

# Agenda



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**Regular Council Meeting Agenda**  
**Monday, May 11, 2026 at 5:00 p.m.**  
**Town of Stony Plain Council Chambers**  
**4905 – 51 Avenue**

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**1. Call to Order**

**2. Adoption of Agenda**

**3. Public Input Session**

**4. Presentations and Delegations - NIL**

**5. Statutory Public Hearing**

- 5.1 Atim Creek Business Park Area Structure Plan
- 5.2 Land Use Bylaw Update 2026

**6. Adoption of Council Minutes**

- 6.1 Regular Council Meeting – April 27, 2026

**7. Council Board & Committee Minutes**

- 7.1 Meridian Housing Foundation – November 27, 2025 Organizational Meeting, November 27, 2025, March 12, 2026
- 7.2 Community and Social Development Roundtable – March 4, 2026

**8. Bylaws**

- 8.1 Atim Creek Business Park Area Structure Plan
- 8.2 Land Use Bylaw Update 2026
- 8.3 Cemetery Bylaw Amendment
- 8.4 Fees & Charges Bylaw Amendment – Cemetery Fees
- 8.5 Public Works Administrative Building – Phase 2 Debenture Bylaw
- 8.6 2026 Property Tax Bylaw

**9. Business Items**

- 9.1 Alberta Municipalities Resolution Co-Sponsor to City of Airdrie

**10. Council Discussion**

**11. Closed Meeting - NIL**

**12. Adjournment**

# **Public Input Session**

# PUBLIC INPUT SESSION

The intent of the Public Input Session is to allow the public to address Council on matters of interest that are not already being addressed in the Council meeting or other boards and commissions of which Council is a member.

The Public Input Session will run from 5:00 p.m. to 5:15 p.m., following the adoption of the agenda.

It is strongly recommended that people pre-register for this session.

## Procedure for Pre-registration

Members of the public wishing to address Council during the Public Input Session may:

- I. register online prior to 12:00 p.m. the day of the Council meeting by filling out the registration form online on the Town of Stony Plain website:  
<https://www.stonyplain.com/en/town-hall/address-council.aspx>.



# **Presentations & Delegations**

# **Statutory Public Hearing**

**PUBLIC HEARING****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Atim Creek Business Park Area Structure Plan

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**EXECUTIVE SUMMARY**

The Atim Creek Business Park Area Structure Plan (ASP) is being proposed to facilitate future development of lands located within the NW ¼ 6-53-27-4, SE ¼ 6-53-27-4 and NE ¼ 6-53-27-4. The proposal creates a major employment area adjacent to Highway 16A with commercial and industrial uses west of Atim Creek and mixed uses opportunities east of Atim Creek. This proposal aligns with the intent of the Town's Municipal Development Plan (MDP).

**BACKGROUND**

Administration is recommending adopting the Atim Creek Business Park ASP for the purpose of facilitating future development of lands located within the NW ¼ 6-53-27-4, SE ¼ 6-53-27-4 and NE ¼ 6-53-27-4. This area is north of Highway 16A, west of Boundary Road and east of Golf Course Road.

From a policy standpoint, this proposal is supported by provincial and municipal policies under the MDP. Some applicable policies in the MDP include:

- 6.1.j. Area structure plans will provide appropriate buffer zones and setbacks from watercourses, water bodies and sensitive natural areas to maintain and preserve water quality and hydraulic function, while maintaining any upland habitat necessary to support the ecosystem
- 6.1.x. The Town will require new area structure plans to include policy and direction to support and enable urban agriculture in suitable areas throughout the town.
- 6.2.a. The Town will work with landowners, developers and neighbouring municipalities to develop trails, open spaces, parks and stormwater management facilities to consider local and regional ecological connectivity, protecting and restoring natural systems and environmentally significant areas.
- 6.2.e. the Town will require that future parks and trails be designated during neighbourhood planning process.
- 6.2.f. The Town will require that new area structure plans and subdivision applications connect municipal and environmental reserves throughout the plan area and adjacent development or municipalities.
- 6.2.j. The Town will require new area structure plans to incorporate best practices to minimize soil erosion and enhance riparian zones, habitat for birds, wildlife and fish in support of biodiversity and sustainability.
- 6.6.a. Commercial development along Highway 16A will be oriented to serve the needs of the vehicle-oriented public where:
  - 6.6.a.ii. on the north side of Highway 16A, uses should support business services to cater to the adjacent industrial developments.
- 6.6.c. the Town will require that any development visible from the highway, public spaces and residential areas be visually attractive.
- 6.6.d. The Town will require commercial developments fronting on Highway 16A and arterial roadways to maintain access through service roads or other forms of shared internal accesses, where possible.
- 6.6.h. The Town will encourage light-industrial and business service uses to locate between commercial and general industrial uses on Highway 16A.
- 6.6.k. The Town will promote best practices in industrial area design, such as:
  - 6.6.k.iii protection and integration of natural areas;

- 6.6.k.iv natural stormwater management;
- 6.6.k.vi. integration with the town's pedestrian and trail systems.

The Atim Creek Business Park ASP proposes major employment area adjacent to Highway 16A, with commercial and industrial uses west of Atim Creek and mixed uses opportunities east of Atim Creek. The ASP has been developed to complement and expand existing industrial and commercial development within the adjacent lands, while being sensitive to natural features such as Atim Creek and Whispering Waters Creek. Residential opportunities are limited to the east side of Atim Creek within the mixed use lands. Residential development in this location would provide housing options close to jobs, contribute to a balanced community, and support regional growth objectives.

The NE ¼ 6-53-27-4 is identified as a shadow plan area within the Development Concept of the ASP. These lands are controlled by non-participating landowners in the preparation of the ASP and hence were not included for the purposes of land use planning for future development. These lands were considered at a high-level for transportation and utility servicing to ensure overall system continuity and viable concept at full build-out. To incorporate the shadow plan area into the Development Concept of the ASP, there needs to be a plan amendment, as well as technical reports as required by the Town.

The ASP area identifies two natural features: the Atim Creek to the east and Whispering Waters Creek to the west. These creeks and the surrounding riparian areas are identified as natural areas within the Development Concept, and environmental reserve designation will occur at the redistricting and subdivision stages.

As the ASP is intended for predominantly employment-based uses, parks are proposed to be limited to Utility/Park corridors that may be developed as Town-owned public utility lots that can support trails and amenities that enhance connectivity within the transportation network. Municipal reserve dedication within the Utility/Park lands may be considered at the redistricting and subdivision stage.

A portion of the lands on the east side of Atim Creek is identified as a special study area. The Biophysical Impact Assessment recommends that these lands be considered for preservation to maintain creek riparian and hydrological function. However, as these lands are intersected by the proposed collector road going east and the Trans Mountain Pipeline right of way going north, the ecological function of the area may be impaired, hence, additional studies will have to be undertaken if the lands are to be considered for development.

The proposed transportation network aligns with the Town's Transportation Master Plan. The collector roadway network includes a series of connections to distribute traffic throughout the ASP area and connect with the North Industrial ASP lands, surrounding arterial roads and Highway 16A. The two east-west collector roads align with the City of Spruce Grove's approved design plans for the upgraded boundary road. A system of local roadways will extend from the collector roads to provide additional connectivity throughout the plan area and access to individual lots. Multi-use trails are proposed on one side of the collector roads throughout the ASP area. The designation as to which side of the collector road the multi-use trail will be on will be determined at future stages of development.

Sanitary servicing is based on gravity sanitary mains with independent connections to existing sanitary trunk lines for each quarter section. The proposed connection strategy aligns with the Water and Sanitary Master Plan Update, ensuring compliance with municipal standards. Water distribution system for the ASP area is designed to integrate seamlessly into the existing municipal network, ensuring reliable network under all critical operating scenarios. The ASP proposes four stormwater management ponds which will be designed to manage runoff and outflow at pre-development levels. The stormwater management systems will incorporate both minor and major components: underground storm sewers for up to 1-in-5-year events, and surface flood routes for up to 1-in-100-year events.

Development within the ASP area is anticipated to occur in three phases: A, B and C, with the possibility of each phase having sub-phases as warranted by lot inventory and market conditions. It is anticipated that the area west of Atim Creek within the SE 6 quarter section will be developed first, however the development staging proposed by the ASP is conceptual and subject to change prior to redistricting and subdivision approval.

The NW ¼ 6-53-27-4 and NE ¼ 6-53-27-4 are currently covered under the Fifth Meridian ASP, which was inherited by the Town from Parkland County when these lands were annexed in 2008, among other lands. The Atim Creek Business Park ASP replaces the planning framework over these areas as part of this bylaw, including the Fifth Meridian ASP.

### **Relevant Statutes/Master Plans/Documents**

*Municipal Government Act* Sections 187 to 191, 230, 606, 633, 636, 637, 638 and 692(1)

Land Use Policies, Order in Council 522/96 Pursuant to Section 618.4 of the *Municipal Government Act*,

Municipal Development Plan Bylaw 2631/D&P/20 Uniquely Stony Plain: Municipal Development Plan 2020

Fifth Meridian Area Structure Plan Bylaw 27-01 (inherited from Parkland County)

### **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Foster the momentum of commercial and industrial development opportunities in our North Business Park and adjacent Highway 16A, 779, and 628.
- Guide the continued build out of employment lands and occupancy of available commercial properties with targeted investment attraction, in collaboration with Edmonton Global, and business retention and expansion efforts.

### **STAKEHOLDER AND PUBLIC PARTICIPATION**

Administration met with the Planning Advisory Committee (PAC) on April 16, 2026, presented this application and answered questions. The PAC moved that the Atim Creek Area Structure Plan be accepted for information.

### **COMMUNICATION**

Bylaw 2734/D&P/26 was advertised in accordance with the Advanced method in the Public Advertisement Bylaw 2681/G/23, as the subject area is part of a statutory planning document. This included two notice signs installed, a post on the Town website, and a mailout notification to properties within 90 meters of the subject site, which included landowners within Stony Plain, Spruce Grove and Parkland County. The post on the Town website includes pertinent background information, including supporting studies.

### **ATTACHMENTS**

1. Atim Creek Business Park Area Structure Plan Bylaw 2734/D&P/26
2. Advertisement and any comments received for the Public Hearing for Bylaw 2734/D&P/26
3. Presentation

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**Prepared by:** Ellen Amoh, Planner

**Reviewed by:** Miles Dibble, Manager, Planning and Development

**Reviewed by:** Brett Newstead, General Manager, Planning & Infrastructure

**Approved by:** Tom Goulden, Chief Administrative Officer

**BYLAW 2734/D&P/26**

**BEING A BYLAW OF THE TOWN OF STONY PLAIN IN THE PROVINCE OF ALBERTA  
FOR THE PURPOSE OF ADOPTING THE ATIM CREEK BUSINESS PARK AREA  
STRUCTURE PLAN**

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WHEREAS, pursuant to the *Municipal Government Act*, RSA 2000, c. M-26, and amendments thereto, Council may adopt an area structure plan for the purpose of providing a framework for subsequent subdivision and development of an area of land; and

WHEREAS, the Atim Creek Business Park Area Structure Plan was prepared in accordance with Sections 633 and 636 of the *Act*;

NOW THEREFORE, the Council of the Town of Stony Plain in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0.0 Title**

1.1.0 This bylaw may be cited as the “Atim Creek Business Park Area Structure Plan”.

**2.0.0 General**

2.1.0 That “Schedule “A” attached to and forming part of this bylaw is hereby adopted as the area structure plan for the subject lands.

2.2.0 That the information contained within Schedule “A” is conceptual to guide future planning and development decisions within the Atim Creek Business Park neighbourhood, and subject to minor variation based on detailed design and planning as development progresses in consideration of other municipal plans, policies and regulations in effect at the time of further planning and development work and decisions.

2.3.0 That all portions of the Fifth Meridian Area Structure Plan Bylaw 27-01 applicable within the town of Stony Plain are replaced by this bylaw.

**3.0.0 Severability**

3.1.0 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

**4.0.0 Effective Date**

4.1.0 This bylaw shall take full force and effect on the date it is passed.

Read a first time this                      day of                      AD 2026.

Public Hearing held this                      day of                      AD 2026.

Read a second time this                      day of                      AD 2026.

Read a third time this                      day of                      AD 2026.

\_\_\_\_\_  
Mayor William Choy

\_\_\_\_\_  
Ann Laing  
General Manager, Corporate Services

**SCHEDULE "A"**

**ATIM CREEK BUSINESS PARK AREA STRUCTURE PLAN**



# Atim Creek Business Park

STAGE 1

## Area Structure Plan

Town of Stony Plain

March 2026

File: 1689-01

## Table of Contents

<b>1</b>	<b>Introduction .....</b>	<b>3</b>
1.1	Purpose.....	3
1.2	Plan Area and Location .....	3
1.3	Policies and Relevant Planning Documents.....	5
<b>2</b>	<b>Site Context and Development Considerations .....</b>	<b>10</b>
2.1	Historical Land Use.....	10
2.2	Topography and Vegetation .....	10
2.3	Soils and Slope Stability .....	10
2.4	Environmental Site Assessment.....	11
2.5	Biophysical Impact Assessment .....	11
2.6	Agricultural Impact Assessment .....	12
2.7	Flood Plain Delineation Report.....	12
2.8	Adjacent Lands and Surrounding Development.....	13
2.9	Transportation Impact Assessment .....	14
2.10	Existing Utilities and Pipelines .....	14
2.11	Utility Design.....	15
<b>3</b>	<b>Visions, Goals, &amp; Objectives.....</b>	<b>16</b>
3.1	Our Vision .....	16
3.2	Goals and Objectives.....	16
<b>4</b>	<b>Development Concept .....</b>	<b>19</b>
4.1	Overview .....	19
4.2	Shadow Plan Area .....	19
4.3	Employment Areas .....	20
4.4	Residential Opportunities.....	20
4.5	Natural Areas, Stormwater Management Facilities and Parks / Utilities .....	20
4.6	Special Study Area .....	20
4.7	Transportation.....	21
4.7.1	Existing Roadways.....	21
4.7.2	Collector Roadways .....	22
4.7.3	Local Roadways.....	22
4.7.4	Pedestrian Connectivity .....	22
<b>5</b>	<b>Utility Services .....</b>	<b>23</b>
5.1	Design Criteria .....	23
5.2	Sanitary Sewer Servicing.....	23
5.2.1	Water Distribution.....	24

5.2.2	Stormwater Management.....	24
5.2.3	Franchise Utilities.....	25
5.2.4	Emergency Services .....	25
5.3	Utility Servicing Standards.....	25
5.3.1	Costs of Development.....	25
<b>6</b>	<b>Plan Implementation.....</b>	<b>26</b>
6.1	Development Staging .....	26
6.2	Redistricting and Subdivision .....	26
6.3	Municipal / Environmental Reserve, Roadways and Infrastructure .....	27
6.4	Staging Information and Requirements .....	27
6.4.1	Infrastructure Requirements .....	27
6.4.2	Off-Site Levy Requirements.....	28
6.4.3	Soil Balance .....	28
6.4.4	Hydraulic Network Analysis Report.....	28
6.4.5	Stormwater Management Plan .....	28
<b>Tables</b>		
	Table 1.0: Ownership within the Plan Area .....	5
	Table 2.0: Utility and Pipeline Listing.....	20
<b>7</b>	<b>Appendix A - Figures.....</b>	<b>29</b>
	Figure 1.0: Location Map .....	30
	Figure 2.0: Natural Constraints.....	31
	Figure 3.0: Existing Conditions.....	32
	Figure 4.0: Plan Area and Legal Rights of Way .....	33
	Figure 5.0: Planned Context.....	34
	Figure 6.0: Development Concept.....	35
	Figure 7.0: Transportation Plan .....	36
	Figure 8.0: Parks and Open Space .....	37
	Figure 9.0: Conceptual Sanitary Servicing Plan.....	38
	Figure 10.0: Conceptual Water Servicing Plan.....	39
	Figure 11.0: Conceptual Storm Servicing Plan.....	40
	Figure 12.0: Staging Plan .....	41
<b>8</b>	<b>Appendix B – Statistics.....</b>	<b>42</b>
	Table 3.0: Land Use and Population Statistics.....	42

# 1 Introduction

## 1.1 Purpose

The purpose of the *Atim Creek Business Park Area Structure Plan* (ASP) is to establish a framework to guide the future development of lands located within the NW 6-53-27-4 (NW 6) and SE ¼ 6-53-27-4 (SE 6), and to a lesser extent the NE ¼ 6-53-27-4 (NE 6). The ASP gross area encompasses approximately 177.7 hectares (439.1 acres) within the northeast corner of the town of Stony Plain, with Boundary Road to the east, Highway 16A to the south, and Golf Course Road to the west.

