



<b>Policy Title:</b>	Area Structure Plan Policy		<b>Policy Number:</b>	<b>016-2017</b>	
<b>Date of Council Approval:</b>	March 27, 2017	<b>Motion No.:</b>	101-2017	<b>Year of Review:</b>	2020
<b>Department Sponsored by:</b>	Planning & Development				

**1.0 Purpose:**

Part 17 of the Municipal Government Act (MGA) imparts the authority for Council to adopt an Area Structure Plan (ASP). Section 633 of the MGA states that an ASP must describe following:

- a) the sequence of development proposed for the area,
- b) the land uses proposed for the area, either generally or with respect to specific parts of the area,
- c) the density of population proposed for the area either generally or with respect to specific parts of the area,
- d) the general location of major transportation routes and public utilities, and
- e) any other matters that council considers necessary.

Additionally, the Municipal Development Plan (MDP) of the City of Lloydminster requires the preparation of an Area Structure Plan (ASP) prior to the zoning and subdivision of land in newly developing areas in accordance with the MGA and as specified in the *City of Lloydminster Guide to the Land Development Process*.

**2.0 Objective:**

This policy is to create a framework and provide clarity for comprehensive long range planning of any undeveloped parcel of land which is one (1) quarter section (64.7 ha) in size or larger, through the preparation of an ASP, in accordance with the City of Lloydminster’s MDP. Developments proposed for parcels of land less than specified above will only require the preparation of an Outline Plan prior to the land being subdivided.

Further, this policy provides clarity to applicants regarding the preparation and submission of plans; ensuring that required information are made available to the City.

**3.0 Definitions:**

Municipal Development Plan (MDP)	A Municipal Development Plan is the Statutory Plan that is adopted pursuant to Alberta's Municipal Government Act (MGA). Its policies provide Council with the means to proactively plan for the City’s future. The Plan policies direct decisions about growth and future land use within the City’s boundaries.
----------------------------------	---

Area Structure Plan (ASP)	A Plan prepared for parcels of undeveloped land pursuant to Part 17 ( <i>section 633</i> ) of the <i>Municipal Government Act</i> .
Outline Plan	A preliminary plan which, at a reasonable scale, represents the subject site and its context, land use concept, servicing plan, overall or distributed population density and the staging of development, prior to the initiation of detailed planning.
Environmental Impact Assessment (EIA)	Environmental Impact Assessment is a process of evaluating the likely environmental impacts of a proposed project or development, taking into account inter-related socio-economic, cultural and human-health impacts, both beneficial and adverse.
Traffic Impact Assessment (TIA)	Traffic Impact Assessment is a study which assesses the traffic and safety implications relating to a specific development. Its purpose is to estimate the traffic likely to be generated by the proposed development and the impact on existing road infrastructure.
Utilities Servicing Plan	Utilities Servicing Plan incorporates all facets of water, sanitary and storm sewer, and shallow utilities needed for a development and how they will be connected to the City's systems. It is intended to assist the City to determine the capacity requirements and strategies necessary to manage new additions to the City's infrastructure, and to determine the improvements needed in order to accommodate the proposed growth in the most effective and efficient manner. It also assists City Engineers to determine whether new growth is aligned with City priorities based on need and required timing.
Geo-technical Studies	Geotechnical Studies are performed by geotechnical engineers or engineering geologists to obtain information on the physical properties of soil and rock around a site to design earthworks and foundations for proposed structures and for repair of distress to earthworks and structures caused by subsurface conditions.
Fiscal Impact Assessment	Fiscal Impact Assessment means the estimation of the <u>net fiscal impact</u> of a particular project on the City. For example, where a housing development is being considered for approval by the City; whereas, the project will bring in additional tax revenue from the property tax, it will also impose additional cost on the City from the cost of education of the children of the families which will live in the houses built in the development. The City will also incur ongoing "hard" costs of providing water, sewer, stormwater services, as well as the "soft" costs of providing fire and police services for the increased population arising from the new housing development.

