or unique/extenuating circumstances.
- May – denotes discretionary compliance or a choice in applying policy.

Terms emphasized in “italics” are further defined in Part 5 Appendix A: Glossary of Terms.

Context

Community History

In the early 1920s, the Hamlet of Ravine River Landing became a regional service centre and railway crossing when the rail line was extended to the area and the first bridge was built. The rail line was later moved north and the bridge was converted for automobiles. The Hamlet of Ravine River Landing incorporated into a Village in 1945 and into a Town in 1950. Its name was changed to Ravine River in 1965.

Regional Context

The Town of Ravine River is surrounded by Dover County. The Town is located at the junction of Highway Y and Highway Z, and extends to both sides of the Ravine River which flows directly through the Town limits. Ravine River is approximately X km northwest of Edmonton, X km southeast of Grande Prairie, and X km northwest of Calgary. Highway Y travels in a north-south direction through the Town and Highway Z moves east-west providing links to neighbouring communities.
Planning Context

Alberta Land Use Policies
In 1996, the Alberta Government released its Land Use Policies. All municipalities must implement these policies while undertaking their planning responsibilities. These policies provide direction for the municipality to address general and specific land use planning issues. The Town of Ravine River will ensure that the vision, goals, and policies of the MDP are consistent with the Land Use Policies.

Land Use Framework
The Province of Alberta is currently in the process of developing seven regional plans with two completed thus far (Lower Athabasca Regional Plan and the South Saskatchewan Regional Plan). The seven regions are congruent with the province’s major watersheds and are aligned with municipal boundaries. The development of the ABC Regional Plan, which will include the Town of Ravine River, has not yet begun.

Intermunicipal Development Plan
The Town does not currently have an intermunicipal development plan with Dover County but intends to initiate the process in the near future.

At the time of this MDP rewrite, the Municipal Government Act is also being amended by the Provincial Government. This amendment will include the requirement for each municipality with common boundaries to establish an intermunicipal collaboration framework (ICF). The ICF could include an IDP as an appendix.

Municipal Development Plan 2008
This Municipal Development Plan will build upon the goals outlined in the previous MDP. The goals of the 2008 MDP were to:

- To establish a land use and policy framework that will allow the Town to develop as a commercial, industrial, recreational, institutional, tourism and residential community in a manner that respects and balances the needs of all uses and users throughout the Town.
- To develop land use policies that effectively balance growth and development, limiting land use conflicts and ensuring the efficient use and stewardship of the Town’s land base.
- To use this Municipal Development Plan as a tool to provide the framework for land use and development within the Town of Ravine River.
- To manage growth through the integration of land use planning with the development of transportation and infrastructure systems.
- To discourage sprawl and spot development to avoid undue financial burden and associated costly servicing.
South Ravine Area Structure Plan
The South Ravine ASP intends to guide the efficient and orderly development of industrial uses in the southwestern section of the Town. The primary goal of the ASP is to help facilitate the economic and orderly disposition of industrial land within the Town of Ravine River as to ensure the most effective and efficient delivery of municipal services and/or resources.

Land Use Bylaw
As required by the Municipal Government Act, the Town of Ravine River has adopted a Land Use Bylaw that regulates the use and development of all lands within the municipality. Ravine River’s Land Use Bylaw was updated in 2010. The Land Use Bylaw should be updated subsequent to the completion of this MDP to reflect the policy direction therein. The Land Use Bylaw is a key implementation tool of the Municipal Development Plan.

Community Profile

Land Base
The Town of Ravine River has a land area of 8.75 square kilometres (approximately 875 ha). Currently, approximately 211 ha (approximately 24% of lands within the Town boundary) are undeveloped and designated as Urban Reserve lands by the Land Use Bylaw. Land within the town boundaries are either privately owned or publicly owned by the Town.

Table 1: Land Use Areas

<table>
<thead>
<tr>
<th>Land Use</th>
<th>Net Area (ha)</th>
<th>Existing Net Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential</td>
<td>153.0</td>
<td>17.52%</td>
</tr>
<tr>
<td>Public Use</td>
<td>118.04</td>
<td>13.49%</td>
</tr>
<tr>
<td>Commercial</td>
<td>175.26</td>
<td>20.03%</td>
</tr>
<tr>
<td>Industrial Lands</td>
<td>217.43</td>
<td>24.85%</td>
</tr>
<tr>
<td>Urban Reserve</td>
<td>210.98</td>
<td>24.11%</td>
</tr>
</tbody>
</table>

Recent growth in the community has largely focused on manufactured (mobile) home development as an affordable option for residents. New development has primarily focused on infill within existing neighbourhoods. Through one existing area structure plan, the South Ravine ASP, a small portion of the vacant land within the Town of Ravine River has been developed through planning consideration.
Population
As shown in Table 2, the Town of Ravine River experienced a population boom in 1971 and 1991. Since the peak in 1996, the Town’s population experienced a slow decline, reaching approximately 2,450 residents in 2006 and increasing to 2,500 in 2016. The Town has grown at a rate of 4.1% since the last census. If this trend were to continue, this would equate to a population growth of 100 residents by 2021. The pattern of population growth has not been consistent over the last fifty years and is subject to change, primarily due to economic factors.

Table 2: Ravine River’s Historic Population Trend
Table 3: Historic Population by Age Group

The average number of people per census family within Ravine River was 2.6 people, slightly below the provincial average of 3 people.

Development Climate
Over the last five years, development in the Town has largely consisted of accessory structures, such as signs, fences, sheds, and garages (Table 4). There have been more development permits issued during the past 5 years in Residential-2 (R2) and Commercial-1 (C1) land use districts as seen in Table 5.

Table 4: Types of Development Permits from 2010 to 2015
### Table 5: Number of Developments per District Type 2010 to 2015

<table>
<thead>
<tr>
<th>District Type</th>
<th>2010</th>
<th>2011</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>AG</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>C1</td>
<td>23</td>
<td>29</td>
<td>20</td>
<td>14</td>
<td>18</td>
<td>57</td>
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<tr>
<td>C2</td>
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<td></td>
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<td>C3</td>
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<td>R2</td>
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<td>R3</td>
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<td>P</td>
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</tr>
</tbody>
</table>

### Table 6: Number of Development Permits 2010 to 2015

<table>
<thead>
<tr>
<th>Year</th>
<th>Number of Developments</th>
</tr>
</thead>
<tbody>
<tr>
<td>2010</td>
<td>23</td>
</tr>
<tr>
<td>2011</td>
<td>29</td>
</tr>
<tr>
<td>2012</td>
<td>14</td>
</tr>
<tr>
<td>2013</td>
<td>18</td>
</tr>
<tr>
<td>2014</td>
<td>57</td>
</tr>
<tr>
<td>2015</td>
<td>35</td>
</tr>
</tbody>
</table>
Transportation
The Town’s road system is connected to Highway Z (100 Avenue) which runs in an east-west direction, with all of the arterial roads connected to the highway in a north-south direction. Highway Y extends adjacent along the river heading north-south through the Town. Within the town, much of the road system is based upon a traditional ‘grid’ pattern.

The Town of Ravine River has a road hierarchy as follows:

- Arterial Roads – Are intended to move large volumes of traffic.
- Collector Roads – Are intended to move traffic and provide land access. They are designed to collect traffic from local roads and carry it to arterial roads.
- Local Roads – Are intended to provide local access. They are designed to provide for small volumes of local traffic only.

Parking requirements in the commercial core of Ravine River are accommodated through on-street, angle parking as well as an off-street public parking lot. Larger commercial developments also provide off-street parking, in accordance with the requirements of the Land Use Bylaw.

Utilities
Ravine River’s treated water is supplied by the Ravine River Regional Water Commission which also serves Dover County. The treatment facility draws water from the Ravine River and has two reservoirs; one for raw water located near the draw area and another one for treated water adjacent to the water treatment plant located northwest of town.

Fire Services
Fire protection services in the Town of Ravine River are provided by the Dover County Fire Department. The fire department consists of a full time regional fire chief and trained volunteer firefighters.
Housing
The Town predominantly contains single-detached houses and manufactured (mobile) homes with few options for multi-family units. Table 7 indicates the current number of actual residential units by type.

Table 7: Total Number of Occupied Dwellings by Structural Type (2016 Census)

<table>
<thead>
<tr>
<th>Dwelling Type</th>
<th># of units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single-detached dwelling</td>
<td>660</td>
</tr>
<tr>
<td>Apartment</td>
<td>40</td>
</tr>
<tr>
<td>Manufactured home</td>
<td>105</td>
</tr>
<tr>
<td>Semi-detached dwelling</td>
<td>60</td>
</tr>
<tr>
<td>Row house</td>
<td>10</td>
</tr>
<tr>
<td>Total</td>
<td>875</td>
</tr>
</tbody>
</table>

Economy
As of June 2017, there are ninety-five businesses operating in the Town of Ravine River, providing a range of services and retail options to residents. As an employment centre, a diverse range of employers operate within the Town including government, education, and businesses within the health and hospitality sectors. Agricultural services, such as farm equipment sales and seed services, lead the local economy; however, increasingly the tourism industry is becoming a key sector due to the Town’s location next to the Ravine River.

Lifestyle
Ravine River offers parks, natural areas, and amenities to support a wealth of recreational and cultural activities that are enjoyed by residents of Ravine River and the surrounding area. Sidewalks and trails provide multimodal options for residents and take advantage of scenic views. Furthermore, various housing options allow all residents to find a comfortable place to live.

Community Resources
The Town of Ravine River has a number of recreational resources available to its residents. The Hill-Brush Recreation Centre and the Logan Arena offers a wide variety of recreational options for Town residents. New walking trails in Lincoln Park have been widely used by the residents from the Town and Dover County. The Alfred Memorial Pool provides water activities for Ravine River and area residents.
The Ravine River Library operates as part of the Alberta Library System, a regional branch that provides library services to residents in the Town and the region.

Planning Process

Steering Committee
The Town’s Municipal Planning Commission (MPC) acted as the Steering Committee for the Municipal Development Plan.

The Steering Committee led the development of the MDP by providing direction and feedback on:

- community principles and values,
- survey questionnaire,
- a vision and goals,
- community consultation event(s),
- municipal policies, and
- implementation strategies.

The Steering Committee met periodically throughout the MDP process.

Information about the MDP was also available on the Town of Ravine River website and the Town’s Facebook page.