This ASP will support the creation of a large-scale employment/business park adjacent to Highway 16A, consisting of commercial and industrial uses to the west of Atim Creek, and mixed use opportunities to the east of the creek. The ASP has been developed to complement and expand on existing industrial and commercial development within the adjacent lands, while being sensitive to natural features such as Atim Creek and Whispering Waters Creek. Importantly, it advances the policies of the *Town's Municipal Development Plan* (MDP), which emphasize the critical role of commercial and industrial lands in diversifying the tax base, creating jobs, and sustaining long-term economic growth in the municipality.

The NE 6 is identified as a Shadow Plan area within the Development Concept. This designation indicates that these lands are controlled by non-participating landowners in the preparation of the ASP and are not included for the purposes of land use planning for future development. These lands have been considered at a high level for transportation and utility servicing to ensure overall system continuity and a viable concept at full build-out. To comprehensively incorporate these lands into the Development Concept, a plan amendment will be required that removes the Shadow Plan area and provides new land use direction.

To advance the proposed land uses in the Development Concept, redistricting applications will need to be submitted to the Town for Council's consideration to redistrict the subject lands to the appropriate districts as per the *Town's Land Use Bylaw* (LUB). Subdivision applications will be undertaken and submitted to the Town for consideration in order to support the development of the *Atim Creek Business Park ASP* in a logical manner.

## 1.2 Plan Area and Location

As shown in *Figure 1.0: Location Plan*, the ASP area includes the majority of the lands within the NE 6, NW 6 and SE 6. A minor portion of the NW 6 (0.94 ha) and SE 6 (4.18 ha) have recently been incorporated in the adjacent *North Industrial Area Structure Plan*, including a segment of the north-south orientated collector road (28 Street) from Highway 16A, to support near term development goals of the Developer. Additionally, a small portion of the NE 6 and SE 6 were annexed to the City of Spruce Grove, pursuant to Order in Council 365/2025, with the annexation taking effect on January 1, 2026.

The *Atim Creek Business Park ASP* area is located to the north of Highway 16A, east of Golf Course Road, and west of Atim Creek (within the NE 6) and Boundary Road (within the SE 6). It is noted that Boundary Road is within the City of Spruce Grove jurisdiction.

At the time of the ASP preparation, there are four titles within the three subject quarter sections as outlined below in *Table 1.0: Ownership within the Plan Area*. Land uses within the NW 6 and SE 6 are governed by the *North Industrial Area Structure Plan* and the proposed *Atim Creek Business Park Area Structure Plan*. *Figure 4.0: Plan Area and Legal Rights of Way* delineates the extent of the subject parcels.

Owner	Location	Area
Private corporate owner	NW 6-53-27-4	62.41 ha (154.2 acres)
Non-participating owners	NE 6-53-27-4 & Lot 1 Plan 932-2978	59.08 ha (146.0 acres)
Private corporate owner	SE 6-53-27-4	56.17 ha (138.8 acres)

*Table 1.0: Ownership within the Plan Area*

There are six approved Area Structure Plans within the vicinity, as shown on *Figure 5.0: Planned Context*. These plans include:

- The *North Industrial ASP* (Stony Plain) encompasses lands in the SW 6 and includes a small portion of the NW 6 & SE 6.
- The *South Business Park ASP* (Stony Plain) includes the lands to the south of the plan area, and is located directly south of Highway 16A.
- The *East Boundary ASP* (Stony Plain) includes the lands to the southeast of the plan area, and is located directly south of Highway 16A.
- *West ASP* (Spruce Grove) includes the lands to the northeast of the plan area, and is adjacent to Boundary Road.
- *West Central ASP* (Spruce Grove) includes the lands to the east of the plan area, and is adjacent to Boundary Road and directly north of Highway 16A.
- *Fifth Meridian Area Structure Plan ASP\** (Parkland County) includes lands to the north and northwest in the County.

*\*The Fifth Meridian ASP previously included the NE 6 and NW 6 lands. In 2008, these lands were annexed into the Town of Stony Plain and with the adoption of the Atim Creek Business Park ASP they are repealed from the Fifth Meridian ASP.*

### 1.3 Policies and Relevant Planning Documents

The *Atim Creek Business Park ASP* has been developed in consideration of existing statutory plans and relevant policy documents. The following provides a summary of the key planning documents that were reviewed and referenced in support of this plan.

#### 1.3.1 Municipal Government Act

The preparation of the *Atim Creek Business Park ASP* has been undertaken in accordance with the requirements of the *Municipal Government Act (R.S.A. 2000, c. M-26)* (MGA). The MGA authorizes municipalities to adopt Area Structure Plans to establish a framework for the future subdivision and development of land. Sections 633, 636, 638, and 692 of the MGA specifically address ASPs, requiring that they describe the proposed land uses, sequence of development, population densities, and the general location of transportation routes and utilities necessary to service the plan area. Furthermore, the MGA stipulates that an ASP must conform to a Municipal Development Plan and applicable statutory plans.

#### 1.3.2 Alberta's Land Use Policies/Land Use Framework

Alberta's Land Use Policies were established in 1996 pursuant to Section 622 of the *Municipal Government Act*. All municipalities are expected to implement these policies as part of their land-use planning responsibilities. The policies are designed to integrate decisions on land-use, economic growth, and environmental protection, emphasizing coordination among municipal and provincial authorities. Since the establishment of the Land Use Policies, Alberta has experienced significant population and economic growth.

Alberta's Land-use Framework represents a renewed approach to managing the province's land and natural resources. Its purpose is to accommodate growth and sustain Alberta's economy while balancing environmental stewardship and social well-being. The framework was published in December 2008 and includes core strategies that speak to the development of seven regional land-use plans. The ASP area falls within the *North Saskatchewan Regional Plan*, which is in the process of being prepared. The Land Use Framework's regional plans will be replacing the Land Use Policies as the plans are adopted.

#### 1.3.3 Edmonton Metropolitan Region Board

The *Edmonton Metropolitan Region Board* (EMRB) was dissolved on June 30, 2024, and no longer functions as a regional planning authority. With its dissolution, all EMRB-created plans and policies ceased to be in force. Planning and land use decisions are therefore guided by provincial legislation and municipal statutory and non-statutory plans.

### 1.3.4 Town of Stony Plain Municipal Development Plan

The *Town's Municipal Development Plan* provides the vision and policy direction to build a complete and sustainable community that maintains a strong non-residential tax base and creates local employment opportunities. The MDP recognizes that bringing forward sufficient employment lands is critical to growing the local economy, supporting regional competitiveness, and strengthening fiscal sustainability. In the MDP, the lands within the *Atim Creek Business Park ASP* are identified as *New Employment Land* as part of the town's employment land supply. The ASP lands are intended to accommodate employment uses such as commercial, industrial and mixed-use land uses. This range of employment-focused land uses supports local business expansion and creates opportunities for new businesses to establish and grow. As these land uses align with the intent of *New Employment Land*, no amendment to the MDP is required.

In alignment with the MDP's economic development and regional connectivity objectives, the ASP capitalizes on its strategic location along Highway 16A to reinforce Stony Plain's role as a hub for employment and business activity. Development along the highway corridor will consist of highly visible, vehicle-oriented commercial and industrial uses designed to serve regional traffic, and complement existing business park development. Coordinated infrastructure and transportation planning has been integrated into the ASP to support the efficient movement of goods, services, and people. The planned roadway network provides direct and efficient connections to Highway 16A, Golf Course Road, and Boundary Road, facilitating regional access and goods movement while maintaining functional internal circulation. The transportation system also supports the MDP's complete streets objectives by accommodating pedestrians, cyclists, and opportunities for future transit.

Environmental protection, sustainability, and an integrated network of parks, natural areas, and trails are also key principles of the MDP. Environmentally sensitive features, including Atim Creek and Whispering Waters Creek will be protected to support their ecological function, and parks and open spaces will interface with natural areas to provide trail connections that will enable employees, visitors and residents to connect with nature. Given the ASP's proximity to the City of Spruce Grove and Parkland County, transitional land uses and transportation connections have been planned to ensure compatibility across municipal boundaries and to support efficient servicing and regional planning.

Collectively, these elements demonstrate that the *Atim Creek Business Park ASP* implements the vision and policy direction of the MDP by supporting economic growth, protecting environmental systems, and reinforcing Stony Plain's role as a competitive regional employment centre through coordinated land use planning, infrastructure delivery, and intermunicipal collaboration.

### 1.3.5 Town of Stony Plain Land Use Bylaw

Under the *Town's Land Use Bylaw* all lands within the town are assigned a land use district. The lands encompassed by the *Atim Creek Business Park ASP* are currently designated *FD – Future Development District*, which is intended to reserve areas that are rural in character until such time as they are required for urban development. Future redistricting applications will be submitted to the Town to align the districting of these lands with the intent of the land uses in general conformance to the proposed uses in the ASP.

### 1.3.6 Adjacent / Nearby Area Structure Plans & Planning Areas

Adjacent and nearby development is guided by previously approved ASPs within Stony Plain, Spruce Grove, and Parkland County, as shown in *Figure 5.0: Planned Context*. These ASPs provide policy direction for land uses, transportation connections, and pedestrian linkages between surrounding neighbourhoods.

#### **North Industrial ASP (Stony Plain)**

The *North Industrial ASP* lands are located to the south of the NW 6 and west of the SE 6, and to the north of Highway 16A and east of Golf Course Road. The ASP was originally approved in 2007 as per Bylaw 2309 and amended in 2025 as per Bylaw 2711. The recent amendment updated the servicing plan and ASP boundaries to accommodate a larger stormwater management facility which expanded into the NW 6 and provides additional business industrial lands and a north-south collector road (28 Street) connecting to Highway 16A within the SE 6 to support near-term development plans. The ASP area contains existing business park and industrial development, along with lands identified for future subdivision and servicing. The ASP continues to form part of the town's employment land supply, while providing compatibility of roadway connections and servicing linkages to the *Atim Creek Business Park ASP*.

#### **South Business Park ASP (Stony Plain)**

The *South Business Park ASP* lands are located south of the *Atim Creek Business Park ASP*, directly south of Highway 16A. The ASP was originally approved in 1982 and was revised in 1994 with an updated concept plan. The plan has been amended several times in subsequent years as land use priorities shifted, most recently in 2022 as per Bylaw 2656. The current plan provides for a mix of commercial, community services, residential, and employment uses, including the WestView Health Centre and several retail and service nodes. Since adoption, significant portions of the ASP have been developed, though some lands remain available for infill and redevelopment, particularly with higher-density residential forms. The *South Business Park ASP* has reinforced Highway 16A as a commercial corridor and a gateway into Stony Plain.

### **East Boundary ASP (Stony Plain)**

The *East Boundary ASP* lands are located southeast of the *Atim Creek Business Park ASP*, to the east of Veterans Boulevard and directly south of Highway 16A. The ASP was approved in 2015 as per Bylaw 2541 and provides a transition from highway commercial and commercial land uses near Highway 16A, to low density and medium density residential and supporting services to the south. Although approved a decade ago, development is still forthcoming in the plan area.

### **West ASP (Spruce Grove)**

The *West ASP* lands are located east of the NE 6 lands within *Atim Creek Business Park ASP*, to the east of Boundary Road, in Spruce Grove. The ASP was originally approved in 2004 and has been amended several times, including most recently in 2025 as per Bylaw C-1345-25, to accommodate a series of residential neighbourhoods with supporting parks, amenities, and local commercial services. Most of the plan area has been developed, contributing a significant residential population to the City of Spruce Grove.

### **West Central ASP (Spruce Grove)**

The *West Central ASP* lands are located east of the SE 6 lands within *Atim Creek Business Park ASP*, to the east of Boundary Road and directly north of Highway 16A, in Spruce Grove. The ASP was originally approved in 2004 and has been amended several times, most recently in 2024 as per Bylaw C-1348-24. The plan provides for a mix of low and medium density residential land uses and school/park spaces to the north of McLeod Avenue, and commercial land uses to the south, adjacent to Highway 16A. While there has been limited development of the plan to date, eventually it will generate population growth and additional retail and employment lands adjacent to Highway 16A.

### **Fifth Meridian ASP**

The *Fifth Meridian ASP* lands are located to the north and northeast of the *Atim Creek Business Park ASP*. The ASP was adopted by Parkland County in 2001 and amended in 2003, as per Bylaw 67-2003, and provides a framework for the subdivision and development of lands that neighbour Spruce Grove and Stony Plain between Highway 16 and Highway 16A. The ASP originally included nearly 20 quarter sections within Parkland County. Effective on January 1, 2006, the Town of Stony Plain annexed three and a half quarter sections to the north of the Town including the NE 6 and the NW 6 lands.

## **1.3.7 Transportation Master Plan**

Published in 2021, the *Town's Transportation Master Plan (TMP)* provides a long-term framework for the town's transportation network, guiding roadway improvements, active transportation infrastructure, and regional connectivity. The plan supports safe and accessible facilities for pedestrian and non-motorized users, identifies future arterial and collector roads for planned growth, and emphasizes coordination with neighbouring jurisdictions which are the City of Spruce Grove and Parkland County.

Within the ASP, the TMP identifies two east-west collector roads that connect to Boundary Road, Golf Course Road, and roads within the *North Industrial ASP*. These connections have been included within the Development Concept and are integral to the function of the transportation network within the *Atim Creek Business Park ASP*. Stony Plain's TMP identified future upgrades to Boundary Road and emphasized coordination with Spruce Grove's TMP. Those planned upgrades are now being implemented, with Boundary Road proceeding to a four-lane arterial road and construction anticipated to commence in 2026.

### 1.3.8 Parks and Open Spaces Master Plan

The *Town's Parks and Open Spaces Master Plan* provides direction for the acquisition, development, and management of parks, open spaces, and outdoor recreation amenities to ensure they meet the evolving needs of the community.

While the *Atim Creek Business Park ASP* is predominantly comprised of employment-focused land uses, the open space and trail network (as per *Figure 8.0: Parks and Open Space*) has been designed, where possible, to support the goals and objectives of the *Parks and Open Spaces Master Plan*. These objectives are as follows:

1. Protect and enhance the quality, integrity and sustainability of the environment.
2. Accommodate the outdoor recreation needs of the community as the population expands and evolves.
3. Provide a connected and accessible trail system that links parks, recreation/community centres, schools and key destinations.
4. Strengthen the involvement and attachment of residents to the community.
5. Provide high quality experiences and opportunities to retain existing and attract future residents to the community.
6. Provide a diverse range of facilities to meet community needs as efficiently as possible.

### 1.3.9 Town of Stony Plain 2005 Trails Master Plan

The *Town's 2005 Trails Master Plan* established a comprehensive and interconnected recreational trail system serving both existing and future development areas. The *Atim Creek Business Park ASP* area lies within the *Northern Trail Network*, which does not identify a trail within the ASP area.

As shown in *Figure 8.0: Parks and Open Space*, all collector roads within the plan area include a proposed multi-use trail to support accessibility and provide multimodal options for residents and visitors alike throughout the plan area. Additional pedestrian connections may be provided to support access to stormwater management facilities and natural features within the ASP.