## 4.0 General Regulations

4.1 Each Area Structure Plan must consider the following documents:

- a) The Municipal Development Plan
- b) Coordination and consistency with existing and adjacent Area Structure Plans within the City, as well as in adjacent municipalities

- c) The Land Use Bylaw
  - d) The Municipal Development Standards, all Servicing Master Plans, including Transportation, Sanitary and Storm Sewer, and Water Master Plans.
  - e) Community Facilities Master Plan, Affordable Housing Needs Study (when completed), the Recreational, Cultural & Parks Facilities Needs Assessment Report, and other relevant plans, studies or initiatives where applicable.
- 4.2 If the proposed ASP is not in conformity with any of the documents listed above, amendments must be made to either the existing document or proposed ASP, in order to conform. Additionally, justifications for any proposed amendments must be provided to the satisfaction of the Development Authority.
- 4.3 A physical site evaluation must be completed to report on the following:
- a) The topography of the subject site
  - b) Drainage patterns
  - c) Soils and subsurface geology
  - d) Existing rights of way, pipelines, wells, or other structures that could limit/constrain development
  - e) Areas which are unsuitable for development
  - f) Existing land uses on the site and within the 800m of the site boundary
  - g) Significant flora or fauna, including protected and endangered species
  - h) Sites of historical or aesthetic significance and sites that qualify as Environmental Reserve.
- 4.4 A proposed ASP will be evaluated on the basis of its economic, social, and environmental impacts on the City as a whole.
- 4.5 All proposals for new or amended ASPs must detail a public consultation plan, which shall include at least one (1) non-statutory open house.

## **5.0 Land Use Concept**

- 5.1 The ASP will show the location and area of any residential uses, as well as the type of residential developments proposed, the density of proposed development (in units per hectare), and the projected total population and school population of the residential area.
- 5.2 The ASP will show the location and area of any commercial uses, including the types of commercial development proposed.
- 5.3 The ASP will show the location and area of any institutional uses, including the types of institutional development proposed.
- 5.4 The ASP will show the location and area of any industrial uses, including the types of industrial development proposed.
- 5.5 The ASP will show the location and area of green spaces, including the designation of each open space. Trail connections within the plan area, and its links to adjacent plan areas must also be marked.

- 5.6 The ASP must outline any community design principles that emphasize distinct neighborhood identities, and link those to the objectives of the Municipal Development Plan.
- 5.7 The ASP will show the proposed phasing of future development.

## **6.0 Servicing Concept**

- 6.1 The ASP must demonstrate that the water system design will adequately service the projected demand for the Plan area.
- 6.2 The ASP must demonstrate that the sanitary and storm sewer system design will adequately service the projected demand for the Plan area.
- 6.3 All new ASPs and any significant amendments to existing ASPs will require a Traffic Impact Analysis.
- 6.4 The ASP must show the location of arterial roadways, as well as major and minor collector roads. The accommodation of future public transportation must be demonstrated.

## **7.0 Environmental Considerations**

- 7.1 An Environmental Impact Assessment (EIA) must be completed for any area containing, or adjacent to, environmentally sensitive or environmentally significant sites. The assessment must address how the proposed development will affect the natural area, and how the negative impacts of the proposed development could be mitigated.
- 7.2 For any contaminated sites or proposed waste management facilities, an environmental impact assessment must provide a description of the undertaking, and a prediction of the positive and negative effects of the proposed development on the environment and adjacent land uses.

## **8.0 Other Supporting Studies**

- 8.1 Depending on the nature and scale of the ASP, the following technical studies and reports may be required:
  - a) Water, wastewater, and storm servicing studies;
  - b) Environmental Studies;
  - c) Geo-technical Studies;
  - d) Fiscal Impact Analysis;
  - e) Natural Areas/Biophysical Studies

## **9.0 Process**

- 9.1 Prior to a formal application, the City will encourage a pre-application discussion on the concept and constraints, as well as mitigation strategies, in order to enable the application to proceed through the approval process in a reasonable timeframe.

- 9.2 At the time of application, a draft of the proposed ASP must be submitted for City review. The draft will be circulated through city departments for comments, and returned to the applicant with comments for revision.
- 9.3 A revised draft will be presented by the applicant at a public, non-statutory open house prior to the first reading of an ASP bylaw for any new ASPs or significant changes to an existing ASP.
- 9.4 Subsequent to first reading of the ASP bylaw, the applicant will provide copies of the draft ASP for circulation to the following agencies where applicable:
  - a) Owners of land within and abutting the Plan area;
  - b) Alberta Transportation or the Saskatchewan Ministry of Transport;
  - c) Public and Catholic School Divisions;
  - d) Utility providers;
  - e) Neighboring municipalities; and
  - f) Alberta Environment or the Saskatchewan Ministry of Environment
- 9.5 All agency comments, along with the amended ASP will then proceed to a statutory public hearing, followed by second and third reading.

## **10.0 Responsibilities**

- 10.1 Administration will work for the best interest of the City as a whole and with the applicant to provide all the required information to Council and the public.
- 10.2 Applicants shall provide the required information to administration and ensure that the proposals comply with existing policies, bylaws, statutory requirements and legislation.