Community Survey
A community survey was developed consisting of a series of questions to gather public opinion on the Town’s functionality and resources. The questionnaire was made available to the public in both paper and online format. An online link to complete the survey was placed on the Town’s website and also on the Town of Ravine River’s Facebook page. The survey resulted in more than one hundred responses from households and businesses in the Town.
Public responses were carefully analyzed and collected for future planning purposes and led to the formation of eight guiding principles and the Town’s vision statement for the Municipal Development Plan.
PART 2: DIRECTION

Guiding Principles

Through community consultation activities and the MDP Steering Committee meetings, key themes and values important to the residents of the Town of Ravine River emerged. They are the basis for addressing the questions ‘who we are’ and ‘what we believe in’ as a community. These principles will be used to enhance the quality of decision-making, prioritize actions, and evaluate programs and policy decisions.

**PRINCIPLE 1 - EMBRACE THE SMALL TOWN**
Ravine River residents value their small community and the relationships they have with their neighbours. Development, land use, and transportation policies serve to maintain the small town feel of Ravine River.

**PRINCIPLE 2 – PROMOTE COMMERCIAL BUSINESSES**
The Town ensures that residents have access to a wide range of commercial businesses and activities that create an active and stable community.

**PRINCIPLE 3 – AN INFORMED AND ENGAGED COMMUNITY**
The Town aims to provide responsible, transparent and well-informed decision-making to its citizens. The Town facilitates residents' participation in all aspects of the community's social life, through strong municipal communication practices.

**PRINCIPLE 4 – ENCOURAGE EMPLOYMENT OPPORTUNITIES**
The Town aims to create more employment opportunities with new commercial and industrial businesses in the town to sustain a population of all age groups, local business, and develop an economic base that is diverse, to maintain a vibrant commercial core.

**PRINCIPLE 5 - A CULTURE OF RECREATION AND LEISURE ACTIVITIES**
Ravine River residents enjoy a variety of recreational pursuits. Town policies and programs facilitate year-round outdoor and indoor recreation, arts and culture programming.

**PRINCIPLE 6 – PROVIDE AFFORDABLE HOUSING OPTIONS**
The Town values diversity in housing types and sizes, to ensure that residents have access to a variety of options throughout their lifecycle.

**PRINCIPLE 7 – PROTECT NATURE FEATURES**
The Town aims to protect environmental assets, natural features, and open spaces in the Town.

**PRINCIPLE 8 - A LIVABLE COMMUNITY**
The Town aims to create and maintain a safe, clean, healthy, and beautiful community. Infrastructure (re)investments in the Town’s physical systems will work with nature to maximize effectiveness and minimize costs.
Community Vision

*The Town of Ravine River will continue to grow and prosper while enhancing its small town atmosphere by providing a clean, safe, and healthy community, and fostering its natural features.*
PART 3: GOALS, OBJECTIVES AND POLICIES

3.1 Residential Land Use

The intent of the “Residential” designation is to ensure the predominant land use in these areas of the Town is for housing accommodation. One purpose of the Municipal Development Plan is to address the many forms of residential development in the Town.

Goal

- The Town of Ravine River will create more affordable housing options while preserving and enhancing the character of existing residential neighbourhoods.

Objectives

1. Ensure future residential development occurs in a manner that allows for the orderly and economic provision of municipal services.
2. Ensure new development areas facilitate a balanced housing mix that provides housing for all residents regardless of life cycle, household size, or income level.
3. Develop in a manner that will lead to compact, low-impact, cost effective, and efficient forms of land use, while enhancing Ravine River's small town atmosphere.
4. Allow sensitive integration of different housing forms in all designated residential areas.
5. Focus new residential development and ensure that it supports efficient use of Town infrastructure and services.

Policies

3.1.1 General

a. The Town shall direct new residential development to

   i. infill within existing residential or mixed use areas;
   ii. areas which are adjacent to developed areas; and
   iii. areas shown as residential on the Future Land Use Concept.

b. The Town will encourage the separation of residential uses from incompatible land uses where possible, and where not possible, separated by an adequate landscaped buffer and/or fence.

c. The Town shall limit parcel size to ensure that development patterns are urban in nature and make efficient use of municipal infrastructure.

d. The Town shall require residential development be connected to the municipal sewage and water systems.

e. The Town shall support the following forms of housing

   i. single-detached;
   ii. manufactured homes;
   iii. duplexes/semi-detached;
   iv. rowhouses; and
   v. apartments.
3.1.2 Accessory Dwelling Units
a. The Town may support legal accessory dwelling units, which are accessory to a single detached dwelling, to increase housing choice and affordability.

3.1.3 Supportive Housing
a. The Town may support and/or partner with other organizations to ensure that there is adequate provision of low income and special needs housing within Ravine River.
b. The Town supports the provision of residential-based services for persons with disabilities as an integral part of all residential neighbourhoods.

3.1.4 Medium Density Development
a. The development of medium density residential development shall be supported in cases where
i. the proposal is identified for such use in an approved area structure plan or area redevelopment plan;
ii. the site is adjacent to arterial or collector roads;
iii. the development is in convenient proximity to community amenities, schools, recreation opportunities, and commercial areas where the greater amenity and infrastructure capacity can afford to sustain higher densities;
iv. there is an appropriate transition between lower density housing; and
v. the aesthetic quality, including massing, scale, building form, view, and shadow impacts, is compatible with the surrounding development.

3.1.5 Manufactured Homes
a. The Town shall ensure that new manufactured home park or subdivision communities are designed and developed with an equivalent level of services and open space as other residential neighbourhoods.
b. The Town shall encourage the redevelopment and/or upgrading of existing manufactured home communities as a means of ensuring that these developments are sustainable residential environments in the long term.

3.1.6 Home-based Business
a. The Town will allow for home-based businesses in residential areas provided that the home-based business use is subordinate to the principle use of the dwelling as a residence.
3.2 Commercial Land Use

This section deals with commercial development locations and standards. The current commercial land base is largely concentrated along Main Street (Highway Z). The Downtown of Ravine River is generally smaller scale retail sales, entertainment and personal service businesses that are focused on individual consumers. Branching off of Highway Z south, there is commercial development along Highway Y which utilizes its location next to the river. Alternatively, development at the west end of Ravine River along Highway Z is on larger lots with a focus on highway commercial development.

**Goal**

- The Town will encourage the creation of more commercial businesses that would offer more services to the public and the community in a cost effective manner.

**Objectives**

1. Encourage compatible commercial developments and retail areas that support and provide access to nearby residential neighbourhoods.
2. Enhance the pedestrian-friendly environment and mixed-use ambience in the Downtown Commercial area.
3. Ensure commercial development occurs in a manner that is efficient and beneficial to both the community and business.
4. Minimize conflicts between commercial and non-commercial land uses while ensuring that commercial lands are linked to and part of the surrounding neighbourhood.
5. Ensure commercial and retail development and redevelopment provide adequate pedestrian connections on site.
6. Support commercial building and site design standards which support both the small town feel as well as modern design elements.
7. Encourage the use of low impact development, environmental design, green building techniques, and recycled construction materials in commercial development.
8. Promote commercial development that generates opportunities for local employment.

**Policies**

3.2.1 General Commercial

a. Commercial uses shall locate in accordance with the *Future Land Use Concept*.

b. The Town shall establish standards for commercial building design, landscaping, and signage in the *Land Use Bylaw*.

c. The Town shall encourage Secondary Commercial uses that do not detract from the business and retail role of the downtown.

3.2.2 Downtown Commercial

a. The Town should encourage the Downtown revitalization and adaptive reuse of underutilized or Brownfield sites for future mixed use developments.
b. The Town will allow for commercial, residential, institutional and business uses that support the development of a vibrant, multi-functional downtown area.

c. Development within the Downtown area should incorporate universal and barrier-free design features that enhance accessibility for low mobility and disabled residents whenever possible.

d. The Town may encourage mixed-use development (residential and commercial) and medium density residential development, including seniors housing, in the downtown area.

e. The Town shall ensure that parking areas for commercial development provide for pedestrian circulation, landscaping, and architectural elements to enhance the safety and comfort of pedestrians.

f. The Town shall ensure new commercial development is compatible with the adjacent neighbourhood in terms of size, scale, use, and overall design.

g. The Town shall ensure the design of commercial uses adjacent to residential neighborhoods are more pedestrian oriented and are connected to the larger neighbourhood through trail and sidewalk connections while still providing adequate vehicle access and parking.

h. The Town shall prepare a Downtown Beautification Plan to identify and prioritize public realm improvements such as, but not limited, to lighting, landscaping, street furniture, and sidewalk improvements.

3.2.3 Highway Commercial

a. High visibility commercial development along major roadways should be enhanced through attractive building and landscape design.

b. The Town will promote commercial development that incorporates pedestrian-oriented frontages.
3.3 Industrial Land Use

Industrial development is an important part of the economic activity that occurs in the Ravine River area. The Town wants to continue to develop its industrial land base and provide similar development opportunities.

Goals
- The Town will ensure that there is sufficient, suitably located and serviced industrial land available to attract and facilitate a wide range of industrial development in the future.
- The Town will build on its industrial strengths and examine new opportunities appropriate for the Town.

Objectives
1. Ensure that internal roads for industrial parks and industrial areas are designed in a manner that allows for easy access and turning space for large vehicles.
2. Require appropriate screening of all storage areas in industrially designated areas.
3. Encourage the provision of industrially designated land that corresponds to market needs.
4. Protect industrial land from the encroachment of non-compatible land uses and to minimize conflicts between adjacent land uses.
5. Ensure the nature and design of any future industrial operations are such that the community’s quality of life and environment are not adversely affected.
6. Encourage industrial development that conserves energy, water, materials, and other resources.

Policies
3.3.1 General Industrial
   a. The Town should ensure that industrial developments mitigate visual impacts from public roads.
   b. Access to new industrial developments will not be routed through residential areas.
   c. Industrial areas are required to have a full range of municipal services and developers should pay for the upgrading and extension of the services required for new industrial developments.
   d. Locate new industrial areas where traffic and related impacts on non-industrial uses are minimized.
   e. Promote the development of industries related to food production and the processing of agricultural products, particularly in relation to local agricultural operations and food that is produced within the region.
   f. New industries that create air pollution, negative environmental impacts, or noxious odours should be discouraged from locating in the Town.
3.4 Parks, Open Spaces, and Recreational Uses

This section deals with the location and standards of parks, open spaces, recreation facilities, and social organizations. Recreation opportunities for a variety of ages and abilities foster a higher quality of life and are essential elements of a municipality. The Town of Ravine River operates a variety of recreation and community services and programs that support the well-being of its residents.