## 2 Site Context and Development Considerations

### 2.1 Historical Land Use

Historical records and aerial photos indicate that the ASP lands have primarily been used for agriculture. Other land uses include three residential properties. Two of the residential properties are located within the NE 6 in the Shadow Plan area. The third, which is now vacant, is located within the SE 6 with access from Highway 16A. A concrete recycling site and a suspended oil well owned by Maga Energy Ltd. are located within the NW 6, and linear underground and above ground infrastructure, discussed further in the next section, is located within all three quarter sections.

Historical Resources Act clearance was received on January 13, 2026, and has been submitted under separate cover. The clearance was issued for the NW 6, NE 6 and SE 6 quarter sections.

### 2.2 Topography and Vegetation

The Plan area is predominantly flat to undulating farmland that is used for agricultural purposes with two watercourses that transect the parcels. The west watercourse is named Whispering Waters Creek and is a tributary of Atim Creek. The east watercourse is Atim Creek and flows north eventually into the Sturgeon River. Atim Creek has a clearly defined forested ravine with wooded tree stands on both sides of the watercourse spanning north to south. Whispering Waters Creek has a small drainage course that is surrounded by marshes with small patches of wooded tree and shrub stands in a few areas within the ASP. Wetlands have also been identified within the ASP area.

These watercourses will form key environmental corridors within the *Atim Creek Business Park ASP*. Refer to *Figure 2.0: Natural Constraints*. *Figure 3.0: Existing Conditions* depicts the lay of the land along with the direction of existing overland drainage.

### 2.3 Soils and Slope Stability

A **Geotechnical Investigation** was completed in 2025 by *J.R. Paine & Associates Ltd.* for the Plan area (did not include the Shadow Plan area). This report, dated September 3, 2025, has been submitted under separate cover.

The report indicates that soil and groundwater conditions at this site are considered feasible for development, although the presence of a moderate to high groundwater table in portions of the site should be taken into account during design and construction. Soil conditions in the area generally consist of a layer of topsoil over sandy silt and clay. The topsoil is about half a metre thick on average.

A slope stability inspection was completed for Whispering Waters Creek and Atim Creek (limited to the SE 6 for Atim Creek). The top of bank for Atim Creek (SE 6 only) was

determined through this inspection, in consultation with the Geotechnical engineer and the legal surveyor and is identified in *Figure 2.0: Natural Constraints*.

The inspection identified Whispering Waters Creek as a shallow drainage course, with gentle slopes and sparse vegetation. Atim Creek has a larger ravine with slopes that range from 13 m to 99 m wide, and steeper sections near the top-of-bank that transition to flatter areas approaching the creek. Atim Creek slopes were generally well vegetated with trees/shrubs. No signs of slumps, slides, cracks or scarps were observed during the inspection. The report provides recommended setback distances from top-of-bank including a development setback of 2 meters and building setback of 10 meters.

## 2.4 Environmental Site Assessment

A **Phase I Environmental Site Assessment** (ESA) dated October 14, 2025, was completed by *G&F Engineering Consultants Inc.* for the SE 6. This report has been submitted under separate cover to support the proposed ASP and redistricting application for the subject quarter section. The ESA did not find any evidence of actual contamination of significance in connection to the site. At the time of proposed future redistricting applications or plan amendment application on the remainder of the plan area, an environmental site assessment is to be completed to the Town's satisfaction.

## 2.5 Biophysical Impact Assessment

A **Biophysical Impact Assessment** (BIA) was completed November 2025 by *Spencer Environmental Management Services Ltd.* This report has been submitted under separate cover. The BIA included a desktop assessment and field assessment of the Plan area (the field assessment only included the NW 6 and SE 6).

The BIA recommends the protection of the lands surrounding Atim Creek and Whispering Waters Creek within the ASP area and delineates recommended environmental reserve (ER) boundaries for these two watercourses. These boundaries are defined by:

- Stepping Back from the Water guidelines (Government of Alberta, 2012b).
- Surveyed top of bank as confirmed by the geotechnical engineering and the legal surveyor.
- 1 in 100-year flood boundaries.

The recommended environmental reserve is compliant with policies described in the Town's highest level planning documents and would achieve the following:

- Protect lands undevelopable because they flood or are sloped.
- Protect regulated watercourses and riparian vegetation that is in limited supply in the town.

- Provide for ecological and recreational connectivity.
- Provide pollution protection for groundwater and surface water.
- Protect existing treed riparian communities and the ecosystem services they provide.

Through the field assessment, the BIA identified 26 potential wetlands within the NW 6 and SE 6 that will be impacted by development and are subject to compensation under the Water Act. Additional wetlands were identified through desktop assessment within the NE 6 and will require field assessment to be confirmed. *Figure 2.0: Natural Constraints* depicts the identified wetlands. The Development Concept requires the removal of all wetlands outside of the two watercourses to achieve the land use pattern and servicing network that is proposed. An application for the removal of wetlands will need to be approved by the Province prior to development on the subject lands.

The BIA proposes mitigation measures to address potential adverse impacts to Atim Creek and Whispering Waters Creek. The mitigation measures include limiting road crossings, minimizing instream works, properly sizing creek crossings, and maximizing maintenance of vegetated buffers adjacent to creeks. As both creeks are considered to be fish-bearing watercourses, the BIA indicates that road crossings that interface with the creeks will require a Qualified Aquatic Environmental Specialist (QAES) assessment of potential impacts to fish and fish habitat and compliance with the federal Fisheries Act. Additionally, the BIA recommends that a qualified wildlife professional be engaged for assistance with crossing design.

## 2.6 Agricultural Impact Assessment

An **Agricultural Impact Assessment (AIA)** report was completed by *Serecon Inc.* for the ASP area. This report, dated November 25, 2024, has been submitted under separate cover.

The AIA includes a review of land use, soils, and agricultural activity to evaluate the area's suitability for transition from agricultural to industrial and employment development. The soil analysis confirms that while the lands are generally of high agricultural capability, they are not unique within the region and therefore suitable for future non-agricultural development. The AIA finds that development can proceed with minimal impact on surrounding agriculture with consideration for drainage and the preservation of farmers' access to fields for equipment and operations. It recommends that future development be staged efficiently to align with servicing availability and to avoid fragmenting parcels.

## 2.7 Flood Plain Delineation Report

A **100 Year Flood Plain Delineation Report** was completed by *River Engineering Consulting* for the Plan area and Shadow Plan area. This report, dated November 2, 2025, has been submitted under separate cover.

The report examined water levels along Whispering Waters Creek and Atim Creek during a major flood, using survey data and computer modeling. The results demonstrate that during a large 100-Year flood, the water remains within the creek walls and is maintained within the non-developable natural areas. As a result, there are no extra flood-risk areas to map, and adjacent development is not expected to be affected. It is noted that survey data was not completed for the NE 6 and thus the floodplain delineation will have to be confirmed to support inclusion of these lands into the ASP.

## 2.8 Adjacent Lands and Surrounding Development

As shown on *Figure 5.0: Planned Context*, the lands surrounding the development include:

**To the north (Parkland County):** A residential property, surrounded by agricultural fields, adjacent to Atim Creek ravine to the northeast.

**To the east (Spruce Grove):** Expanding neighbourhood development from north to south including single-family residential development, and two newer schools (Copperhaven K-9 School and St. Peter the Apostle Catholic High School). The lands further south are currently undeveloped and used for agriculture but are planned for future commercial and residential development to support the Highway 16A employment corridor. The Holy Trinity Catholic Church is the only development that fronts Boundary Road and is adjacent to the ASP area.

**To the west (Stony Plain):** Expanding commercial and light industrial development. Portions of this area have been developed while other lands remain available for subdivision and servicing, establishing a precedent for roadway and servicing linkages north of Highway 16A.

**To the south (Stony Plain):** Established neighbourhood and commercial developments including the WestView Health Centre. This area functions as a key gateway along Highway 16A and reinforces the corridor's role as a commercial spine.

Collectively, the current and future development pattern of the surrounding lands position the ASP in a strategic location to reinforce Stony Plain's role as a destination for jobs and business growth. This is supported by existing roadway connections, established servicing infrastructure, and compatible land uses across municipal boundaries.

## 2.9 Transportation Impact Assessment

A **Transportation Impact Assessment (TIA)** was prepared by *McElhanney Ltd.* for the ASP area. This report, dated November 26, 2025, has been submitted under separate cover.

The TIA considers the current and future development of both the *Atim Creek Business Park ASP* and *North Industrial ASP* lands to provide the technical basis to design a safe, connected and appropriately scaled transportation network that integrates with Highway 16A, Boundary Road, and the broader regional network. Building on the TIA, *Figure 7.0: Transportation Plan* includes a collector roadway network that features a series of interconnected roads, providing access to Golf Course Road, Boundary Road, and Highway 16A. A local roadway network will be identified as part of future redistricting applications and will provide access to the collector roadway network from individual lots.

The TIA was initially prepared using a conservative set of assumptions, using trip generation rates based on a mix of commercial, industrial, and mixed-use land uses, with commercial uses generating significantly higher traffic volumes than industrial uses. The Development Concept has since evolved to reflect a greater emphasis on Business Industrial uses, with the potential for a reduced overall intensity of development. While Business Industrial uses provide opportunities for commercial components, overall traffic generation is anticipated to be lower than originally assessed. Should development shift toward more intensive commercial or industrial forms in the future, the Town may require an update to the TIA at subsequent stages of planning and development.

## 2.10 Existing Utilities and Pipelines

As shown on *Figure 4.0: Plan Area and Legal Rights of Way*, there are numerous rights of ways and caveats throughout the plan area, as well as a suspended well with a lease on the NW 6.

The main rights of way that constrain the development of the site include the high-pressure pipeline owned by the Trans Mountain Corporation that bisects all three quarter sections within the ASP. This line transports crude oil to the west coast terminal in Burnaby, British Columbia. Regional sanitary lines provide a linear constraint to development along the west bank of Atim Creek and north edge of the plan area. There are also existing utilities servicing the residential parcels and minor utility rights of way throughout the ASP area.

We note that there are registrations for temporary turnarounds on the NE 6 and SE 6 to support the transportation network in the SW 6 which also exclude extension of some utilities such as Telus.

Table 2.0: Utility and Pipeline Listing

Quarter Section	Substance	Description	Plan Number/caveat #
NW, NE and SE 6-53-27-4	Crude oil high pressure pipeline	Trans Mountain Pipeline right of way	3625 HW & 4380 HW
NW, NE and SE 6-53-27-4	Regional sanitary sewer	ARROW Utilities Rights of way	Plan 832-0613 & 862-0338
NW 6-53-27-4	Suspended well	Maga Energy Ltd. Well Surface Lease	992 054 506
NE 6-53-27-4	Power	Fortis Alberta right of way	992 389 484
SE 6-53-27-4	Natural gas	ATCO Gas right of way	2276 RT & 912 141 870
NW 6-53-27-4	Telecommunication	Telus right of way	192 011 398
NE 6-53-27-4	Natural gas	ATCO Gas and Pipelines right of way	6452 RJ

## 2.11 Utility Design

An **Engineering Design Brief** dated February 2026 was prepared by *ISL Engineering and Land Services Ltd.* and **Stormwater Management Plan** also dated February 2026 was prepared by *River Engineering Consulting*. Together, these documents establish a comprehensive servicing strategy for the future development that generally aligns with the *Town's Design and Construction Standards* and integrates with existing municipal infrastructure.

The Design Brief confirms that the proposed water distribution system can be accommodated through extensions of the existing municipal network, meeting required pressure, fire flow, and operational criteria. In select locations, the servicing approach differs from standard looping requirements, as it was noted the required water pressure is achieved through dead-end watermains. Additional water looping may be explored at the design stage to the Town's satisfaction.

Sanitary servicing is provided through gravity sewer systems that provide each quarter section with its own independent connection. The servicing approach for the NW 6 lands differs from the *Town's Water and Sanitary Master Plan*, as it identifies a westward connection toward the ARROW Utilities trunk, rather than an eastward connection across the NE 6 lands. This approach provides an efficient servicing solution that allows for reduced pipe sizing and depth, while avoiding the need to route servicing for the NW 6 lands through the NE 6 lands. The Town is currently updating the Master Plan, and this approach is being explored. The servicing strategy will be confirmed at the redistricting stage, in consultation with the Town.

The Stormwater Plan indicates that stormwater servicing is addressed through a combination of minor and major systems, supported by four stormwater management facilities (SWMF) that are designed to control post-development runoff rates, manage major storm events, and maintain pre-development drainage conditions, thereby preventing adverse downstream impacts. Stormwater runoff from future development within the plan area to the east of Atim Creek is proposed to be discharged to Atim Creek, rather than be retained by a SWMF, in accordance with the Adequate Outlet provisions of the Alberta Environment and Protected Areas Code of Practice for Outfalls.

Further refinements to the stormwater management approach will be addressed at the detailed design stage, including outlet controls, localized storage measures, and minor drainage adjustments, as needed.

### 3 Visions, Goals, & Objectives

#### 3.1 Our Vision

We envision the *Atim Creek Business Park Area ASP* as a vibrant business park that strengthens the Town's economic base and attracts investment. The plan will provide a mix of commercial, industrial, and mixed use lands to support local businesses and larger employers. Commercial and industrial uses along Highway 16A will incorporate service-oriented opportunities to meet the daily needs of workers, residents, and visitors. The transportation network will be designed to be efficient and functional for business operations, with safe and accessible options for active transportation users, including pedestrians, cyclists, and other non-motorized modes of travel. Natural features such as Atim Creek and Whispering Waters Creek will be protected and will interface with the open space/trail network to provide a visual and physical connection with nature.

Together, these elements will establish a sustainable and connected area that is both practical in the design of an area that is predominantly planned for employment and business purposes and vital to Stony Plain's long-term prosperity.

#### 3.2 Goals and Objectives

##### Urban Design

**Goal:** Create a high quality employment-focused business park that is attractive and well-connected to the community.

##### Objectives:

1. Foster a business environment along Highway 16A that caters to a variety of skill levels and professions to maximize job creation by providing flexible land uses capable of accommodating a range of employment opportunities.
2. Support placemaking by clustering business park and commercial uses and providing shared access, pedestrian connectivity, and landscaping to create a vibrant employment community and business park.
3. Encourage a broad range of business activities, high-quality urban design, and public art to create engaging, well-designed places for employees and visitors that reflect the character and identity of Stony Plain.

4. Incorporate Crime Prevention Through Environmental Design (CPTED) principles in site and streetscape design to create safe and active environments for employees, visitors, and residents.

### **Employment and Economic Development**

**Goal:** Strengthen Stony Plain's tax base and open prime investment lands through the development of employment lands.

#### **Objectives:**

1. Designate sufficient land for business park land uses to help support the long-term employment needs of the Town of Stony Plain and support a balanced long-term tax base.
2. Promote flexible land use planning that broadly encourages industrial development and allows adjustments to business industrial and industrial land in appropriate locations to support the Town's broader economic and employment objectives.
3. Build upon the commercial and industrial development that is ongoing in the *North Industrial ASP* by extending complementary land uses along Highway 16A, to reinforce the area's role as a destination.
4. Support economic diversity by providing a range of parcel sizes to serve small businesses, major employers, and large-format commercial and industrial uses, and ensure opportunities for existing businesses to expand and continue growing within the town.

### **Environmental Management**

**Goal:** Be a responsible steward of natural systems by protecting the two creeks that bisect the plan area and employing sustainable design practices that support an interconnected network of parks, open spaces and multi-use trails.”.

#### **Objectives:**

1. Protect Atim Creek and Whispering Waters Creek as key natural corridors through the preservation of their ecological function and maintenance of water quality and natural drainage. Limit the number of crossings to only what is required to support the ASP.
2. Implement a stormwater management system that supports water quality and controls runoff to pre-development levels, while complying with applicable municipal standards and design requirements.
3. Provide opportunities for parks and open spaces to interface with natural areas to support public access to a connected green system.