Goals

- The Town will create an integrated, accessible and well-planned system of open space, recreational and cultural facilities, and parks that support a broad range of recreation and cultural opportunities catering to diverse age groups, income levels, and skill levels.
- The Town will maintain and expand a pedestrian pathway system in order to link all areas of Ravine River as a pedestrian-oriented community.

Objectives

1. Incorporate environmentally significant areas into the open space system.
2. Provide recreational and cultural facilities that meet the needs of the whole community.
3. Ensure that the community open space requirements are met through appropriate reserve dedications.

Policies

3.4.1 General

a. The Town recognizes the importance of open spaces, parks, cultural and artistic events and recreational opportunities in enhancing the quality of life for its residents.

b. The Town will require all parks and playgrounds be landscaped in accordance with the intended use, and where practical, xeriscaping and naturalization techniques will be employed to reduce life cycle costs.

c. The Town will encourage shade trees and benches to be incorporated into the design of playgrounds.

d. The Town should ensure proposed open spaces and linear parks within new residential subdivision proposals connect to any existing trail networks to encourage walkability.

e. The Town should create and maintain a trail mapping system.

f. The Town will ensure that adequate open space, recreation land and, where necessary, land for schools and environmental protection is obtained through the subdivision process pursuant to Section 661 of the Municipal Government Act.

g. In conjunction with streetscapes and other public realm areas, parks and open space shall be designed to be easily accessible to pedestrians.
3.5 Institutional and Public Uses

Public buildings that provide the community facilities for the Town of Ravine River are strategically located across the town and are within easily accessible distance from the residential neighbourhoods. Public uses also include provincial and county office buildings that are located within the town.

Goals
- The Town will encourage a safe, healthy, and inclusive community through the provision of a variety of public uses, institutional, and community services.

Objectives
1. Ensure opportunities are available for all residents to enjoy a high quality of life and participate in the community.
2. Support the ability to develop an adequate range of community resources and educational facilities to meet the needs of the community.

Policies

3.5.1 General

a. The Town should endeavour to apply Leadership in Energy and Environmental Design (LEED) principles to all municipal projects.

b. Town will ensure that schools and public buildings including hospitals and libraries are easily accessible for all modes of transportation.

c. The Town will consider the impact of a proposed development on the capacity of institutional facilities, such as schools, to meet the needs of the development as required.

d. The Town will ensure that any proposed institutional development is compatible with the surrounding land uses, is serviceable with Town services, and will not create any adverse impacts with transportation networks.

e. The Town shall continue supporting police and fire protection services and should encourage design using Crime Prevention through Environment Design (CPTED) principles in order to ensure a safe and livable community.
3.6 Reserve Land

The Town acquires reserve lands under the provisions of the Municipal Government Act. Reserve lands include municipal reserve, school reserve, environmental and conservation reserves. Municipal reserve lands may be used to create public parks and public school sites. Environmental reserve protects environmentally sensitive or ecology significant land from development. Conservation reserve is a new type of reserve for lands that have an environmentally significant feature that municipalities wish to conserve.

Goal

- The Town will recognize and promote environmental sustainability initiatives and trends in land development in urban reserve areas of the Town.
- To meet the needs of residents, the Town will provide land for community facilities by acquiring municipal, school and conservation reserves.

Objectives

1. Promote environmental sustainability principles in land use planning decisions and development practices.
2. Recognize the value and contribution that natural areas and functions make towards quality of life in an urban setting.
3. Support environmental and ecological management programs and procedures that facilitate the maintenance of attractive, clean and ecologically responsible natural and built environments.
4. Conserve and incorporate environmentally significant features into the open space, trail and transportation systems, wherever possible.

Policies

3.6.1 General

a. The Town will exercise its right to obtain reserve land pursuant to the Municipal Government Act (MGA) in every subdivision.

b. The Town will acquire the maximum amount of reserve land entitled under the MGA for each subdivision in the form of land, cash in lieu of land, or a combination of the two.

c. Notwithstanding Policies 3.6.1.a. and 3.6.1.b. above, the Town will reserve the right to defer the acquisition of reserve land in a subdivision by way of a Deferred Reserve Caveat registered on the title.

d. The Town will enforce the MGA with respect to designating lands adjacent to watercourses as environmental reserve at the time of subdivision.

e. The Town will incorporate, where appropriate, land taken as environmental reserve into the open space and/or trail system.

f. Notwithstanding Policy 3.6.1.e. above, the Town may restrict public access to environmental reserve land if it is determined access would negatively impact the land.
g. In addition to environmental reserve dedication, the Town should use tools such as land purchase, land swaps, tax incentives, reserve dedication, leasing and conservation agreements or easements, and other similar mechanisms as a means of conserving natural features within the Town.

h. The Town may consider reducing the municipal reserve requirement to eight per cent in residential subdivisions, and taking the balance as cash in lieu of land dedication for the purpose of re-investment in the local parks system.
3.7 Infrastructure

The provision of municipal services and transportation is a key factor in the planning and development of the Town. The Town strives to ensure that municipal services and utilities are developed in a manner that complements the growth of the municipality. Municipal services consist of water, sanitary sewer, and storm sewer systems. Utilities available in the Town include natural gas, electricity, telephone, internet, and cable.

The Town relies on the two Provincial Highways moving through the Town as the primary transportation routes in and out of the community. Priority trucking routes have been established to provide access to industrial lands and to have minimal impact on other uses. Without rail access in Ravine River, sufficient transportation routes are essential to the movement of goods in the municipality.

Goals
- The Town will provide environmentally responsible, safe, efficient, and reliable utility systems to serve the Town of Ravine River.
- The Town will provide for the safe and efficient movement of people and goods within and through the Town of Ravine River.

Objectives
1. Ensure the utility infrastructure and capacity is available, when required, to accommodate growth in Ravine River.
2. Ensure utilities are maintained and operated in an efficient manner that minimizes their impact on the environment.
3. Ensure utilities are maintained and operated in a manner that protects the health and safety of consumers.
4. Ensure the construction of safe and efficient road, transit, bicycling, and pedestrian facilities.
5. Coordinate the planning of land use and transportation systems to build an efficient transportation network.

Policies
3.7.1 Utilities

a. Developers, through development agreements, should be responsible for the construction of municipal infrastructure that is required to serve the development.

b. Commercial and bulk water utility pricing shall reflect the cost of water supply, as well as the proportional cost of current operations and future upgrades to the water system.

c. Land required for municipal services and utilities shall be identified as part of the planning process for urban expansion areas or areas to be re-developed in the Town.

d. The Town may require easements or public utility lots for municipal services and utilities as part of a proposal to subdivide and/or develop land.
e. The Town shall work closely with utility companies in the planning for the installation of municipal services and utilities.

f. The Town shall attempt, wherever possible, to create a looped system for all utility services.

g. The Town shall work towards the development of an additional river crossing for all water and gas lines.

h. The Town shall enter into servicing agreements with developers for the provision of on-site and off-site municipal services and utilities.

i. All development within the Town's boundaries shall be serviced by municipal services.

j. Notwithstanding Policy 3.7.1.i. above, alternative wastewater treatment technologies may be considered in development and redevelopment proposals, subject to satisfactory engineering design and regulatory approvals.

k. The Town shall encourage innovative stormwater management solutions that are suitable to the topography, climate, and needs of the Town.

l. Stormwater management ponds should use indigenous plant materials and be designed to mimic natural wetland areas, wherever feasible.
3.8 Heritage Conservation

Heritage conservation helps provide links between present day life and past events in the creation and evolution of a community. Retaining physical evidence of Ravine River’s past is part of instilling a sense of community and belonging. This includes historic buildings reflecting past practices in architecture and craftsmanship, and landscape features that have cultural significance. Heritage conservation is also about respecting the past and the efforts of earlier generations in making Ravine River the beautiful and attractive community that it is.

**Goal**

- The Town will preserve and interpret heritage resources as an expression of community identity and pride, and to provide tools and practices, whereby identified resources may be preserved.

**Objectives**

1. Conserve and retain resources such as buildings of historic or architectural significance.
2. Promote heritage conservation to foster community identity.
3. Ensure compatible development with, and adaptive reuse of, heritage resources and properties.

**Policies**

3.8.1 General

- The Town should consider working with a local heritage society to assist with heritage conservation within the Town.
- The Town, working with historical societies, should compile an inventory of historical resources and properties.
- The Town may consider designating historically significant properties under the Historical Resources Act.
- The Town shall continue to promote community awareness about the importance and value of heritage conservation through heritage interpretation programs and fostering cooperation with other levels of government, private agencies, non-profit groups and individuals in the conservation of heritage resources.
3.9 Economic Development and Tourism

This section aims to make Ravine River more economically sustainable and an attractive place to reside. Economic development entails attracting new businesses seeking to enter the regional and provincial market, as well as providing an environment where existing businesses can thrive and expand. Creating an attractive community with high quality amenities and services is a vital component in attracting and keeping the skilled labour force that local businesses, including the tourism sector, require for success.

**Goal**

- The Town will foster local business retention and to attract diverse, long term economic growth, including tourism, through a partnered approach by marketing Ravine River and Northern Alberta.

**Objectives**

1. Create a positive and competitive business climate.
2. Develop and maintain regional partnerships for economic development.
3. Evaluate regional market opportunities for innovation and diversification in Ravine River’s economy.
4. Increase tourism visitation through co-operative marketing, heritage preservation, and the development and enhancement of tourism and cultural attractions, parks, and services.

**Policies**

3.9.1 General

- The Town should promote a competitive business climate through policies and actions that help maintain competitive operating costs and streamline approval processes and timelines.
- The Town should pursue opportunities to diversify the local and regional economic base by promoting and attracting value-added industries.
- The Town should pursue community economic development, which emphasizes community self-reliance and fosters growth from within the community, with emphasis on nurturing small business, supporting skills training, and entrepreneurship.
- The Town should aim to increase tourism visitation through promotions, development and enhancement of local tourism products (e.g. local history and culture), services and infrastructure.
3.10 Regional Initiatives and Inter-Municipal Cooperation

It is important to recognize that the Town of Ravine River is part of a region and that many issues and factors that can impact the community, its economic vibrancy, and the quality of life of its citizens, occur beyond and transcend the city’s boundaries. It is for this reason that the Province encourages cooperation between municipalities, provincial departments, and other agencies to address planning issues.

Although the Town of Ravine River and Dover County have not yet negotiated a formal Intermunicipal Development Plan (IDP), the two Councils recognize the benefits of working together in terms of the development of the Ravine River area and enjoy a good working relationship.

**Goal**

- Collaborate with Dover County on regional and provincial issues.

**Objectives**

1. Cooperate with municipalities and other government agencies to determine and achieve mutual objectives that benefit residents and businesses within Northern Alberta.

2. Work with the Government of Alberta, its agencies, and other municipalities, in the provision of programs and services that are of benefit to the residents and businesses in the region.

**Policies**

3.10.1 General

a. The Town shall investigate opportunities to obtain mutual benefits in the provision of transit, protective and emergency services, and social, recreational, environmental and cultural programs and facilities through cooperation with other municipalities and agencies.

b. The Town shall explore options for the creation of regional partnerships with the Province, municipalities, and agencies in the planning and co-ordination of land use patterns, transportation, utility, and other service delivery systems in Northern Alberta.

c. The Town shall continue to work with Dover County, its municipal neighbour, on the future planning of the Ravine River area.

d. The Town shall initiate the process of establishing an Intermunicipal Development Plan (IDP) with Dover County for the planning and coordination of land use and development.
PART 4: IMPLEMENTATION

The success of any plan depends on the degree to which efforts are made to implement and integrate the plan’s directions into decision making. The MDP provides the means whereby Council, the Municipal Planning Commission, Town staff and members of the community can evaluate situations or proposals in the context of a long range plan for Ravine River.

4.1 Plans, Bylaws, Permits, and Programs

As the Town of Ravine River undertakes new initiatives, this Municipal Development Plan shall be consulted and will act as a guide for decision-making and actions.

4.2 Plan Consistency

Any subsequent planning activity, particularly updates to statutory documents, such as the Land Use Bylaw or Area Structure Plans, or physical development shall be consistent with the Municipal Development Plan.

4.3 Area Structure Plan

An area structure plan (ASP) provides a framework for further subdivision and development of specific areas within a Municipal Development Plan. An ASP must describe the sequence of development, the proposed land uses, the density of the population proposed, the general location of major transportation routes and public utilities, and any other matters Council considers necessary.

4.4 Land Use Bylaw

The policies contained in this Municipal Development Plan shall be implemented through the application of the Town of Ravine River Land Use Bylaw. The Town shall interpret and enforce the regulations of the Land Use Bylaw in the spirit and intent consistent with the policy direction of the Municipal Development Plan.

4.5 Monitoring and Review

The Town will monitor the administration and implementation of this Municipal Development Plan to ensure that the Plan remains an effective policy document. The Town shall undertake a major review of this MDP once every five years, or earlier, if deemed necessary by Town Council. Minor amendments may occur on an as needed basis.

4.6 Annual Review

As the Town of Ravine River Council and Staff engage in strategic planning processes, the Municipal Development Plan shall be consulted to assist in identifying, guiding, and prioritizing the Town’s work priorities.
4.7 Plan Amendments

From time to time it may be necessary to amend the MDP. Specifically, whenever a land use direction of the MDP is proposed to be changed, an amendment to Map 1: Future Land Use Concept would be required to reflect the proposed land use direction.

An application to amend the MDP can be made to the Town of Ravine River, and the request will be considered by Town Council. An application should include supporting rationale that includes how the proposed land use designation will be compatible with the surrounding land use designations. A decision to approve a proposed MDP amendment will require a first reading, then formal public hearing, followed by second and third readings. The timing of the public hearing is somewhat flexible, yet must be held prior to second reading, as per the MGA.

Notice of the public hearing must be published at least once a week for two consecutive weeks in at least one newspaper or other publication, and mailed or delivered to every residence in the area to which the proposed amendment relates, as per the MGA.
PART 5: APPENDICES

Appendix A - Glossary of Terms
Appendix B - Maps
Appendix A - Glossary of Terms

Accessory Dwelling Unit means a dwelling unit, such as a garage suite, garden suite, or secondary suite that is secondary and subordinate to the principal dwelling unit on site.

Area Structure Plan means a long range land use and servicing plan adopted by bylaw and prepared in accordance with the MGA.

Crime Prevention Through Environmental Design (CPTED) is a multi-disciplinary approach to deterring criminal behaviour through environmental design. CPTED strategies rely upon the ability to influence offender decisions that precede criminal acts by affecting the built, social, and administrative environment.

Future Land Use Concept means a map providing direction with respect to the predominant land uses within an area of the municipality.

Land Use Bylaw means a regulatory document that regulates development within the municipality.

Leadership in Energy and Environmental Design (LEED) is an accredited registration program of “green” building under the US Green Building Council.

Medium density residential means the development of more than two dwelling units within a single building. Typical building forms include row housing or apartment buildings. Single-detached dwellings, duplex, and semi-detached dwellings, as well as secondary suites, are considered low density.

Persons with disabilities means a person with a physical or mental disability as defined by the Alberta Human Rights Act.

Roads, Arterial means roads that are intended to move large volumes of traffic.

Roads, Collector means roads that are intended to move traffic and provide land access, collecting traffic from local roads and carrying it to arterial roads.

Roads, Local means roads that are intended to provide land access.

Watercourses means the bed, and shore of a river, stream, lake, creek, lagoon, swamp, marsh, or other natural body of water; or a canal, ditch, reservoir or other man-made surface feature whether it contains or conveys water continuously or intermittently.

Wetlands means land having water at, near, or above the surface of which is saturate with water long enough to promote wetland or aquatic processes as indicated by poorly drained (hydric) soils, hydrophytic vegetation, and various kinds of biological activity that are adapted to the wet environment.
Appendix B – Maps

- Map 1 – Future Land Use
- Map 2 – Municipal Services
- Map 3 – Schools, Recreation & Open Space
- Map 4 – Transportation Network
- Map 5 – Lot Availability
- Map 6 – Significant Features
Town of Ravine River
Municipal Development Plan
Map 5: Lot Availability

- Town of Ravine River Boundary
- Vacant Residential
- Vacant Commercial
- Vacant Industrial
- Urban Reserve
- Water Course
- Provincial Highway

Projection: Scale: Data Source: Created: Printed:

Guidebook for Preparing a Municipal Development Plan
Sample E: MDP for a Rural Municipality of less than 500

County of Farmlands
Municipal Development Plan
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Introduction

Nestled in the Mountains and rolling foothills, the County of Farmlands includes some of the finest farming in Canada. The area possesses outstanding forestry, wildlife, and grazing resources, in addition to some of the most important watersheds in Alberta.

Administered by the Department of Municipal Affairs since the early 1900s as an Improvement District, the County seized the opportunity provided by the Government to incorporate and become a self-governing municipality in 1995. As part of the transformation, the County was required to develop a series of new policies, procedures and bylaws.

In a proactive effort to pursue its vision of preserving and promoting their unique farming heritage, the County Council initiated the preparation of this Municipal Development Plan to further reinforce the Municipality’s land use goals and objectives as defined in the Land Use Bylaw.

Function of a Municipal Development Plan

In 1995, the Alberta Planning Act was rescinded and matters relating to planning were incorporated into Part 17 of the Municipal Government Act. Under the new legislation, a hierarchy of statutory planning documents exists. Created and adopted by bylaw for the purpose of planning and managing land use, these statutory plans include Municipal Development Plans, Land Use Bylaws, Intermunicipal Development Plans, Area Structure Plans and Area Redevelopment Plans. All plans must comply with the Provincial Land Use Policies.

Under this system, the role of a Municipal Development Plan is to guide the general direction of future development and provide land use policies regarding development, while the Land Use Bylaw regulates land use and development on a site-specific basis. Section 639 of the Municipal Government Act requires every municipality to adopt a Land Use Bylaw and section 632 requires those municipalities to adopt a Municipal Development Plan.

As required, the County of Farmlands completed and adopted their Land Use Bylaw in March of 1996 but at that time did not pursue the development of a long-range plan. The preparation of a Municipal Development Plan at this time satisfies the current need to define a long-term land management strategy for the Municipality. The County represents one of the most biologically diverse areas in the province. The farming
community has been the main contributor to the present landscape and the long-term viability of the area is dependent on the effective management of local natural resources and preservation of the Municipality’s farming heritage.

**Legislative Requirements**

The County of Farmlands Municipal Development Plan has been developed in accordance with section 632(3) of the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended (MGA) for the purpose of identifying future land use goals, defining the long-term expectations and aspirations and clearly defining the municipality’s development philosophy. The goals, objectives, and policies of this Plan are reflective of the values and philosophy of the landowners and residents of the County of Farmlands. The *Municipal Government Act* requires policies on a broad range of issues. Section 632(3) states:

A municipal development plan

(a) must address

(i) the future land use within the municipality,
(ii) the manner of and the proposals for future development within the municipality,
(iii) the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,
(iv) the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities,
(v) the provision of municipal services and facilities either generally or specifically,

(b) may address

(i) proposals for the financing and programming of municipal infrastructure,
(ii) the co-ordination of municipal programs relating to the physical, social, and economic development of the municipality,
(iii) environmental matters within the municipality,
(iv) the financial resources of the municipality,
(v) the economic development of the municipality,
(vi) any other matter relating to the physical, social or economic development of the municipality,

(c) may contain statements regarding the municipality’s development constraints, including the results of any development studies and impact analysis, and goals, objectives, targets, planning policies and corporate strategies,

(d) must contain policies compatible with the Subdivision and Development Regulation to provide guidance on the type and location of land uses adjacent to sour gas facilities, and

(e) must contain policies respecting the provision of municipal, school or municipal and school reserves, including but not limited to the need for, amount of and allocation of those reserves and the identification of school requirements in consultation with affected school authorities.

Public Participation

In order to allow for public participation and to meet the requirements of the Municipal Government Act, the County of Farmlands undertook the following steps:

- conducted a survey of rate-payers of the municipality and published a summary of questionnaire results;
- published a background summary and preliminary recommendations;
- held meetings with Council and administration to discuss preliminary recommendations;
- published a draft plan;
- circulated draft plan to adjacent municipalities and affected government departments for comment; and
- hosted a formal public hearing.
VISION Statement

“To protect and enhance the unique farming heritage and to promote activities that are sustainable and compatible with the environment.”