## Transportation and Infrastructure

**Goal:** Develop a safe, efficient, and multi-modal transportation and servicing network that supports the development of a functional and well-designed business park.

### Objectives:

1. Establish a functional transportation network that supports efficient access to Highway 16A, to reinforce the plan area's role as a regional business and employment hub.
2. Incorporate complete streets principles into the design of roadways to provide safe, attractive, and accessible corridors for pedestrians, cyclists, and motorists.
3. Provide an interconnected transportation network that is designed to facilitate municipal services (snow removal, waste collection, etc.).
4. Locate and design collector streets to plan for integration of a future public transit system. Road alignments should support logical routing and connectivity between employment areas, adjacent neighbourhoods, and Highway 16A to enable future transit integration as demand warrants.
5. Allow for traffic calming measures such as edge and median plantings, on-street parking and curb extensions to be considered at the detailed design stage.

## Stakeholder Involvement

**Goal:** Work collaboratively with Council, Town Administration and other stakeholders in implementing the *Atim Creek Business Park ASP*.

### Objectives:

1. Provide opportunities for residents to be informed about the plans for the ASP area and to comment prior to the required Council public hearing.
2. Work collaboratively with Town Administration and project stakeholders to deliver a high-quality plan that contributes positively to the Town's long-term growth and community objectives.

## 4 Development Concept

### 4.1 Overview

The Development Concept (*Figure 6.0: Development Concept*) has been prepared to support Stony Plain's long-term economic growth by expanding its supply of employment lands. It establishes a framework for development that accommodates a variety of commercial, business park, industrial and mixed use opportunities while preserving important natural features such as Atim Creek and Whispering Waters Creek. The proposed land uses have been planned to complement adjacent development in Stony Plain, Spruce Grove and Parkland County. The Development Concept includes a network of collector roads with sidewalks and multi-use trails that support efficient and multimodal mobility. The network is well linked to the town's transportation system, with direct access to Highway 16A and adjacent arterial roads on the east and west boundaries.

As the primary purpose of the plan is to provide employment lands, limited residential opportunities are provided within the Mixed Use lands to the east of Atim Creek. *Appendix B Table 3.0* presents the *Land Use and Population Statistics* for the plan area. This table is to be revised upon formal inclusion of the Shadow Plan area into the ASP. Approximately 28% of the plan (NE 6 and SW 6) is proposed to be maintained as open space, utility servicing, and natural features, as a combination of Natural Areas, Parks / Utilities, and Stormwater Management Facilities. The predominant land use within this area include Business Industrial (38 ha), followed by Industrial (32 ha), and Mixed Use (10 ha). The Mixed Use area is estimated to generate a residential component of 152 residential units with 244 residents.

Future development shall generally conform to the Development Concept, with refinements to roadway alignments, parcel orientation, and sizing, occurring at the redistricting stage, prior to subdivision. Given the limited residential component within the ASP, municipal reserve dedication is anticipated to occur primarily through cash-in-lieu. The location and amount of municipal reserve will be determined at the time of subdivision in accordance with the provisions of the Municipal Government Act and may include the dedication of additional MR lands to support a vibrant and engaging business park.

### 4.2 Shadow Plan Area

The NE 6 is designated as a Shadow Plan area and does not include a land use designation to support future development, as this area is controlled by non-participating landowners during the ASP preparation. A plan amendment, along with any technical reports that are required by the Town, will be required to remove the Shadow Plan area designation and assign the appropriate land uses to support future development. The Development Concept considers these lands for high-level conceptual planning of the transportation and utility servicing network.

### 4.3 Employment Areas

Employment lands including Business Industrial and Industrial land uses comprise the largest portion of the plan area, benefiting from strong visibility along Highway 16A and direct access to Boundary Road and Golf Course Road. Employment lands occupy approximately 80 ha of land or 67% of the Gross Developable Area (GDA). A logical transition is provided, with Business Industrial uses fronting Highway 16A to accommodate service-oriented commercial and industrial development and capitalize on regional traffic volumes, transitioning to Industrial uses to the north and northwest. Overall, the employment lands will accommodate a range of businesses in a well-connected and strategically located area that supports efficient movement of goods, strong visibility, and long-term economic growth.

### 4.4 Residential Opportunities

Residential opportunities within the ASP area are limited to the east side of Atim Creek within the Mixed Use lands. This area interfaces with Boundary Road and Highway 16A and is adjacent to future residential and commercial development within Spruce Grove. If developed, residential development in this location would provide housing choices close to jobs, contribute to a balanced community, and support regional growth objectives.

### 4.5 Natural Areas, Stormwater Management Facilities and Parks / Utilities

The *Atim Creek Business Park ASP* identifies Whispering Waters Creek and Atim Creek as defining natural features that should be protected. These creeks and the surrounding riparian areas are located within Natural Areas within the Development Concept and are in general alignment with the recommended environmental reserve from the Biophysical Impact Assessment. Environmental reserve designation will occur at the subdivision stage. Natural Areas are connected and within close proximity to Stormwater Management Facilities and Park / Utility lands, supporting a larger connected ecological network.

As the ASP is intended for predominantly employment-based uses, parks are limited to the Utility / Park corridors that are provided throughout the Development Concept. These corridors may be developed as Town-owned public utility lots and can support trails and amenities that enhance connectivity within the transportation network. The location and extent of Utility / Park lands may be refined at the redistricting, subdivision and detailed design stage in consultation with the Town, to support improved connections and recreational opportunities. Where a clear community benefit is demonstrated, municipal reserve dedication within Utility / Park lands may also be considered.

### 4.6 Special Study Area

A Special Study Area has been identified on *Figure 6.0: Development Concept* for a portion of lands on the east side of Atim Creek. The Biophysical Impact Assessment recommends that these lands be considered for preservation to maintain creek riparian

and hydrological function. However, as this area is bisected by the future collector road and the Trans Mountain pipeline right of way to the north, the ecological function may be impaired, thus additional review is warranted at the redistricting stage to determine if the lands are to be considered for development. This review will assess construction feasibility, site access, environmental features, and overall block configuration.

## 4.7 Transportation

The transportation network within the *Atim Creek Business Park ASP* is designed to provide safe, connected and appropriately scaled connections within the plan area and towards the broader regional network, including Highway 16A, Boundary Road, Golf Course Road and the adjacent *North Industrial ASP*. As the ASP is comprised of substantial Industrial and Business Industrial lands, the collector and local roadway system must consider proper turning movements and heavy vehicle traffic at the subdivision and design stage in consultation with the Town.

### 4.7.1 Existing Roadways

#### Highway 16A

Highway 16A serves as an east-west major arterial highway through Stony Plain, extending to the City of Edmonton and connecting Acheson, Spruce Grove, and Stony Plain. Within Stony Plain, it is a six-lane divided highway with a 10 meter wide median. Highway 16A also serves as an alternative route to Highway 16 which is located two miles north. Further to the west, Highway 16A merges into Highway 16.

#### Boundary Road / Veterans Boulevard

This arterial road runs north-south, linking Highway 628 to Highway 16A. It provides access to residential neighborhoods and commercial services within Spruce Grove and will provide access to the ASP area. Boundary Road is being upgraded from a rural paved roadway to a four-lane arterial standard to the north of Highway 16A, with construction commencing in 2026. Boundary Road is named Veterans Boulevard south of Highway 16A.

#### Golf Course Road North (Range Road 280)

Golf Course Road North (designated Range Road 280 north of Boulder Boulevard) is an arterial road that extends from Highway 16A to the town's northern boundary. The corridor functions as a two-lane collector roadway with a posted speed limit of 50 km/h, providing access to adjacent businesses, including the concrete recycling operation within the NW 6.

## North Industrial ASP

There are several collector and local roads within the adjacent *North Industrial ASP* that support the road network build-out and will connect with the collector and local road network within the ASP Area.

### 4.7.2 Collector Roadways

The collector roadway network includes a series of connections that distribute traffic throughout the ASP area, and connect with the *North Industrial ASP* lands, surrounding arterial roads, and Highway 16A. The two east-west collector roads align with the City of Spruce Grove's approved design plans for the upgraded Boundary Road. All collector roadways will be developed as per the *Town's Design and Construction Standards*.

The collector roadway network is depicted as a Potential Collector Road Alignment within the Shadow Plan area of *Figure 6.0: Development Concept*, with the intent of conveying the connection points that are required to support the transportation network. The final alignment is subject to change.

### 4.7.3 Local Roadways

A system of local roadways will extend from the collector roads to provide additional connectivity throughout the plan area and access to individual lots. The local roadway network will be identified at the redistricting and subdivision stages and will be designed in accordance with the *Town's Design and Construction Standards*.

### 4.7.4 Pedestrian Connectivity

As shown in *Figure 8.0: Parks and Open Space*, proposed multi-use trails are provided on one side of the collector roads throughout the ASP. The specific alignment as to which side of the roadway the trail will be located will be determined at the subdivision and detailed design stage, based on site conditions and opportunities to optimize connectivity. The multi-use trails will be integrated into the collector road cross-sections and designed in accordance with the *Town's Design and Construction Standards*.

Additional opportunities for pedestrian connections may be considered within the lands designated as Utility / Park. These connections may include pathways with asphalt, concrete, or gravel surfacing, and would be designed to complement the overall trail system and enhance access to natural areas and stormwater management facilities.

## 5 Utility Services

### 5.1 Design Criteria

The following section highlights the high-level design criteria to meet the servicing requirements for the sanitary, water and stormwater systems within the ASP area. These utility servicing requirements have been conceptually illustrated at a high level within *Figure 9.0: Conceptual Sanitary Servicing Plan*, *Figure 10.0: Conceptual Water Servicing Plan* and *Figure 11.0: Conceptual Storm Servicing Plan*. Please note, additional servicing connections will be provided within the local roadway network.

The servicing assumptions include the Shadow Plan area to provide connections between current and future utility infrastructure and ensure that adequate service levels are provided to facilitate the build-out of the *Atim Creek Business Park ASP*.

### 5.2 Sanitary Sewer Servicing

Sanitary servicing for the ASP is based on gravity sanitary mains with independent connections to existing sanitary trunk lines for each quarter section. The NE and SE 6 connect to an existing 900 mm sanitary trunk running north–south along the west bank of Atim Creek, and the NW 6 connects to the ARROW Utilities sanitary trunk line via Golf Course Road. All gravity sewers are sized at a minimum diameter of 250 mm to 300 mm, with trunk sewers classified at diameters greater than 375 mm. The design criteria follows the *Town's Design and Construction Standards*, ensuring adequate capacity for peak dry weather flows, infiltration rates, and population densities.

The *Town's Water and Sanitary Master Plan* identify a sanitary connection for NW 6 extending east through adjacent lands. The proposed servicing approach differs by directing sanitary servicing westward towards the ARROW Utilities trunk. This will allow for reduced pipe sizing and depth, and avoid routing servicing for the NW lands through the NE parcel, recognizing the separate land ownerships. The Town is currently updating the Master Plan, and this approach is being explored. Coordination with ARROW Utilities will be required at the detailed design stages to confirm servicing requirements and facilitate the connection. Surplus sanitary capacity within the North Industrial Park ASP may also be utilized prior to new trunk connections, optimizing existing infrastructure and supporting orderly development. The servicing strategy will be confirmed at the redistricting stage, in discussion with the Town.

For a detailed illustration of the sanitary basin layout and connections, refer to *Figure 9.0: Conceptual Sanitary Servicing Plan*.

### 5.2.1 Water Distribution

The water distribution system for the *Atim Creek Business Park ASP* is designed to integrate seamlessly with the existing municipal network, ensuring reliable service under all critical operating scenarios. The system generally adheres to the *Town's Design and Construction Standards*, with all watermains sized at a minimum diameter of 300 mm to meet pressure and flow requirements for residential, commercial, and industrial land uses.

In select locations, the servicing approach differs from the Master Plan and standard looping requirements, as through the water modeling it was determined that the required water pressure is achieved through dead-end watermains. Pressure management remains a key consideration, with minimum and maximum pressures maintained between 150 kPa (during peak demand plus fire flow) and 550 kPa (during average daily demand), respectively. Additional water looping within the town's system may be explored at the detailed design stage, to the satisfaction of the Town.

The system is designed to accommodate fire flow requirements up to 233 L/s for commercial and mixed use development, ensuring adequate supply for emergency scenarios. If localized high pressures persist, mitigation options such as additional pressure zones, pressure-reducing valves, or site regrading may be considered.

The water servicing concept was modeled using boundary conditions at key intersections (Slate Avenue & Golf Course Road, Boulder Boulevard & North Park Drive, Highway 16A & 28 Street), confirming sufficient capacity and compliance with municipal standards. The hydraulic analysis demonstrates that the proposed network can deliver adequate flows and pressures throughout the study area, even under conservative operating scenarios.

For an overview of the proposed water network layout, refer to *Figure 10.0: Conceptual Water Servicing Plan*.

### 5.2.2 Stormwater Management

The storm drainage system conceptually includes four wet ponds and is designed to manage runoff and maintain outflow at pre-development levels, in accordance with the *Town's Design and Construction Standards*. The system incorporates both minor (underground storm sewers for up to 1-in-5-year events) and major (surface flood routes for up to 1-in-100-year events) components. Catch basins and surface flood routes direct flows toward dedicated stormwater management facilities (SWMFs) in each quarter section within the ASP area.

Stormwater runoff to the east of Atim Creek within the plan area is intended to discharge into the creek, without being retained in a SWMF, in accordance with the Adequate Outlet provisions of the Code of Practice for Outfalls. Atim Creek has capacity to accommodate the proposed discharge, as the estimated peak flow contribution is minor relative to the creek's 100-year flow and is not expected to result in significant changes to water levels,

flow velocity, channel stability, or the aquatic environment. Further refinements to the stormwater management approach may be incorporated at the detailed design stage, as needed, including end-of-pipe outlet controls, localized underground storage, or enhanced overland drainage routing, without reliance on a formal stormwater management facility.

Design criteria include rainfall data based on EPCOR IDF curves, runoff coefficients tailored to land use, and sizing for both minor and major storm events. The SWMFs are engineered to accommodate the 100-year Huff storm event, with controlled discharge to 2.5 L/s/ha, meeting both quantity and water quality requirements. Each SWMF serves its respective basin, with controlled discharge to Atim Creek or Whispering Waters Creek.

Grading design ensures surface drainage follows overland flow paths, maintaining hydraulic connectivity with surrounding lands and minimizing earthworks. The system is resilient to both short-term ponding during minor events and excess runoff during major events, ensuring compliance with municipal stormwater requirements, and ecological preservation.

For a comprehensive view of the stormwater management system and basin layout, refer to *Figure 11.0: Conceptual Storm Servicing Plan*.

### **5.2.3 Franchise Utilities**

It is expected that power, natural gas, and telecommunications services will be provided through extension of the existing system.

### **5.2.4 Emergency Services**

Emergency services are anticipated to be delivered through existing municipal and regional resources located in Stony Plain, Spruce Grove, and Parkland County. Although direct consultation with emergency service authorities has not been completed at this stage, it is expected that current emergency response capacity can adequately serve the plan area's needs.

## **5.3 Utility Servicing Standards**

### **5.3.1 Costs of Development**

The developer of land will be responsible for all costs associated with development through mechanisms such as off-site levies, municipal bylaws, and development agreements. This includes providing full municipal services constructed to the Town's standards and in accordance with its Master Plans and infrastructure studies, with consideration for long-term maintenance and the future expansion of services to support new development.

As shown on *Figure 4.0 Plan Area and Legal Rights of Way*, there are numerous rights of ways and caveats on the subject parcels within the ASP. A suspended well with a lease is still a constraint on the NW 6 with the location depicted on *Figure 3.0: Existing Conditions*.

The main rights of way that constrain the development of the site include the high-pressure pipeline owned by the Trans Mountain Corporation that bisects all three quarter-sections within the ASP area. As well, the regional sanitary line which the future development will be able to connect to provides a linear constraint to development.