Emerging out of a series of amalgamations and annexations in 1995, the newly formed County embraced a vision for their community’s future. This vision promotes the protection of the area’s farming heritage while conserving the environment. The Council and the residents share the vision and they are unaltering in their belief in it.

Local farmers are cognisant of the fact that their livelihood depends on the preservation and continued existence of the current farmlands. The County of Farmlands supports this concept.

Municipal Development Plan Goals

In pursuit of the implementation of the various policies of this plan, Council intends to accomplish the following:

- To protect the existing unique farming heritage from the encroachment of land uses that conflict with the County’s vision statement.

- To ensure, where applicable, historically and environmentally sensitive lands are considered when making land use planning decisions.

(f)

- To promote intermunicipal cooperation and partnerships that supports the County of Farmlands’ Vision Statement.
Background

Regional Location

Located in the foothills and Rocky Mountains of Alberta’s eastern slopes, the County of Farmlands is one of the most picturesque areas in Alberta. Encompassing nearly 2500 km², the Municipality consists of forest reserves, protected areas, creeks and streams and open rangeland. Approximately 75 percent of the land base is Crown owned; privately owned land is held in large holdings.

Approximately 100 people populate the County and traditionally reside on secluded farming and ranching operations rather than in urban areas. Currently, no urban centres exist within Municipal boundaries and residents travel outside the Municipality for goods and services.

Physical Characteristics

Three main events have shaped this portion of Alberta. First, the advance and retreat of the Bearpaw Sea approximately 100 to 70 million years ago; second, the formation of the mountains between 70 and 55 million years ago; and finally, a major period of glaciation.

Located in the Rocky Mountain Natural region, western portions of the County lie on a major uplift that forms the Continental Divide. Characterized by a rugged mountain environment, underlain primarily by up-thrust and folded carbonate and quartzitic bedrock, surface materials vary from residual bedrock to colluvial material on the upper and mid-slopes. The lower slopes and valley bottoms consist of gravely alluvial material associated with watercourses. Major valleys trend southeast to northwest through the mountains and are occupied by headwaters of many of the Province’s major rivers, which drain into the Saskatchewan River System.

Natural Sub regions

Situated at the crossroads of several natural sub regions, the landscape within the County is characterized by four distinct categories that include the:
- foothills fescue grassland sub region,
- montane sub region,
- subalpine sub region, and
The rough fescue grassland lies to the east at the edge of the foothills and mountains. The region is flat to gently rolling with a few major hill systems. Most of the bedrock is covered with extensive, thick glacial tills supporting mixed vegetation in addition to rough fescue and Parry oat grass.

The Montane sub region ranges from an elevation of 3,300 ft. to 6,300 ft., depending on the location and aspect. Chinooks are characteristic of this sub region and soils vary with the climatic conditions and complex topography. A pattern of open forests and grasslands characterize the landscape. Douglas fir and limber pine can be found on the exposed ridges of the north and east aspects, while lodge pole pine and aspen can be found in areas recently disturbed by forest fires.

The Subalpine region is found between the elevations of 4,300 ft. to 7,600 ft. and occupies the area between the montane and alpine sub regions. Below freezing temperatures occur year round and the frost-free period is likely less than 30 days. Engelmann spruce, subalpine fir and larch dominate the mature forests and typically occur on higher, moister sites, which have not been as subject to fire as the lodge pole pine forests.

Finally, the Alpine sub region includes all areas above tree line including vegetated area, rock land, snowfields and glaciers. Much of the alpine sub region has no soil and the
amount of weathered material present is too thin to qualify as soil. Climatic data for this region is limited and few records exist for winter periods. However, this is clearly the coldest sub region in Alberta and wind speeds and temperatures are more extreme than those found at lower elevations.

### Water and Watershed

A significant portion of the headwaters of the Oldman River, which eventually flows into the South Saskatchewan River, originates in the Livingston Range and Porcupine Hills. In southern Alberta both the Oldman and South Saskatchewan Rivers are heavily used downstream for domestic, recreational and irrigation purposes. The drainages of the Oldman, Crowsnest, and Livingston Rivers are provincially significant and an important natural resource.

Precipitation throughout the Municipal District is high, generally increasing towards the west at the higher elevations. Approximately 60 percent of the annual precipitation is in the form of snow and stream levels peak in the spring with the melting snow pack.

![Image of Water and Watershed](image_url)
History of Farming and Ranching in Alberta

An essential component of the Conservative government’s national policy in the 1870s was to encourage a stable and productive settlement of the West, particularly Alberta. In an effort to promote settlement, surveyors were sent west to survey the land into townships in 1871. In 1872, the Dominion Lands Act was enacted to attract millions of hard-working farmers to the area. Continuing debate over the suitability of southern Alberta for extensive agriculture hampered the government’s settlement aspirations, and prompted the government to reconsider its settlement plan.

Activities of early settlers, the North West Mounted Police and American merchandising companies convinced the government to support, at least in the short term, ranching. Southern Alberta in fact had several factors that made the area ideal for ranching. First, the warm Chinook winds regularly alleviated excessive snow accumulation; coulees provided ample shelter from the cold, and the abundance of native grasses and mountain streams provided food and water for range cattle. Second, the success of the American merchandising companies of I. G. Baker and T.C. Power in the area offered further proof of the region’s suitability for ranching. These companies brought stock, capital and expertise to an area lacking all three and demonstrated the economic viability of the industry. Third, the presence of the North West Mounted Police provided both the security and the market required to launch a growing industry. Local ranchers supplied the force with beef and in turn, it represented a small but stable market. Finally, the signing of Treaty 7, including the commitment by the Federal Government to supply beef to the First Nation’s people of southern Alberta, created an additional local market.

To stem the flow of money and profits across the border, the Federal Government initiated favourable land policies that encouraged the growth of a domestic cattle industry. In an effort to promote investment, Prime Minister Macdonald eagerly established a long-term lease system that would be the foundation of open range ranching. This lease system allowed the leasing of 100,000 acres for up to 21 years at an annual rental of one cent per acre. With capital expenditures kept at a minimum, investors were encouraged to commit large amounts of money.

By 1885, four major cattle companies — the Walrond Ranch, the Cochrane Ranch, the North-West Cattle Company and the Oxley Ranch — alone controlled 42 percent of the total leased land in southern Alberta. By 1895 approximately 200 ranchers...
controlled the entire region and provided the majority of Canadian exports of live cattle. Ranching and ranchers wielded a considerable amount of power and from 1885 to 1905 the cattle business dominated the southern Alberta economy. However, the vigorous immigration campaigns of Clifford Sifton and Frank Oliver succeeded and attracted thousands of farmers to southern Alberta and brought an end to the glory days of ranching. Within months of Oliver taking office, government leased lands, which were the foundation of ranching, were sold and opened to general settlement.

Although the closing of the lease system was the most detrimental to the cattle business, poor markets, high tariffs and freight weights and a series of hard winters all affected the industry. Many ranchers sold out but the cattlemen who remained endeavoured to place ranching on a more solid footing by scaling down operations. After the Great Depression of the 1930s, the provincial government reassessed land use policies and enacted legislation designed to re-establish viable ranching and community livestock grazing in the southern region of the province. Many of the ranchers in the area today are continuing to build on the legacy left by their fathers, grandfathers, and great-grandfathers.
General Land Use

The County of Farmlands encompasses approximately 631,999 acres (255,770 ha) of land. It is unique in that there are no urban municipalities, hamlets or urban service areas within the boundaries of the County and almost all land within the municipality is used for agricultural purposes. The Council has endorsed the concept that the complex watershed, ecoregion and habitat are protected to interact with grazing, ranching and other land uses. Land uses that conflict, fracture or destroy the long-term vision of the County are discouraged.

The County is one of many municipalities along the eastern slopes of the Rocky Mountains in which much of the land is Provincial owned. Public land in Alberta is managed by the provincial government.

Figure 3
County of Farmlands
Crown and Private Land

Source: The Southern Rockies Land Use Planning Pilot Study
Alberta Environment 2000
The Council for the County endorses the concept that land is an extremely valuable resource. All lands should be used wisely to encourage both a prosperous regional economy and a stable rural environment where residents, especially farmers and ranchers, can plan their livelihoods, confident that potential conflicting non-agricultural uses will be minimized.

Over 72 percent of the County is in the Green Area and committed to the Bow Crow Forest Reserve. Of the remaining 28 percent, approximately one-third is in the possession of individual private landowners. Of the privately held land, approximately 172,891 acres (69,939 ha) is zoned as agricultural land in the County’s Land Use Bylaw. The purpose of the district is to conserve agricultural land, including grassland, while permitting activities associated with agricultural production on privately held land or leased land within the White Area. All development proposed for leased lands require prior approval from the Public Lands Division of Alberta Agriculture and Forestry. This government department requires, as a condition of its disposition, that the leasee also receive development approval from the Municipality.

Within the boundaries of the County of Farmlands, there exists one provincial park, a wildland park, an ecological reserve and three natural areas. The protection of these landscapes reflects the unique roles that the Municipality and its residents must play in preserving Alberta native grassland ecosystems. Ranchers rely on the continued diversity and production of native grasses, and the fact much of the land is unbroken and without road access is a direct consequence of their stewardship.
Table 1
Parks and Protected Areas within
The County of Farmlands

<table>
<thead>
<tr>
<th>Parks and Protected Areas</th>
<th>Acres</th>
<th>Hectares</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rope Lake Provincial Park</td>
<td>1,010.56</td>
<td>408.95</td>
</tr>
<tr>
<td>Phil Creek Wildland Park</td>
<td>52,608.65</td>
<td>21,290.72</td>
</tr>
<tr>
<td>Ed Stelmach Wildland Park</td>
<td>2,953.99</td>
<td>1,195.48</td>
</tr>
<tr>
<td>Upper Phil Creek Ecological Reserve</td>
<td>6,426.86</td>
<td>2,600.95</td>
</tr>
<tr>
<td>Wasp Nest Natural Area</td>
<td>13,990.61</td>
<td>5,662.00</td>
</tr>
<tr>
<td>Mount Deadingston Natural Area</td>
<td>1,358.07</td>
<td>549.60</td>
</tr>
<tr>
<td>White Creek Heritage Natural Area</td>
<td>18,160.54</td>
<td>7,349.57</td>
</tr>
<tr>
<td><strong>Total Area</strong></td>
<td><strong>93,555.29</strong></td>
<td><strong>37,861.79</strong></td>
</tr>
</tbody>
</table>

Provincial Parks are areas that have been set aside to provide opportunities and facilities for a wide range of outdoor recreational and educational activities. Parks designated under the Provincial Parks Act offer protection to significant natural, historical and cultural landscapes and features. Rope Lakes Provincial Park was opened in 1972 as a result of access conflicts between private landowners and the general public to the Rope Lakes Reservoir. The park has grown to encompass 1010 acres of willow and aspen groves and grassland. The park hosts a large abundance of flora and fauna to be viewed and enjoyed by the public.

In 1999, the Phil Creek Wildland Park was designated under the Provincial Parks Act. These types of parks are usually large, natural land bases where human development and interference are kept to a minimum. Intensive recreational development is not permitted, but backcountry campsites and a few motorized trails may be allowed. Approximately 70 percent of the Phil Creek Wildland Park is montane landscape and largely undisturbed.

Ecological Reserves are designated under the Wilderness Area, Ecological Reserve and Natural Areas Act (WERNA). Some of Alberta’s most rare and fragile landscapes, plants, animals and geological features have been given protection under the Ecological Reserves Program and designated land is primarily used for scientific research and educational opportunities and is protected from recreational and industrial development. While staging, parking and/or interpretive facilities may exist on the perimeter of some ecological reserves, surface disturbances within the reserve are prohibited. The Upper Phil Creek Ecological Reserve was designated in 1999 to protect significant resources.
Sample MDP County of Farmlands

Land Use Issues

This section of the Municipal Development Plan attempts to identify land use planning issues that are prevalent in the County of Farmlands. The identification of such issues will lead to the formulation and application of the policies presented in this plan. As the Municipal Government Act establishes a detailed number of issues that must be addressed, including the provision of transportation systems, municipal services, guidance on land use adjacent to sour gas facilities and other land uses, municipal and school reserve issues, and coordination of land use issues with adjacent municipalities, this section will also identify the legislative requirements pursuant to this enactment.

Future Land Uses

Farming and Ranching are the predominant land uses in the County of Farmlands and pressures from country residential and non-agricultural developments can have a dramatic impact on agricultural land and the environment. The Municipal Development Plan contains policies which relate to the regulation of land use and identifies uses that are suitable in certain locations within the County.

The paving of Highway 222 has resulted in the County becoming a very significant transportation corridor. In addition to a major increase in commercial vehicles, the corridor has also become a tourist/public attraction in its own right as exemplified by the establishment of a National Historic Site and the designation of the Cowboy Trail. Preserving the natural beauty along this corridor from a tourism perspective should be a major consideration in any land use/planning decision by the County or the Province. It may be that tourism and conservation groups are the best allies for the County residents in preserving the area and restricting resource development and urban encroachment.

The Council for the County of Farmlands endorses the following land use concepts with regard to future development within its boundaries:

- Land with a Canadian Land Inventory soil classification of 1 to 6 will be considered prime agricultural land since classes 5 and 6 (the lower soil classes) are equally important to agricultural production in the County as those soils of higher capability. In many circumstances, marginal lands form a valuable and integral part of a
viable agricultural operation.

- The development of non-agricultural land uses within the County should be considered only in the case where agricultural opportunities are not compromised by conflicting developments.
- Owners of agricultural land will try to maintain viable agricultural operations.
- Fragmentation of rural land should be discouraged.
- Development, which may detract from the aesthetic appearance of an area, should be discouraged.
- Oil and gas (exploration, production, gathering and processing); pipelines or electricity transmission activities and developments in the County will be considered subject to certain qualifications outlined in the Policy section of this plan.
- The municipality should encourage utility companies to locate on lands that will not unduly interfere with the scenic attributes of the area.
- Future recreational development should be limited so that agricultural endeavours are not compromised.
- The municipality shall encourage landowners to protect the present environment, watershed and natural amenities for future generations.

Coordination of Land Use

The Municipal Government Act and the Provincial Land Use Policies encourage intermunicipal planning cooperation. This can be addressed formally in two ways through the adoption of a Municipal Development Plan or an Intermunicipal Development Plan. As there are no urban jurisdictions existing with the County of Farmlands, the intent would be to establish policies that are compatible and acceptable to adjacent rural municipalities and provincial Crown interests in terms of desirability and location of development, which may affect them.

Adjacent Municipalities

One of the other requirements of the Municipal Government Act is that a Municipal Development Plan must address land use matters with adjacent municipalities. Section 632(3)(a)(iii) of the Municipal Government Act states:
A municipal development plan must address the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities.”

The County of Farmlands shares boundaries with the Municipal District of Willow Creek, the Municipal District of Pincher Creek, the Municipality of Crowsnest Pass, the Municipal District of Foothills and Improvement District No. 5 (Kananaskis Country). Therefore it is of benefit for the County to maintain contact with the other municipalities and to discuss issues of shared concern. Administration and Council should endeavour to consult with all neighbouring municipalities regarding plans to undertake any major projects which may affect the other municipality, or other projects that may be of mutual interest.

**Provincial Departments**

In addition to the surrounding municipalities, it is essential that the County coordinate land management with the provincial government. The Government of Alberta is responsible for managing public land and focuses on establishing and sustaining an optimum balance of use, conservation and development of resources in harmony with the values and needs of the citizens of Alberta.

Through Integrated Resource Management, government policies, programs and activities are integrated to gain the best long-term benefits while minimizing conflicts. Currently, the Livingston-Porcupine Hills Sub-Regional Integrated Resource Plan is responsible for identification and assessment of all resource value in the County of Farmlands. In order to promote consistent and compatible development on both public and private lands, consideration should be given to public policies outlined in the Integrated Resource Plan.

**Transportation Systems**

The normal hierarchy of road systems characterizes the County of Farmlands and includes one primary highway, numerous secondary highways and a local road system. Highway 222 is the main north-south route through the Municipality. Secondary highways 533, 532 and 520 all provide access from various points east into the Municipality.

Tables 2 and 3 (see Appendix B) track information about traffic volumes, type of vehicle and primary function of primary and secondary highways and the local road system within the County of Farmlands. The network of roads and highways is essential to the movement of people and goods. They are especially important to the ranching community as a primary means of moving agricultural products to market. The provision, maintenance, and improvement of the system are a constant challenge to the County of Farmlands.

**Water Act**

The Water Act was enacted January of 1999 and is the primary provincial legislation governing a municipal council’s ability to pass resolutions, or enact bylaws for the
direction, control, and management of water within its jurisdiction. It is the intent of the provincial government to eventually adopt Water Management Plans (WMPs) for all basins in Alberta.

Watershed management within the County of Farmlands is a priority and, as these WMPs will take several years to prepare in accordance with the provincial guidelines, the County is encouraged to adopt interim policies in the respective Municipal Development Plan with respect to the Water Act.

**Sour Gas Facilities**

The *Municipal Government Act* recognizes that sour gas facilities can create special planning concerns and may have a detrimental effect on subdivision and development; thus, the *Municipal Government Act* requires that they be addressed in the Municipal Development Plan. The *Municipal Government Act* stipulates that the Municipal Development Plan contain policies consistent with the Subdivision and Development Regulation regarding the type and location of land uses adjacent to sour gas facilities.

However, municipalities have no jurisdiction in the location of most oil field development. The Alberta Energy Regulator (AER) regulates the oil industry and they are exempt from the planning legislation pursuant to the following section of the *Municipal Government Act*:

“618(1) This Part and the regulations and bylaws under this Part do not apply when a development or a subdivision is effected only for the purpose of

(a) a highway or road,
(b) a well or battery within the meaning of the Oil and Gas Conservation Act, or
(c) a pipeline or an installation or structure incidental to the operation of a pipeline.”

Since municipal approval must comply with the distances established by the AER, land use policies must be adopted which identify facilities within the Municipality and which sets off the mandatory referrals. According to section 9(1) of the MGA Subdivision and Development Regulation it is required that:

“A subdivision authority must send a copy of a subdivision application and a development authority must send a copy of a development application to the AER if any of the land that is subject to the application is within 1.5 kilometres of a sour gas facility or a lesser distance agreed to, in writing, by the AER and the subdivision authority.”

According to information from the AER, sour gas wells are located in various areas of the County of Farmlands (see Map 2). As municipal approval must comply with the distances established by the AER, land use policies must be adopted which identify these facilities within the municipality and which trigger the mandatory referrals.
Municipal and School Reserves

The Municipal Government Act allows for the taking of municipal and/or school reserve at the time of subdivision under certain circumstances, subject to section 666(1). The Subdivision Authority may require the owner of a parcel of land that is the subject of a proposed subdivision to provide a part of the parcel of land, to provide money in lieu of land, or to provide any combination of land or money.

The Municipal Government Act requires all Municipal Development Plans contain policies respecting the provision and allocation of municipal and school reserves. As no formal agreements exist with the associated school authorities, the Municipal Government Act requires that the amount and allocation of those reserves be discussed with those affected authorities.

Other Land Uses

All other land uses proposed in the municipality shall be regulated through the standards established in the Land Use Bylaw.

Subdivision and Development

Due to the traditionally large tracts of land utilized for ranching within the County of Farmlands, very little subdivision or development occurs within the Municipality. Between 1966 and 1994, only six subdivisions have been approved. This trend has not changed.

Subdivision Criteria

At this time, no Municipal Development Plan or General Municipal Plan (plans adopted prior to 1995) exists for the County of Farmlands. The Advisory Council for former Improvement District No. 6 endorsed a Land Use Policy Statement, which provided a philosophical overall view regarding land use and established a number of guiding principles that still govern many land use decisions today. The preparation of the Municipal Development Plan will provide an opportunity to review and incorporate these land use principles as they pertain to the various land uses encountered in the municipality.

Environmental Considerations

The unique natural environment, including both the diverse landscape and vital watersheds, requires the community to be active stewards of the land and to take positive measures to ensure the continued health of the ecosystem. Environmental protection is accomplished through steps by each level of government as well as the public at large. In this regard, the County of Farmlands, along with appropriate government agencies and landowners, have been very active in promoting and participating in projects which
concern riparian habitat protection and reclamation in partnership with the Alberta Cows
and Fish Program.

In terms of land use, the powers available to the County are somewhat limited due to
other provincial legislation, but do involve the monitoring of the following:
  • land uses adjacent to environmentally sensitive areas,
  • land uses in close proximately to sour gas facilities.
Policies

Previous sections of this document highlighted several issues and concerns. The identification of these planning issues provides the opportunity to establish land use policies that are intent on addressing and mitigating those concerns. The policies presented in this plan will provide guidance and direction for municipal decision-makers regarding future growth and other planning-related issues. The Council, council committees and the public will review the policies, prior to adoption, to ensure that conformity exists with the Municipal Government Act, Provincial Land Use Policies and reflects the vision and mission statement of the community.