There are also existing utilities servicing the residential parcels and minor utility rights of way throughout the ASP area. We note that there are registrations for temporary turnarounds on the NE 6 and SE 6 to support the transportation network in the SW 6 which also exclude extension of some utilities such as Telus.

## 6 Plan Implementation

### 6.1 Development Staging

Development is anticipated to occur in phases within the ASP area, based on factors such as the availability and cost of infrastructure, market demand, and the logical extension of the sanitary collection system and water distribution network. There is the opportunity for development to be undertaken concurrently in separate quarter sections, due to the independence of utility servicing. Specific servicing requirements will be confirmed through subsequent detailed design.

A staging plan has been proposed as shown on *Figure 12.0: Staging Plan*. This plan outlines the general direction of the stages of development and will help to inform decision making to ensure adequate water and sanitary servicing, stormwater management and road access points for emergency services are provided. Development stage boundaries are conceptual and will be confirmed prior to redistricting or subdivision approval. Each conceptual stage area shown on the staging plan may also be subdivided into smaller phases as warranted by lot inventory and market conditions. The intent of the staging plan is to illustrate the expected direction and sequence of growth, without obligating any landowner to develop or defer development. This approach ensures that the construction of roads and deep utilities proceeds in an efficient and cost-effective manner.

### 6.2 Redistricting and Subdivision

Redistricting and subdivision applications shall be subject to approval by the Town and must generally conform to the land uses and intent of this Area Structure Plan. These applications will also be guided by the *Town's Municipal Development Plan* and shall comply with the provisions of the *Town's Land Use Bylaw*.

## **6.3 Municipal / Environmental Reserve, Roadways and Infrastructure**

The general alignment of roadways and allocations for Municipal Reserve and Environmental Reserve will be initially identified through the redistricting process and further refined at the subdivision stage. Development will include the construction and extension of roadways and municipal services, as well as any necessary upgrades to existing infrastructure to support the ASP. Subdivision applications will be submitted for each phase of development and reviewed by the Town's Subdivision Authority.

As a condition of subdivision approval, the developer will be required to enter into a Development Agreement with the Town of Stony Plain. This agreement will be supported by detailed engineering drawings that identify the road and servicing infrastructure necessary to accommodate the proposed development, including any upgrades to existing systems based on the future land uses and densities proposed in the subdivision application. The Development Agreement will also clearly outline the responsibilities of the developer and the Town regarding the construction, financing, and timing of the required improvements.

Through the Development Agreement process, the Town and the developer will establish which party is responsible for financing and constructing new or upgraded roadways and services. The developer, in coordination with the Town, may explore opportunities to recover a fair portion of any upfront servicing costs from future developments that benefit from the newly constructed or upgraded infrastructure.

To ensure that all roadway and servicing improvements are completed in accordance with the approved engineering drawings, the Town will require the developer to provide security based on estimated construction costs. This security will be held by the Town and released upon successful completion of the required works, following the applicable warranty period as determined by the Town and identified within the Development Agreement.

Following execution and approval of the Development Agreement, the subdivision application may be endorsed by the Subdivision Authority, allowing registration of the subdivision plan with Alberta Land Titles to create the new lots. Construction of road and servicing infrastructure may proceed once the required security has been provided to the Town in accordance with the Development Agreement, and generally occurs prior to subdivision endorsement and registration.

## **6.4 Staging Information and Requirements**

### **6.4.1 Infrastructure Requirements**

The initial development stage will require the extension of municipal servicing, roadway infrastructure, and stormwater management facilities, the extent and configuration of which will be determined in consultation with the Town.

The stormwater facility that will be required for the first stage of development proposed in the SE 6 or NW 6 is generally consistent with *Figure 11.0: Conceptual Storm Servicing Plan*. All stormwater management facilities will be designed and constructed to meet the requirements of the *Alberta Environment and Protected Areas (AEPA) Standards and Guidelines* and the *Town's Design and Construction Standards*. Approvals under the Water Act will be obtained as required for each facility. The final size, configuration, and location of all stormwater management ponds will be confirmed at the detailed engineering and design stage, in association with the applicable subdivision and development permit applications.

#### **6.4.2 Off-Site Levy Requirements**

The developer of the land will be responsible for providing applicable off-site levy contributions and any required supporting studies or technical information in accordance with the Town's *Off-Site Levy Bylaw (2648/D&P/21)*, as amended.

#### **6.4.3 Soil Balance**

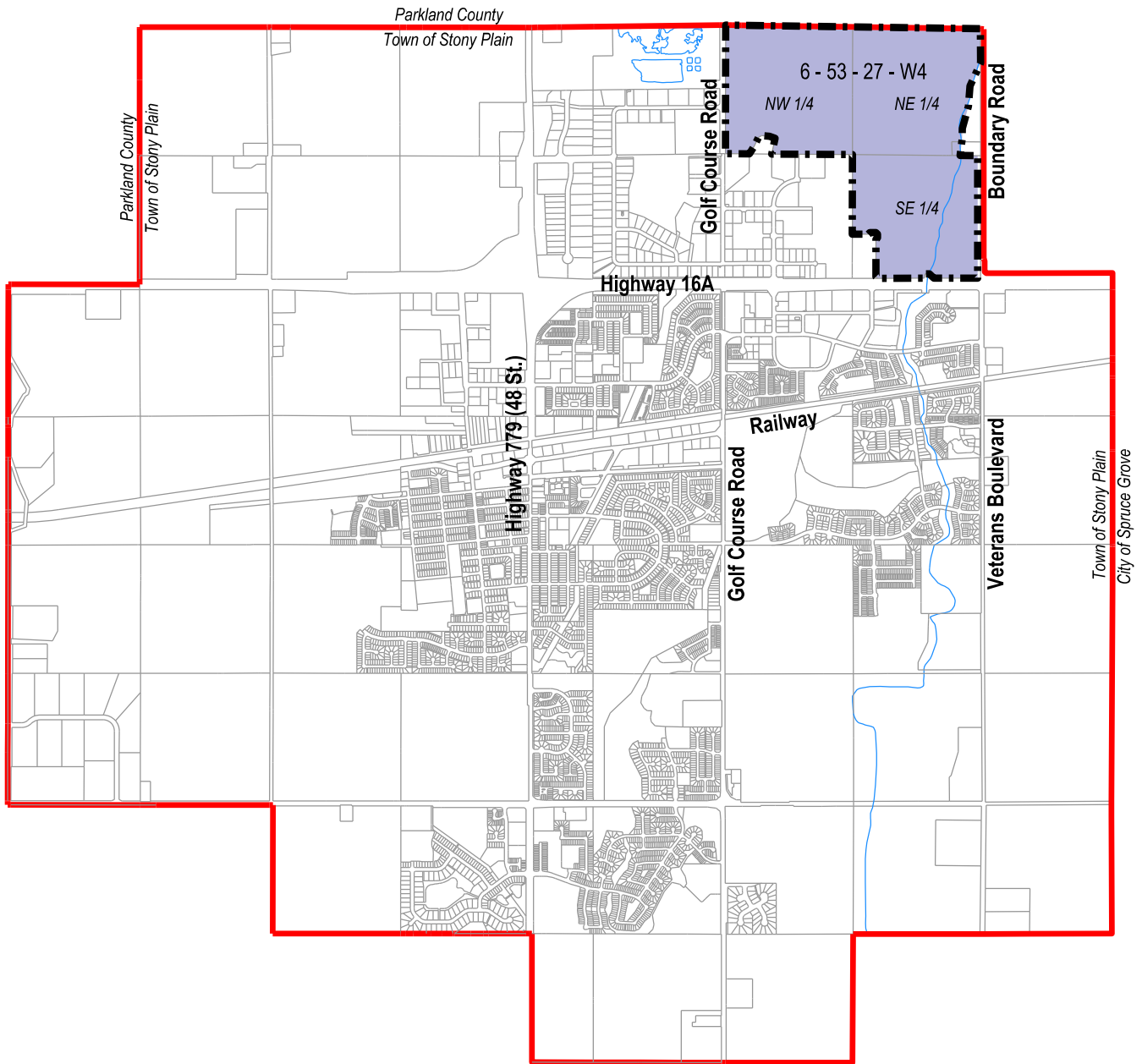
The developer will work collaboratively with the Town to ensure that the stripping and stockpiling of topsoil is carried out in a responsible and environmentally sensitive manner, minimizing potential impacts on adjacent properties. A Soil Management Strategy will be prepared and implemented for each phase of development to address, soil handling, storage, and reclamation.

#### **6.4.4 Hydraulic Network Analysis Report**



A Hydraulic Network Analysis will be prepared to confirm the requirements for watermain sizing and configuration for each phase of development. *Figure 10.0: Conceptual Water Servicing Plan* illustrates the conceptual layout and proposed pipe sizes of water distribution, within the ASP area.

#### **6.4.5 Stormwater Management Plan**

A Stormwater Management Plan will be prepared at the redistricting stage where a new stormwater management facility is proposed as part of the application, or where the subject lands are intended to be serviced by such a facility.



**Legend**

-  Area Structure Plan Boundary
-  Town Boundary

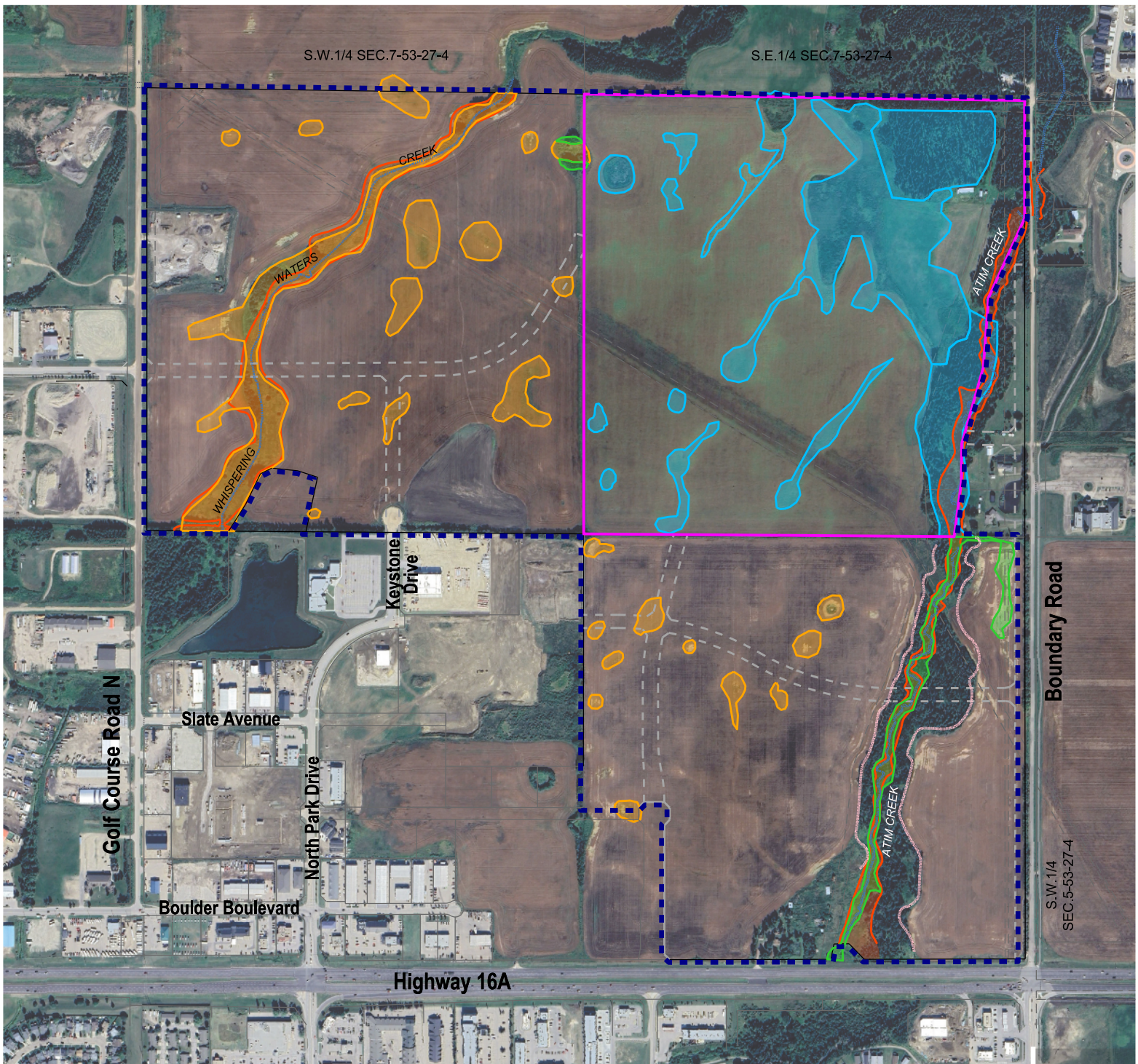
**Figure 1.0  
Location Plan**

**Atim Creek Business Park  
Area Structure Plan**  
Stony Plain, Alberta



N.T.S.

March 20, 2026  
168901105b7 - ASP.dgn



**Legend**

- Area Structure Plan Boundary
- Existing Creek
- Field Assessment Wetland Location - Temporary Graminoid Marsh
- Field Assessment Wetland Location - Temporary Wooded Deciduous Swamp
- Desk Top Assessment Wetland Location - Desk Top Delineation
- 100 Year Flood Plain
- Top of Bank
- Shadow Plan Area
- Proposed Road Right of Way

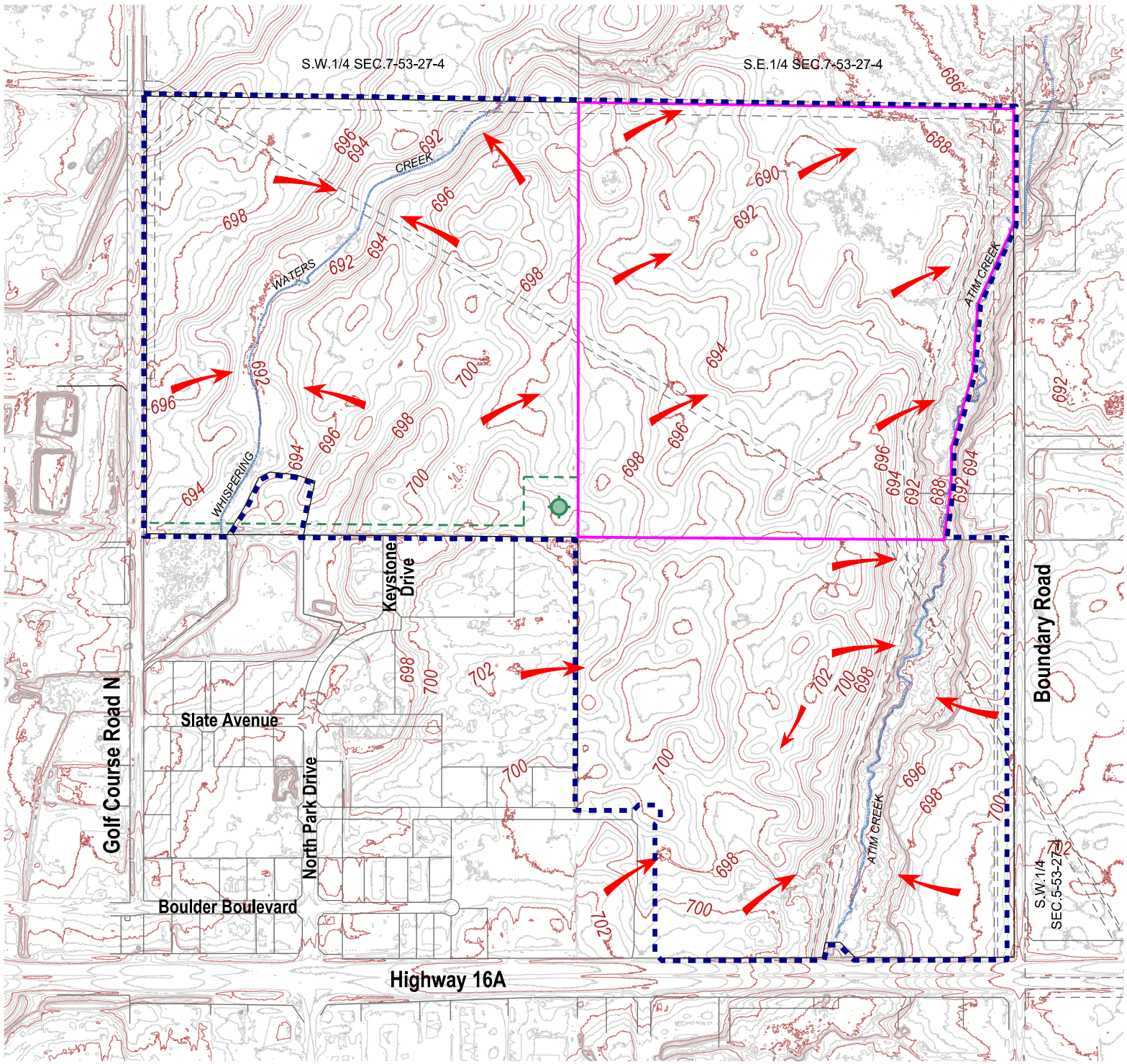
**Figure 2.0  
Natural Constraints**

**Atim Creek Business Park  
Area Structure Plan**  
Stony Plain, Alberta



N.T.S.

March 20, 2026  
168901105b7 - ASP.dgn



**Legend**

- - - - Area Structure Plan Boundary
- ~ ~ ~ Existing Creek
- — — Major Contours (2.0m interval)
- — — Minor Contours (0.5m interval)
- ➔ Direction of Overland Drainage
- - - - Existing Well Location and Lease Area
- — — Shadow Plan Area
- - - - Existing Utility Right of Way

**Figure 3.0  
Existing Conditions**

**Atim Creek Business Park  
Area Structure Plan**  
Stony Plain, Alberta



March 20, 2026  
168901105b7 - ASP.dgn

N.T.S.



**Legend**

- Area Structure Plan Boundary
- ~ Existing Creek
- NW 1/4 Sec. 6 - 53 - 27 - W4
- SE 1/4 Sec. 6 - 53 - 27 - W4
- NE 1/4 Sec. 6 - 53 - 27 - W4 (Non Participating Lands)
- Lot 1 Plan 932 2978 (Non Participating Lands)
- Existing Well Location and Lease Area
- Shadow Plan Area
- Existing Utility Right of Way

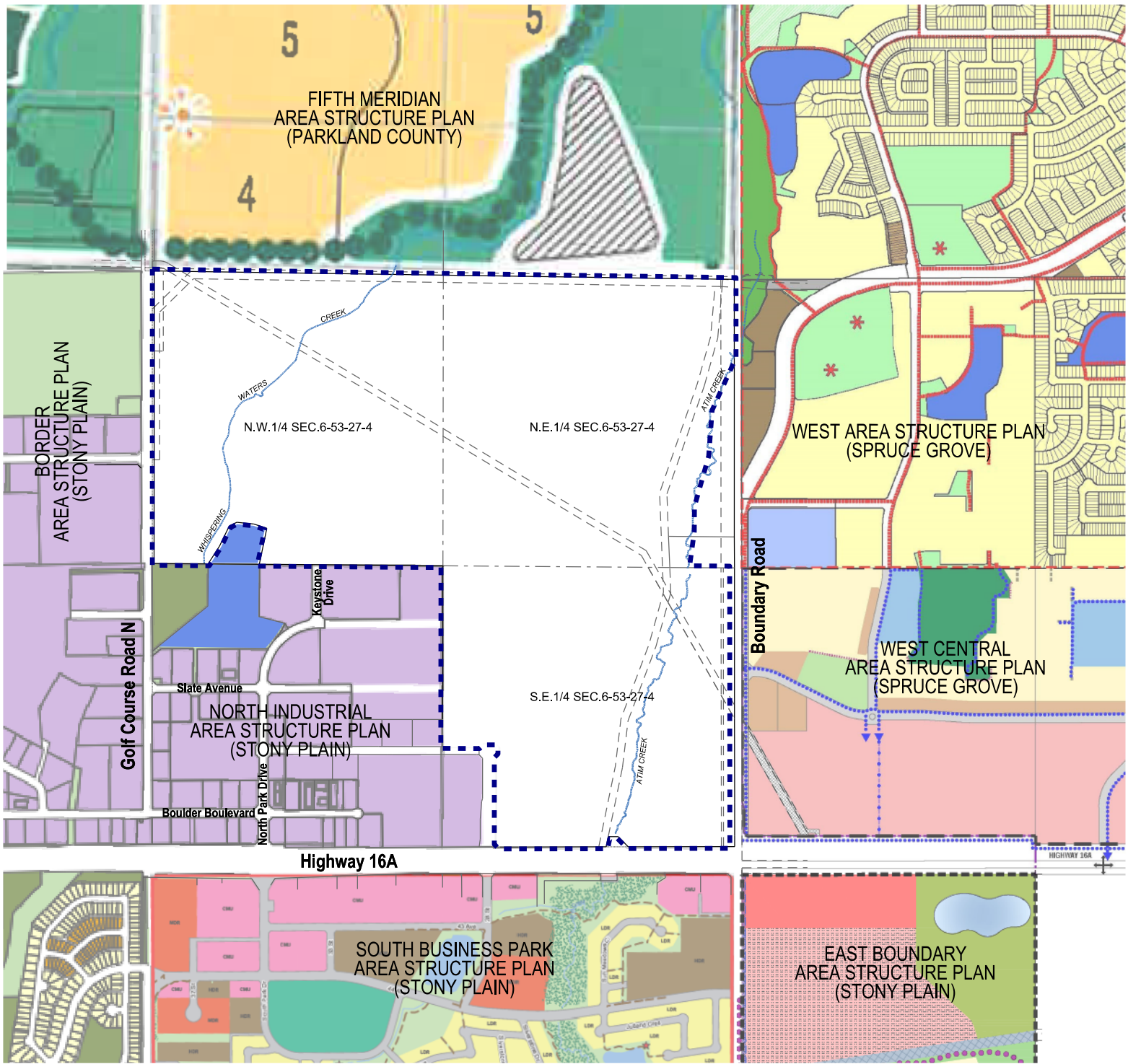
**Figure 4.0**  
**Plan Area and Legal Rights of Way**

**Atim Creek Business Park**  
**Area Structure Plan**  
Stony Plain, Alberta














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March 20, 2026  
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**Legend**

- |  |   |
|--|---|
|  Residential           |  Institutional                 |
|  Multi Residential     |  Storm Water Management Pond   |
|  Estate Residential    |  Area Structure Plan Boundary  |
|  Business Commercial   |  Existing Creek                |
|  Commercial Industrial |  Existing Utility Right of Way |
|  Open Space            |   |

**Figure 5.0  
Planned Context**

**Atim Creek Business Park  
Area Structure Plan**  
Stony Plain, Alberta



N.T.S.

March 20, 2026  
168901105b7 - ASP.dgn



**Legend**

- Mixed Use
- Business Industrial
- Industrial
- Utility / Park
- Natural Area
- Storm Water Management Facility
- Shadow Plan Area
- Collector Road
- Potential Collector Road Alignment
- Area Structure Plan Boundary
- Existing Creek
- Special Study Area
- Proposed Multi-Use Trail
- Existing Utility Right of Way

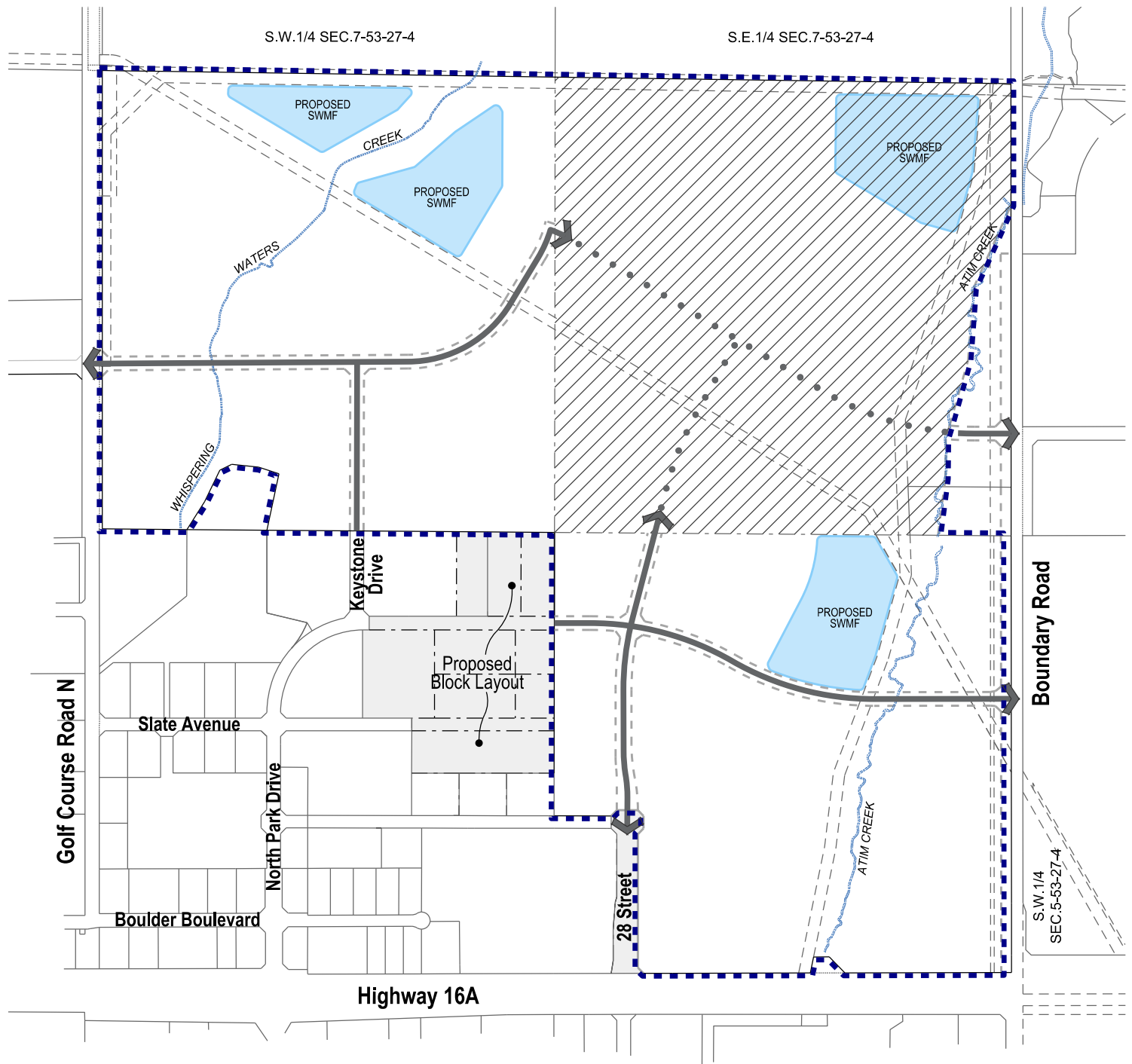
**Figure 6.0**  
**Development Concept**

**Atim Creek Business Park**  
**Area Structure Plan**  
Stony Plain, Alberta









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**Legend**

-  Shadow Plan Area
-  Collector Road
-  Potential Collector Road Alignment
-  Area Structure Plan Boundary
-  Existing Creek
-  Existing Utility Right of Way

**Figure 7.0  
Transportation Plan**

**Atim Creek Business Park  
Area Structure Plan**  
Stony Plain, Alberta



N.T.S.

March 20, 2026  
168901105b7 - ASP.dgn



**Legend**

- Area Structure Plan Boundary
- Utility / Park
- Natural Area
- Storm Water Management Pond
- Shadow Plan Area
- Existing Creek
- Collector Road
- Potential Collector Road Alignment
- Proposed Multi-Use Trail
- Existing Utility Right of Way

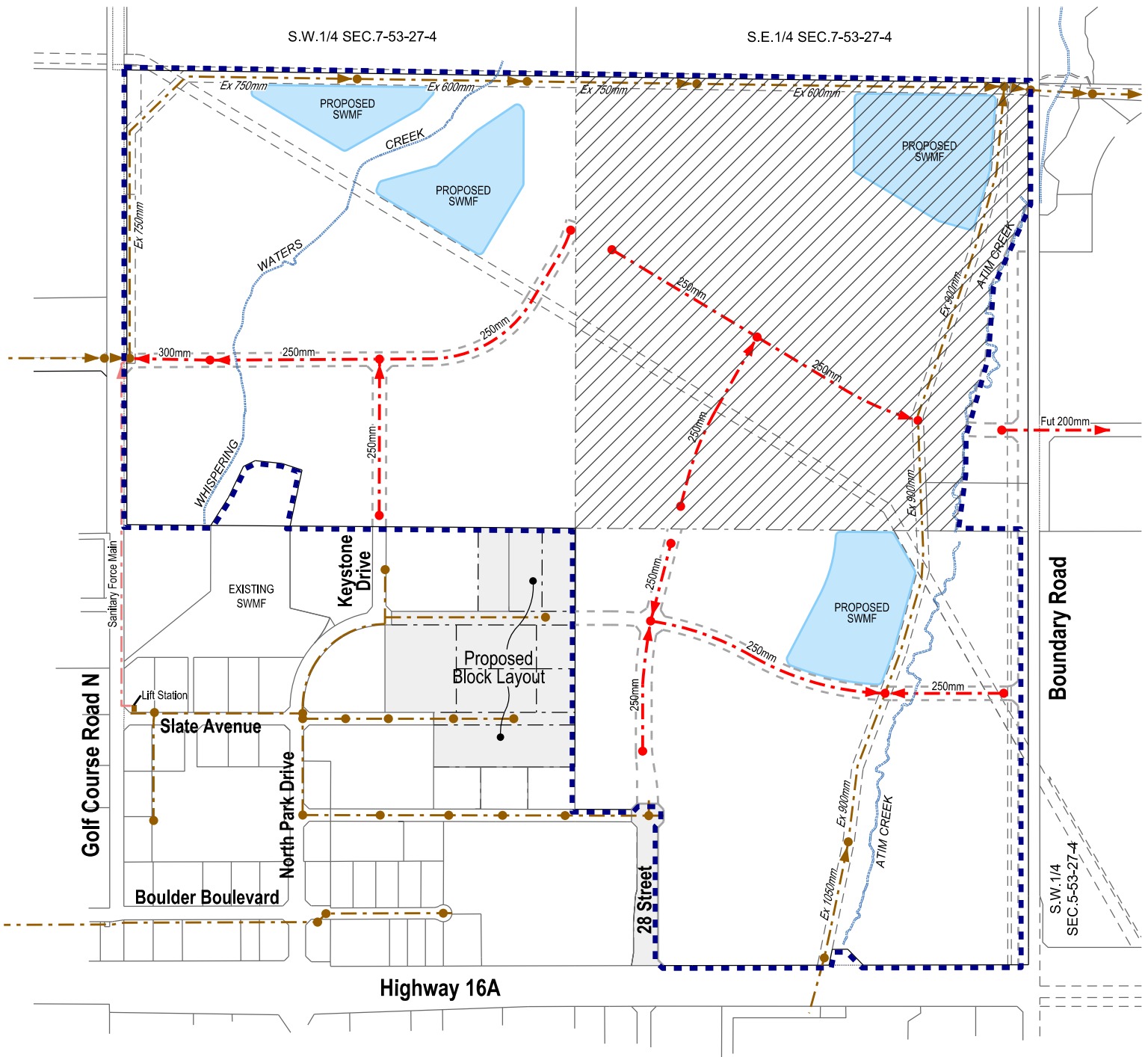
**Figure 8.0  
Parks and Open Space**

**Atim Creek Business Park  
Area Structure Plan**  
Stony Plain, Alberta



N.T.S.