Future Land Use and Growth

Agriculture has been identified as the predominant land use in the County of Farmlands and it is imperative to protect and preserve agriculture and the environment while balancing the interests of non-agricultural uses. The current statutory plans adopted by municipal councils have approved very restrictive land use policies with the intent of preserving lands within the County for farming and ranching. As such, guidance for development and subdivision matters is provided in the Land Use Bylaw and this statutory plan.

Objectives:

- To protect the present ecosystem.
- To protect agricultural land for agricultural activities.
- To ensure that consistency exists between this Municipal Development Plan and the present Land Use Bylaw.
- To ensure that the municipal decision makers have sufficient information to make an informed decision and a process in which to obtain and review that information.
- To promote consistency of decision making by ensuring decisions are made within a framework of policies.

Policies:

1.1 The Municipal Development Plan shall contain policies as to the criteria used for making subdivision and development decisions.

1.2 The subdivision and development criteria shall be drafted to protect agricultural land and the environment.

1.3 Input shall be sought from adjacent municipalities prior to decisions being rendered on matters of mutual concern or interest.
1.4 The municipal Council or its committees may require additional information from an applicant or ratepayer any time during the land use process, including the provision for scheduling public meetings or hearings to obtain additional input.

1.5 The County shall continue to prohibit certain land uses that are deemed to be detrimental to a specific land use district in the Land Use Bylaw.

Coordination with Adjacent Municipalities

Recognizing it is important for adjacent municipalities to work together to promote efficiency and effectiveness, dialogue must occur for this process to be successful. It is not intended to increase the complexity of decision-making, but rather to open channels of communication to take advantage of any opportunities that may be available.

Objectives:

- To ensure cooperation in planning issues between neighbouring municipalities.
- To allow municipalities to take advantage of mutual opportunities to maximize efficient use of transportation systems, infrastructure and other mutual interests.
- To ensure cooperation and dialogue between municipalities on matters of mutual interest or concern.

Policies:

2.1 Administration and Council shall consult with adjacent municipalities regarding plans to undertake any major projects that may affect or impact other municipalities.

2.2 Administration and Council should endeavour to consult with adjacent municipalities where mutual interest exists.

2.3 All proposed statutory plans, land use bylaws and/or amendments that may have an impact shall be forwarded to adjacent municipalities for their comments.

Crown Land

The Municipal Government Act requires a municipality to adopt a land use bylaw that prohibits, regulates and controls land use within the County. The County has limited jurisdiction over public lands or provincial Crown lands in terms of issuing dispositions, licences of occupation or permits for land use activities. Given this situation, it is desirable that dialogue, coordination and referrals occur between appropriate government departments.
Objectives:

- To coordinate the land use decisions made between the two levels of government recognizing the planning processes established for integrated resource plans and municipal development plans.
- To ensure land uses are compatible on private land adjacent to provincial Crown lands.

Policies:

3.1 The appropriate government departments having jurisdiction on Crown lands are requested to have regard for the policies established in this plan.

3.2 To ensure proper notification of adjacent landowners, provincial departments are requested to obtain municipal approval for any developments on Crown land.

3.3 Prior to the disposition of Crown lands, the appropriate government department is encouraged to inform the County of the said disposition.

Municipal Services and Transportation

A strong, healthy assessment base provides the necessary revenues for the Municipality to provide the services and facilities to which ratepayers have become accustomed. Given the dramatic decline in provincial grants to municipalities and the pressure to keep municipal taxes low, the challenge persists for the County to maintain its current levels of service.

Objectives:

- To provide a basis for evaluating the services provided to the ratepayers of the County.
- To establish guidelines for the provision or acquisition of services at the time of subdivision and/or development.
- To provide a safe, economic and efficient road system.

Policies:

4.1 At the time of subdivision and/or development, the provision of municipal services shall be at the expense of the developer.

4.2 The Municipality should endeavour to ensure that the developer provides satisfactory levels of services for any subdivision or development application.
4.3 The Municipality and or the appropriate government department shall ensure that the developer provide service roads and access points for road or highway related land uses as required following consultation with the appropriate government department.

Water Act

The Water Act is the primary provincial legislation governing a municipal council’s ability to pass resolutions, or enact bylaws for the direction, control, and management of water within its jurisdiction. It is the intent of the provincial government to eventually adopt Water Management Plans (WMPs) for all basins in Alberta. As these plans will take several years to prepare in accordance with the provincial guidelines, municipalities are encouraged to adopt interim policies in their respective municipal development plans and land use bylaws. To this end, the County of Farmlands has identified the following objectives and adopted the subsequent policies with respect to the Water Act.

Objectives:

- To protect the existing watersheds within the Municipality by implementing the provisions of the Water Act.
- To ensure that subdivision and/or development in the County of Farmlands complies with the provisions of the Water Act.
- To adopt interim land use polices prior to the preparation of the Water Management Plans.

Policies:

5.1 Prior to the preparation of a Water Management Plan for the region, the municipality shall require that a certified hydrogeological report be prepared for any application for subdivision approval, or a proposed land use redesignation that proposes to create six or more parcels of land in a quarter section.

5.2 All certified reports shall be prepared in accordance with the “Report Requirements under Section 23 of the Water Act for Subdivision Development” as produced by Alberta Environment, September 1999.

5.3 All costs associated with the preparation, evaluation, interpretation and/or distribution of the said report shall be borne by the registered owner or the agent authorized to act on behalf of the registered owner.

5.4 Any subdivision and or development application within the County is not precluded from any appropriate federal legislation.
Petroleum and Gas Facilities

The *Municipal Government Act* requires the Municipal Development Plan to contain policies compatible with the Subdivision and Development Regulation regarding the type and location of land uses adjacent to oil and gas facilities. For the most part, the oil industry is regulated by the Alberta Energy Regulator and is exempted for the provincial legislation pursuant to section 618 of the Act.

Objectives:

- To meet the legislative requirements of the *Municipal Government Act*, the Provincial Land Use Policies and the Subdivision and Development Regulation.
- To identify any sour gas, sweet gas and other petroleum facilities within the boundary of the County of Farmlands.
- To minimize any adverse land use conflicts in proximity to a sour gas facility.
- To minimize any adverse land use conflicts in proximity to all facilities.
- To ensure that suitable access is provided to all oil and gas developments.
- To encourage an open and continued dialogue between developers in the petroleum industry and the local municipal council.
- To encourage developers in the petroleum industry to reclaim lands and cover-type to their predevelopment state.

Policies:

6.1 The Municipality shall ensure all subdivision and development applications that are located within 1.5 kilometres of petroleum and gas facilities are referred to the Alberta Energy Regulator (AER).

6.2 Pursuant to section 619 of the *Municipal Government Act*, a license, permit, approval or other authorization granted by the Alberta Energy Regulator shall prevail over any bylaw or land use decision rendered by the Municipality.

6.3 The Municipality should refer all subdivision and development applications to the Alberta Energy Regulator (AER) for comment.

6.4 All subdivision and development shall adhere to setback requirements requested by the AER.

6.5 The Municipality should be proactive on matters of mutual interest prior to the issuance of any approvals by the AER.

6.6 New pipelines and electricity transmission lines should be sited along existing rights-of-way.
6.7 The municipality shall encourage the petroleum industry to refer their exploration and development program to the local council for perusal and comment.

6.8 Oil and gas exploration and development activities should be undertaken such that:

(a) surface disturbance, environmental damage and land usage is minimized (e.g. use of hand held seismic; multi-well drilling pads; and processing through existing/underutilized facilities);

(b) undisturbed lands (e.g. native grasslands) are avoided where at all possible;

(c) any disturbed lands are restored to as close to their natural state;

(d) the impacts (e.g. traffic, noise, dust, water usage) on adjacent/nearby residences and agricultural operations are minimized;

(e) the impacts on waterways and the regional watershed are minimized;

(f) public safety is not compromised; and

(g) the scenic attributes are not devalued.

Municipal and School Reserves

The Municipal Government Act requires that, under certain circumstances, the Subdivision and Development Authority address municipal and/or school reserve at the time of a subdivision decision rendered. The Act also requires that these reserves be allocated in conjunction with affected school authorities.

Objectives:

- To establish guidelines for the allocation of municipal and school reserves.
- To ensure that any applicable municipal and/or school reserves are addressed and acquired at the time of subdivision.

Policies:

7.1 Municipal and/or school reserve shall be provided in accordance with the provisions of section 666 of the Municipal Government Act.

7.2 Municipal and/or school reserve shall not be required to be provided under the circumstances authorized in section 663 of the Municipal Government Act.

7.3 Where the reserve requirement is to be satisfied as money in place of land, it shall be done so in accordance with the provisions of sections section 667 of the Municipal Government Act.
Subdivision Criteria

The following objectives and policies are intent on providing guidance to the Subdivision Authority and/or the Subdivision and Development Appeal Board when rendering decisions on these applications.

Objectives:

- To establish clear policies and guidelines that address subdivision issues in the Municipality.
- To ensure that subdivision approvals are limited in number as to not fragment lands for future ranching, agricultural endeavours and the protection of the environment.
- To provide landowners and residents with a reasonable certainty as to what limited subdivisions approvals are acceptable.
- To ensure that opportunity exists for the referral of any subdivision applications to the appropriate government departments, agencies and adjacent landowners for comment.

Policies:

Agricultural

8.1 For the purpose of this plan the minimum parcel size in the Municipality shall be 160 acres (64.75 ha) except where the quarter section may have been reduced in size by road widening, forced roads, cemeteries, school sites or any other public use.

8.2 A subdivision application which proposes to create one or more single lot undeveloped country residential parcel (bare land) is prohibited.

8.3 A subdivision application which proposes to create two 80 acre (32.4 ha) from a previously unsubdivided quarter section is prohibited.

Single Lot Country Residential

8.4 A subdivision which proposes to create a single lot country residential parcel containing a developed residence or farmstead is prohibited.

Grouped County Residential

8.5 A subdivision application which proposes to create a multi-lot residential use shall not be approved unless the said property is redesignated in accordance with the provisions outlined in the Municipal Government Act.
Intensive Agricultural Operations

8.6 A subdivision application which proposes to create a separate title for an existing intensive agricultural operation shall not be subdivided from the original parcel on which the original operation was allowed to locate.