March 20, 2026  
168901105b7 - ASP.dgn



**Legend**

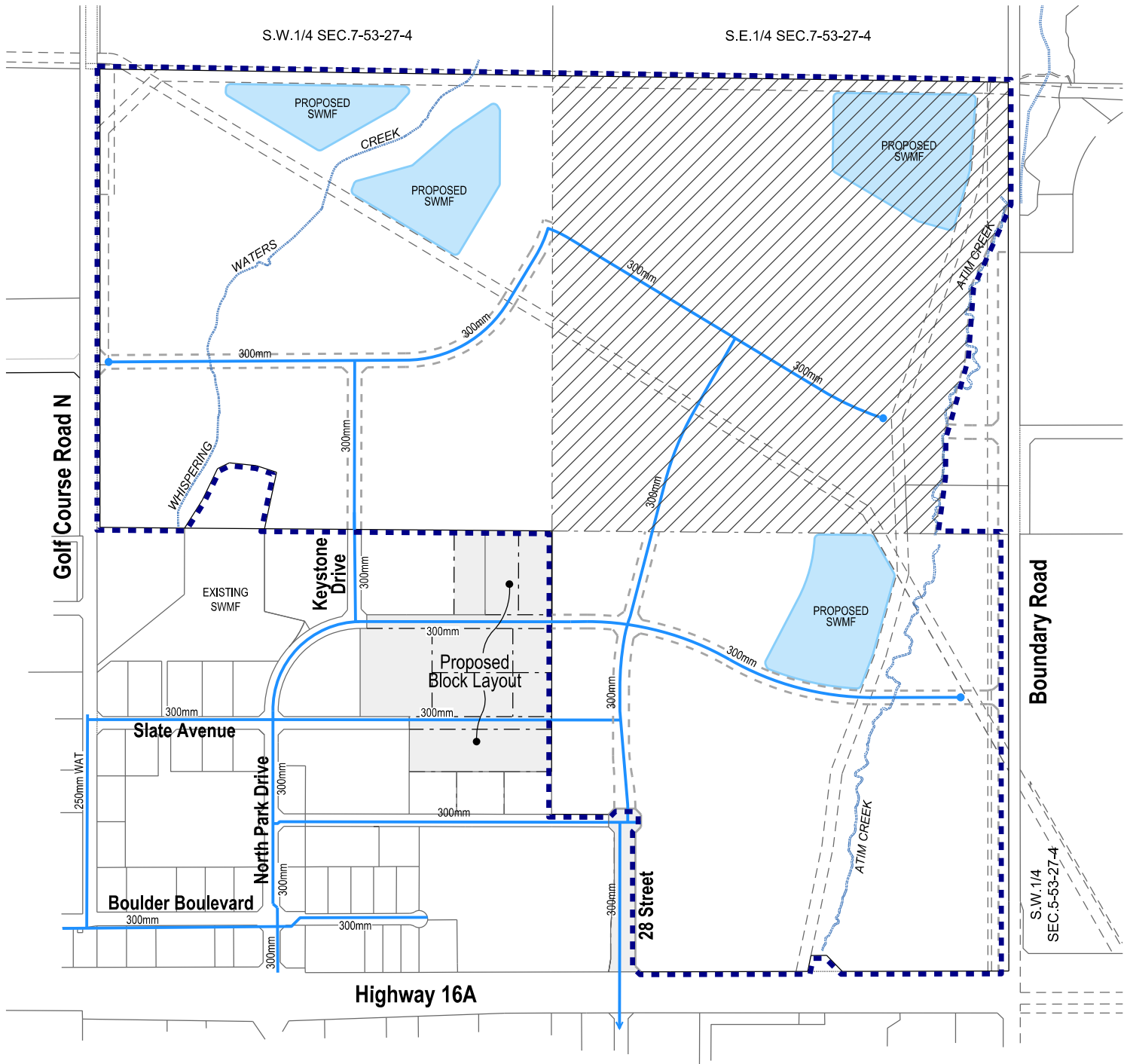
- Existing Sanitary Sewer
- Existing Sanitary Forcemain
- Proposed Sanitary Sewer
- 250mm Sanitary Sewer Size
- Shadow Plan Area
- Area Structure Plan Boundary
- Existing Creek
- Proposed Road ROW
- Existing Utility Right of Way











**Figure 9.0**  
**Conceptual Sanitary Servicing Plan**

**Atim Creek Business Park**  
**Area Structure Plan**  
Stony Plain, Alberta





**Legend**

-  Watermain
-  300mm Watermain Size
-  Watermain Dead End
-  Shadow Plan Area
-  Area Structure Plan Boundary
-  Existing Creek
-  Proposed Road ROW
-  Existing Utility Right of Way



Note: Water Servicing Information Provided by ISL Engineering

**Figure 10.0**  
**Conceptual Water Servicing Plan**

**Atim Creek Business Park**  
**Area Structure Plan**  
Stony Plain, Alberta



N.T.S.

March 20, 2026  
168901105b7 - ASP.dgn



**Legend**

- Existing Storm Sewer
- Proposed Storm Sewer
- 750mm Storm Sewer Size
- Shadow Plan Area
- Area Structure Plan Boundary
- Existing Creek
- Proposed Road ROW
- Existing Utility Right of Way

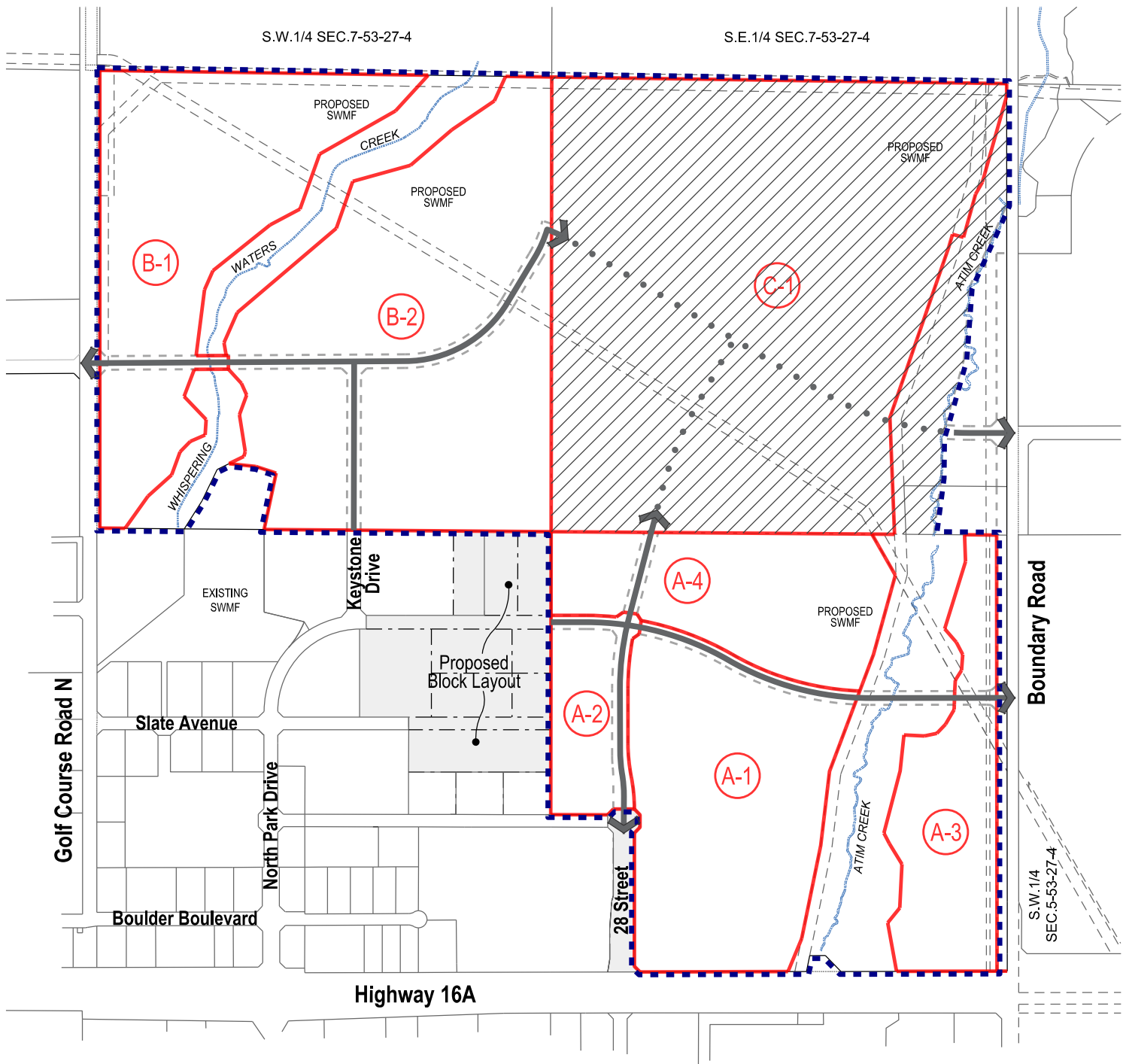


Note: Storm Servicing Information Provided by ISL Engineering

**Figure 11.0**  
**Conceptual Storm Servicing Plan**

**Atim Creek Business Park**  
**Area Structure Plan**  
Stony Plain, Alberta

March 20, 2026  
168901105b7 - ASP.dgn



**Legend**

- Area Structure Plan Boundary
- Development Stage Boundaries
- A-4 Development Stage
- Shadow Plan Area
- Collector Road
- Potential Collector Road Alignment
- Existing Creek
- Proposed Road ROW
- Existing Utility Right of Way

**Note:**

Phase boundaries are conceptual and will be subject to modification in response to market conditions and logical extension of roads and municipal services.

**Figure 12.0**  
**Staging Plan**

**Atim Creek Business Park**  
**Area Structure Plan**  
Stony Plain, Alberta



N.T.S.

March 20, 2026  
168901105b7 - ASP.dgn

## 8 Appendix B – Statistics

**Table 3.0 Land Use and Population Statistics**

<b>Land Use Statistics</b>		<b>Hectares</b>	<b>% of GDA</b>			
<b>GROSS AREA (NW 6, NE 6, SE 6)</b>		<b>177.66</b>				
<b>GROSS AREA - without NE 6 (Shadow Plan area)</b>		<b>118.58</b>	<b>100</b>			
Arterial Road		0				
Natural Area		15.87				
<b>Total</b>		<b>15.87</b>				
<b>GROSS DEVELOPABLE AREA (GDA)</b>		<b>102.71</b>	<b>100</b>			
Circulation		8.64	8.4%			
Utility/Park		4.83	4.7%			
Stormwater Management Facility		8.57	8.3%			
Commercial		0.00	0.0%			
Industrial		31.87	31.0%			
Mixed use		9.75	9.5%			
Business Industrial		38.22	37.2%			
Special Study Area		0.83	0.80%			
<b>Total Non-Residential Area</b>		<b>102.71</b>	<b>100.0%</b>			
<b>RESIDENTIAL LAND USE AREA, DWELLING UNIT &amp; POPULATION COUNT</b>						
	<b>Area (ha)</b>	<b>% of GDA</b>	<b>Units / ha</b>	<b>Units</b>	<b>People/unit</b>	<b>Population</b>
Low to Medium Density	0.00	0	28	0		
Medium Density Residential	0.00	0	45	0		
High Density Residential	0.00	0	80	0		
Mixed Use	9.75	7%	15.6	152	1.60	
<b>Total Residential</b>	<b>9.75</b>	<b>7%</b>		<b>152</b>		<b>244</b>

# Public Hearing for Bylaw 2734/D&P/26

- Apr 20, 2026

Public Hearings

## NOTICE OF PUBLIC HEARING FOR – BYLAW 2734/D&P/26

Atim Creek Business Park Area Structure Plan

**MONDAY, May 11, 2026, at 5:00 p.m.**

At the Town of Stony Plain Council Chambers – 4905-51 Avenue

Town of Stony Plain Council will hold a public hearing for the purpose of hearing submissions regarding Bylaw 2734/D&P/26.

Purpose of Bylaw 2734/D&P/26 Atim Creek Business Park Area Structure Plan

To establish the Atim Creek Business Park Area Structure Plan to support future industrial and commercial development with limited mixed-use opportunities in the northeast corner of Stony Plain. This area is identified as Employment Land within the Town's Municipal Development Plan.



### Council Meeting Access

Council meetings are open to the public at Town of Stony Plain Council Chambers, 4905-51 Avenue. Council meetings are streamed virtually and meeting minutes and agendas can be viewed here: [www.stonyplain.com/councilmeetings](http://www.stonyplain.com/councilmeetings).

### Public Hearing Procedure

Members of the public wishing to address Council with comments on Bylaw 2734/D&P/26 may provide a written submission or make a verbal presentation during the public hearing.

Written submissions must be mailed or delivered to the Stony Plain Town Office at 4905-51 Avenue, or emailed to [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) and received by 12:00 p.m. on Monday, May 4, 2026, to be included in the public hearing agenda.

Members of the public wishing to make a verbal presentation to Council during the public hearing may register their intent to speak. Persons who wish to attend virtually to speak to this matter must pre-register by 4:00 p.m. on Friday, May 8, 2026. The registration process may be completed by calling 780-963-8589 or emailing [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) to ensure speakers have the necessary information to participate in the public hearing.

Click here to inspect and read the full text of [Bylaw 2734/D&P/26](#).

# PROPOSED AREA STRUCTURE PLAN

## Atim Creek Business Park Area Structure Plan

### Pt. NW, NE, SE 6-53-27-4

#### PURPOSE OF BYLAW 2734/D&P/26

To establish the Atim Creek Business Park Area Structure Plan (ASP) to support future industrial and commercial development with limited mixed-use opportunities in the northeast corner of Stony Plain. This area is identified as Employment Land within the Town's Municipal Development Plan.

#### PUBLIC HEARING

5:00 PM, May 11, 2026  
Council Chambers  
Stony Plain Town Office  
4905 – 51 AVE

#### FOR MORE INFORMATION:

Bylaw Inquiries  
[j.csuti@schefferandrew.com](mailto:j.csuti@schefferandrew.com) or  
[planning@stonyplain.com](mailto:planning@stonyplain.com)  
Public Hearing Inquiries  
[legislative@stonyplain.com](mailto:legislative@stonyplain.com)



The bylaw and related background material can be accessed at Stony Plain Town Office, 4905 – 51 Avenue, 2nd floor, Planning and Development, or by contacting [planning@stonyplain.com](mailto:planning@stonyplain.com). Members of the public wishing to address Council with comments on this bylaw may provide a written submission or make a verbal presentation during the public hearing. Please contact us at [legislative@stonyplain.com](mailto:legislative@stonyplain.com) for submission details.

**Scheffer Andrew Ltd.**  
Planners & Engineers

TOWN OF  
**STONY  
PLAIN**

[stonyplain.com/publichearings](http://stonyplain.com/publichearings)



# PROPOSED AREA STRUCTURE PLAN

Atim Creek Business Park Area Structure Plan

## Pt. NW, NE, SE 6-53-27-4

### PURPOSE OF BYLAW 2734/DS/P/26

To establish the Atim Creek Business Park Area Structure Plan (ASP) to support future industrial and commercial development with limited residential development in the northeast corner of Stony Plain. The area is identified as Employment Land within the Town's Municipal Development Plan.

### PUBLIC HEARING

5:00 PM, May 11, 2026  
Council Chambers  
Stony Plain Town Office  
4905 - 51 AVE

### FOR MORE INFORMATION:

By email to:  
j.schaffer@schafferandrew.com or  
planning@stonyplain.com  
Or call: Hearing Inquiries  
legislan.vog@stonyplain.com



The Town of Stony Plain is a member of the Metropolitan Area Council (MAC). The Town of Stony Plain is a member of the Metropolitan Area Council (MAC). The Town of Stony Plain is a member of the Metropolitan Area Council (MAC).