Commercial and Industrial

8.7 No subdivision shall be allowed for a grouped commercial or industrial use unless the property is redesignated pursuant to the process outlined in the Municipal Government Act.

8.8 A subdivision for grouped or isolated rural industries shall, wherever possible, be located on poor agricultural lands, unless in the opinion of the subdivision authority such suitable parcels:
   (a) are not reasonably available,
   (b) would create land use conflicts,
   (c) would conflict with other Municipal Development Plan policies and objectives.

Fragmented Parcels

8.9 Lands which are physically fragmented by way of forced roads, water courses, railways or any natural barriers are not eligible for subdivision approval.

Existing Parcels

8.10 A subdivision application which proposes the enlargement, reduction or realignment of an existing separate parcel may be approved provided that:
   (a) the additional lands required are to accommodate existing or related improvements;
   (b) the proposal is to rectify or rationalize existing habitational, occupancy, cultivation or settlement patterns;
   (c) no additional parcels are created over and above those presently in existence;
   (d) the proposed new lot and the proposed residual lot will continue to have direct legal and physical access to a public roadway, adequate development setbacks, and a suitable building site;
   (e) the size, location and configuration of the proposed lot will not significantly affect any water project or transportation system in the area.
Municipal Referrals

8.11 The County shall forward all subdivision applications to adjacent municipalities for comment pursuant to the provisions outlined in this plan.

Development Criteria

The intent of this section is to ensure that future development complies with the minimum standards established in the Land Use Bylaw or an approved area structure plan. To minimize land use conflicts with other uses in the immediate vicinity, development approval should ensure that a quality development could be provided.

Objectives:

- To ensure that all developments in the County of Farmlands are of an acceptable standard.
- To provide applicants with guidance as to the acceptable standards for development in the County.

Policies:

9.1 All development shall occur on parcel sizes outlined in this Municipal Development Plan or the municipal Land Use Bylaw for the use proposed.

9.2 Development approvals should ensure that non-compatible land uses are either sited properly or not approved at all.

9.3 The development authority may require a developer to provide additional information to determine the suitability of a site. Such information may include the provision of percolation and soil stability tests as well as other geotechnical data.

9.4 No development shall take place within the Municipality without being authorized by the issuance of a development permit unless the said development has been specifically identified with the Land Use Bylaw as not requiring a permit.

9.5 No person shall construct or erect more than one dwelling unit on a parcel of land unless authorized to do so by the issuance of a development permit by the Development Authority.

Environmental Considerations

The unique natural environment of the County of Farmlands includes both a diverse landscape and vitally important watersheds. Consideration must be given to the
protection of the natural environment to ensure the continued health of the entire ecosystem.

**Objectives:**

- To identify environmentally sensitive areas within the County.
- To ensure public awareness of land use activities within environmentally sensitive areas.

**Policies:**

10.1 The Municipality, through its Land Use Bylaw, shall address hazard lands with a view of reducing risks to health, safety and property damage.

10.2 The Municipality shall discourage any subdivision or development on lands that are environmentally sensitive or identified as hazard lands.

10.3 The Municipality shall consider the acquisition or use of environmental reserve easements as a means of restricting future subdivision and/or development in the Municipality.

10.4 The Municipality may forward any application for subdivision and/or development to the appropriate government department or agency for pertinent comments.

**Implementation and Procedural Issues**

The Municipal Development Plan is a statutory plan identified in the hierarchy of planning in the *Municipal Government Act*. It has been prepared for the County of Farmlands in accordance with the provisions of the Act, the Provincial Land Use Policies and the Subdivision and Development Regulation. The Act requires all local plans and bylaws to be consistent with the provincial legislation and adopted by bylaw.

The Act also establishes a public participation component, which requires providing opportunities for input, referrals to adjacent municipality, and a mandatory public hearing prior to second reading of the bylaw. By the time this Municipal Development Plan has received its third and final reading, it will have been refined and rewritten based on the comments of ratepayers, municipal administration, and elected officials.

With the final revisions made, the Municipal Development Plan will ultimately become the long-range philosophical document for the County to which the Land Use Bylaw will provide guidance and implement the day-to-day decisions on subdivision and development matters and land use decisions.
Objectives:

- To adopt a plan which provides guidance for future land use decisions in the County of Farmlands.
- To meet the legislative requirements established in the Municipal Government Act.
- To establish a mechanism whereby the Municipal Development Plan may be revisited, refined and amended to accommodate changes in the Municipality.

Policies:

11.1 The Municipal Development Plan shall be adopted and subsequently amended if required pursuant to sections 230, 606 and 692 of the Municipal Government Act.

11.2 Prior to the adoption of this document, the plan should be sent to adjacent municipalities for their comments and concurrence.

11.3 In order to achieve consistency, the Land Use Bylaw shall be amended to comply with any policies to the contrary in this plan.

11.4 Strict adherence to minimum parcel size and measurable standards may be waived to a certain extent if:
   (a) the applicant has proven the existence of some special or isolated circumstance;
   (b) the effect of the variance would not, in the Council’s or Subdivision and Development Authority’s opinion, harm the agricultural potential, environment or adjacent land uses in the area;
   (c) reasons for the variance are stated in the minutes of the meeting when the variance was contemplated and subsequently granted.

11.5 Any amendments or changes to this plan shall be forwarded to the County of Farmlands’ planning advisor for review and comment.

11.6 This plan shall be reviewed, amended or replaced by a new bylaw from time to time in order to achieve consistency and reflect the wishes of the County and its ratepayers.
Appendix A: Maps

COUNTY OF FARMLANDS
LAND USE DISTRICT MAP

April 2007
LAND USE DISTRICTS
- Agriculture/White Area
- Forest Reserve/FF
- Rouge Lake Provincial Park

MAP LEGEND

- RURAL RESOURCES
- FOREST RESERVES
- QUEEN’S
- PUBLIC HIGHWAY
- WATER ALLOCATION
- INDUSTRIAL
- RURAL DEVELOPMENT
- PEOPLE’S
- MUNICIPALITIES
- CURRENT USE

Guidebook for Preparing a Municipal Development Plan
### TABLE 2
TRAFFIC VOLUMES 1993 to 2001

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<td>Rope Lakes</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>W of 22 at Rope Lakes PP</td>
<td>120</td>
<td>70</td>
<td>170</td>
<td>220</td>
<td>35.3</td>
</tr>
<tr>
<td><strong>HIGHWAY 533</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E of 22 at Rope Lakes PP</td>
<td>140</td>
<td>270</td>
<td>250</td>
<td>330</td>
<td>48.0</td>
</tr>
</tbody>
</table>

**AADT** Annual Average Daily Traffic is an average daily two-way traffic expressed as vehicles per day.
TABLE 3
COUNTY OF FARMLANDS TRAFFIC VOLUMES AND FUNCTION OF THE LOCAL ROAD SYSTEM (2001)

<table>
<thead>
<tr>
<th>Road Name</th>
<th>Description</th>
<th>From</th>
<th>To</th>
<th>Length (km)</th>
<th>AADT 2000</th>
<th>Primary Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forestry Truck Road (F.T.R)</td>
<td>Coleman</td>
<td>From</td>
<td>To</td>
<td>28.2</td>
<td>155</td>
<td>recreation/logging/regional continuity</td>
</tr>
<tr>
<td>Forestry Truck Road</td>
<td>Maycroft Rd</td>
<td>Dutch Creek Rd</td>
<td></td>
<td>6.4</td>
<td>171</td>
<td>recreation/logging/regional continuity</td>
</tr>
<tr>
<td>Forestry Truck Road</td>
<td>Oldman River Rd</td>
<td>S.H. 532</td>
<td></td>
<td>29.0</td>
<td>124</td>
<td>recreation/logging/gas</td>
</tr>
<tr>
<td>Dutch Creek Road</td>
<td>F.T.R.</td>
<td>West</td>
<td></td>
<td>18.0</td>
<td>90</td>
<td>recreation/logging/gas</td>
</tr>
<tr>
<td>Oldman River Road</td>
<td>F.T.R.</td>
<td>West</td>
<td></td>
<td>18.0</td>
<td>126</td>
<td>recreation/local access</td>
</tr>
<tr>
<td>Bob's Creek Road</td>
<td>MD S Boundary</td>
<td>West</td>
<td></td>
<td>4.9</td>
<td>19</td>
<td>local access/regional continuity</td>
</tr>
<tr>
<td>Stavely Road</td>
<td>S.H. 533</td>
<td>MD E Boundary</td>
<td></td>
<td>13.0</td>
<td>18</td>
<td>local access</td>
</tr>
<tr>
<td>Riley Road</td>
<td>Hwy. 22</td>
<td>Stavely Rd</td>
<td></td>
<td>11.8</td>
<td>4</td>
<td>local access</td>
</tr>
<tr>
<td>Chimney Rock Road</td>
<td>Hwy. 22</td>
<td>West</td>
<td></td>
<td>8.8</td>
<td>14</td>
<td>local access</td>
</tr>
<tr>
<td>Saddle Mountain Road</td>
<td>Chimney Rock Rd</td>
<td>West</td>
<td></td>
<td>8.2</td>
<td>10 (est)</td>
<td>recreation</td>
</tr>
<tr>
<td>East Trout Road</td>
<td>S.H. 520</td>
<td>Trout Creek</td>
<td></td>
<td>12.9</td>
<td>6</td>
<td>recreation</td>
</tr>
<tr>
<td>Skyline Road</td>
<td>S.H. 520</td>
<td>Heath Creek Rd</td>
<td></td>
<td>11.3</td>
<td>6</td>
<td>recreation</td>
</tr>
<tr>
<td>West Sharples Creek Road</td>
<td>MD S Boundary</td>
<td>Skyline</td>
<td></td>
<td>9.6</td>
<td>4</td>
<td>recreation</td>
</tr>
<tr>
<td>Health Creek Road</td>
<td>MD S Boundary</td>
<td>Skyline</td>
<td></td>
<td>6.8</td>
<td>4 (est)</td>
<td>recreation</td>
</tr>
<tr>
<td>Maycroft Road</td>
<td>F.T.R</td>
<td>MD E Boundary</td>
<td></td>
<td>4.0</td>
<td>40 (est)</td>
<td>recreation/logging/regional continuity</td>
</tr>
</tbody>
</table>