[stonyplain.com/publichearings](http://stonyplain.com/publichearings)

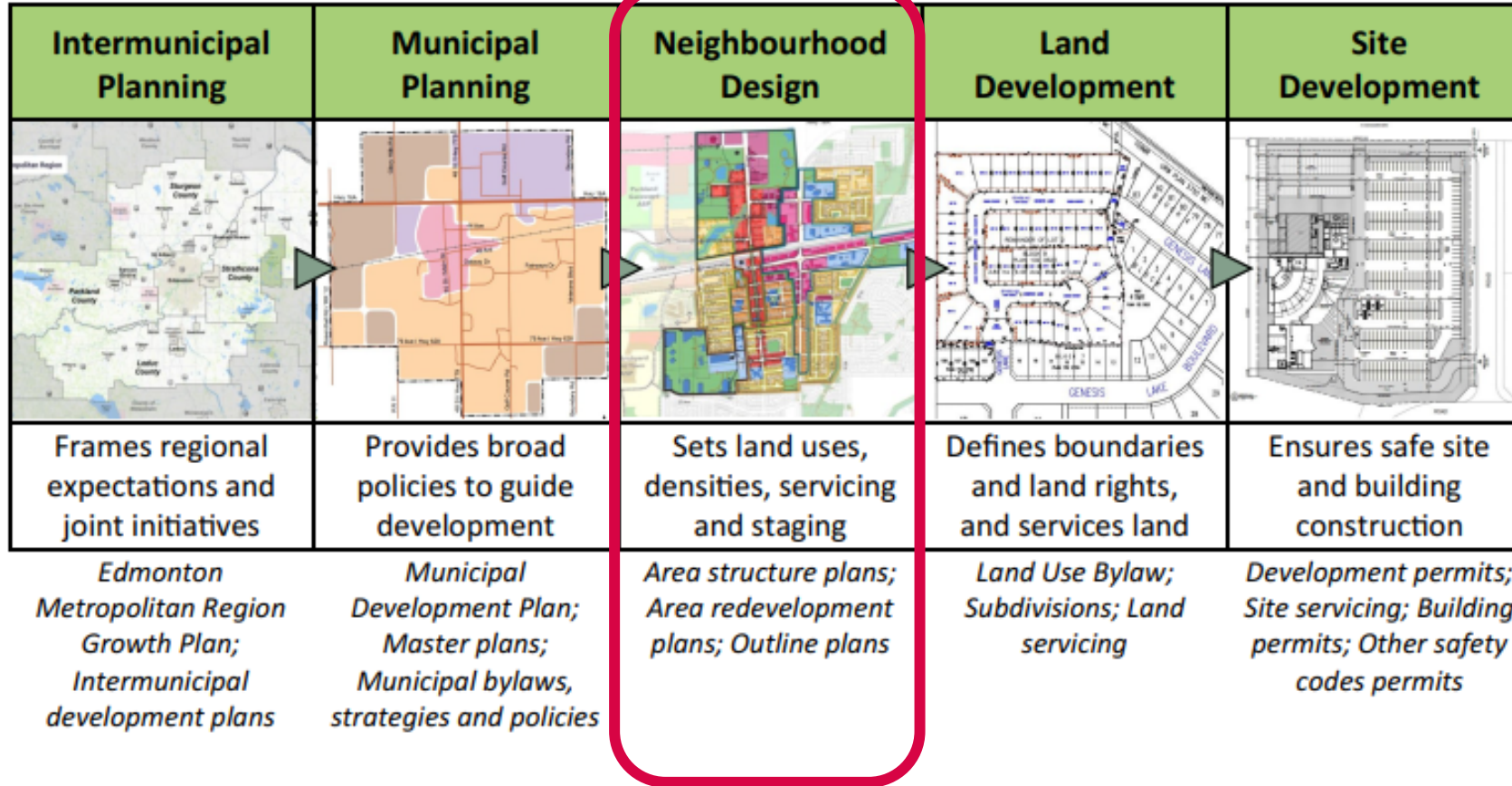


# Public Hearing- Bylaw 2734/D&P/26

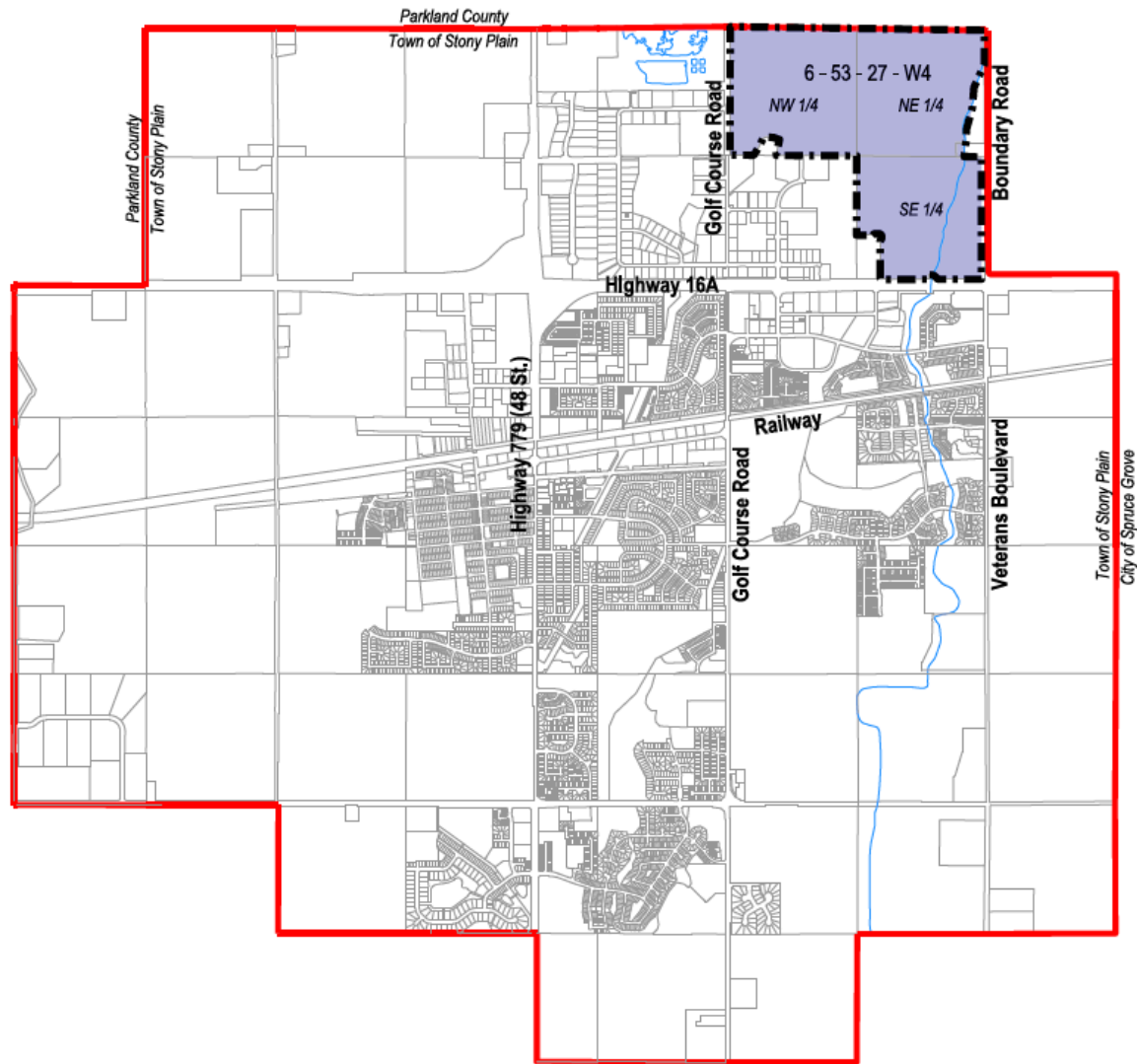
## Atim Creek Business Park Area Structure Plan



## THE LAND USE PLANNING FRAMEWORK IN STONY PLAIN





# Location Plan



**Figure 1.0**  
**Location Plan**

**Legend**

-  Area Structure Plan Boundary
-  Town Boundary

# Municipal Development Plan Growth Pattern

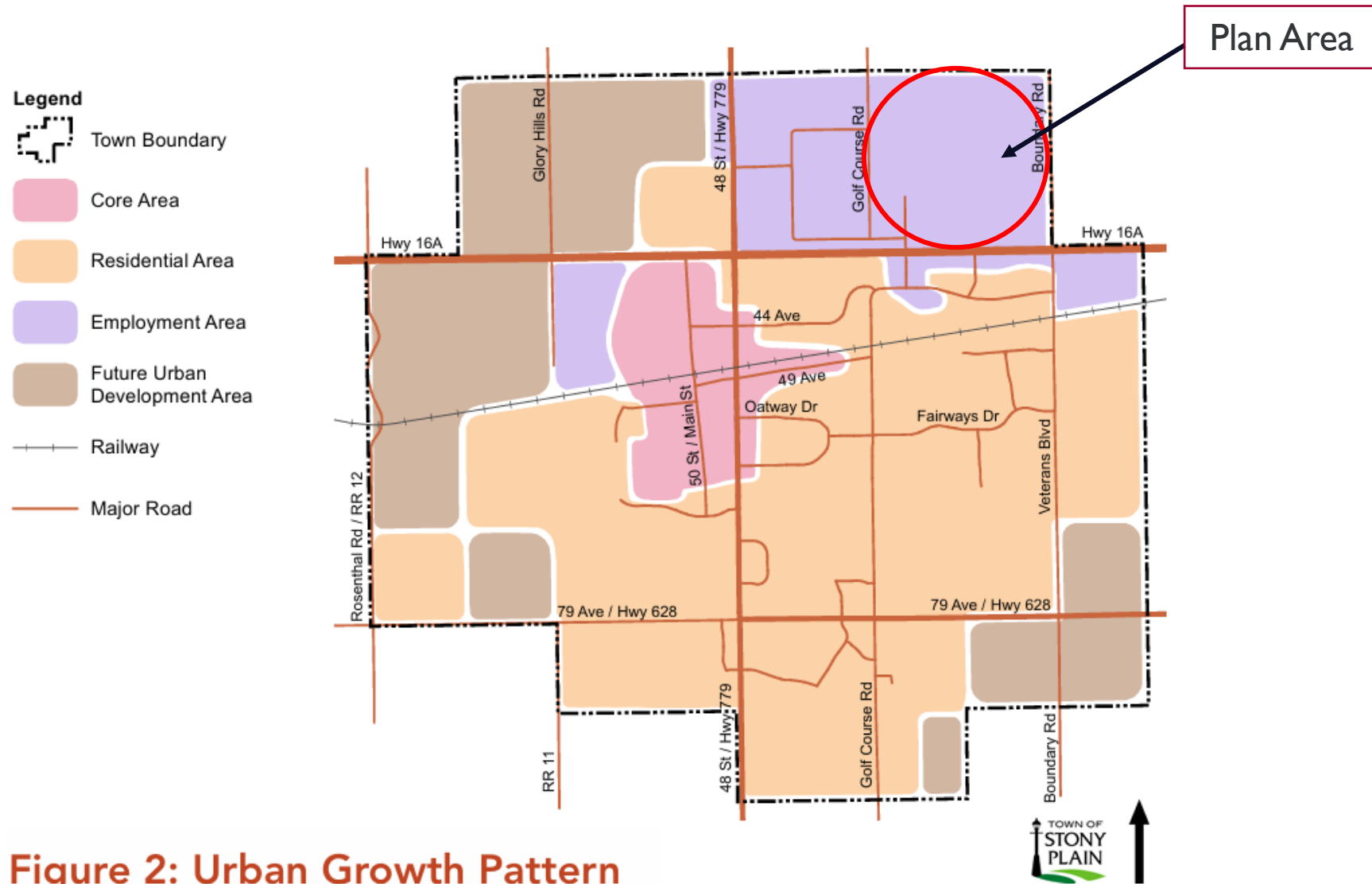
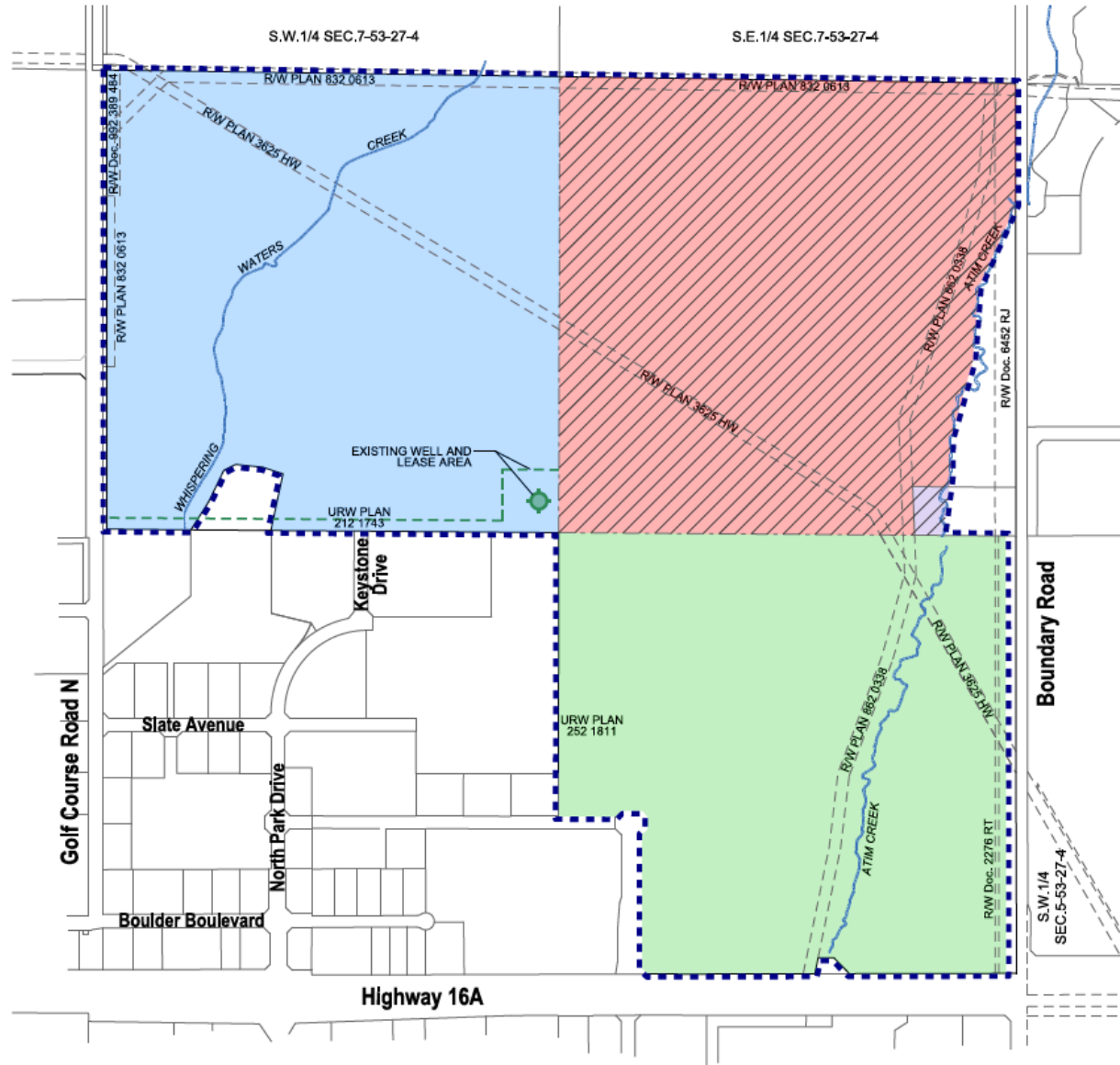


Figure 2: Urban Growth Pattern

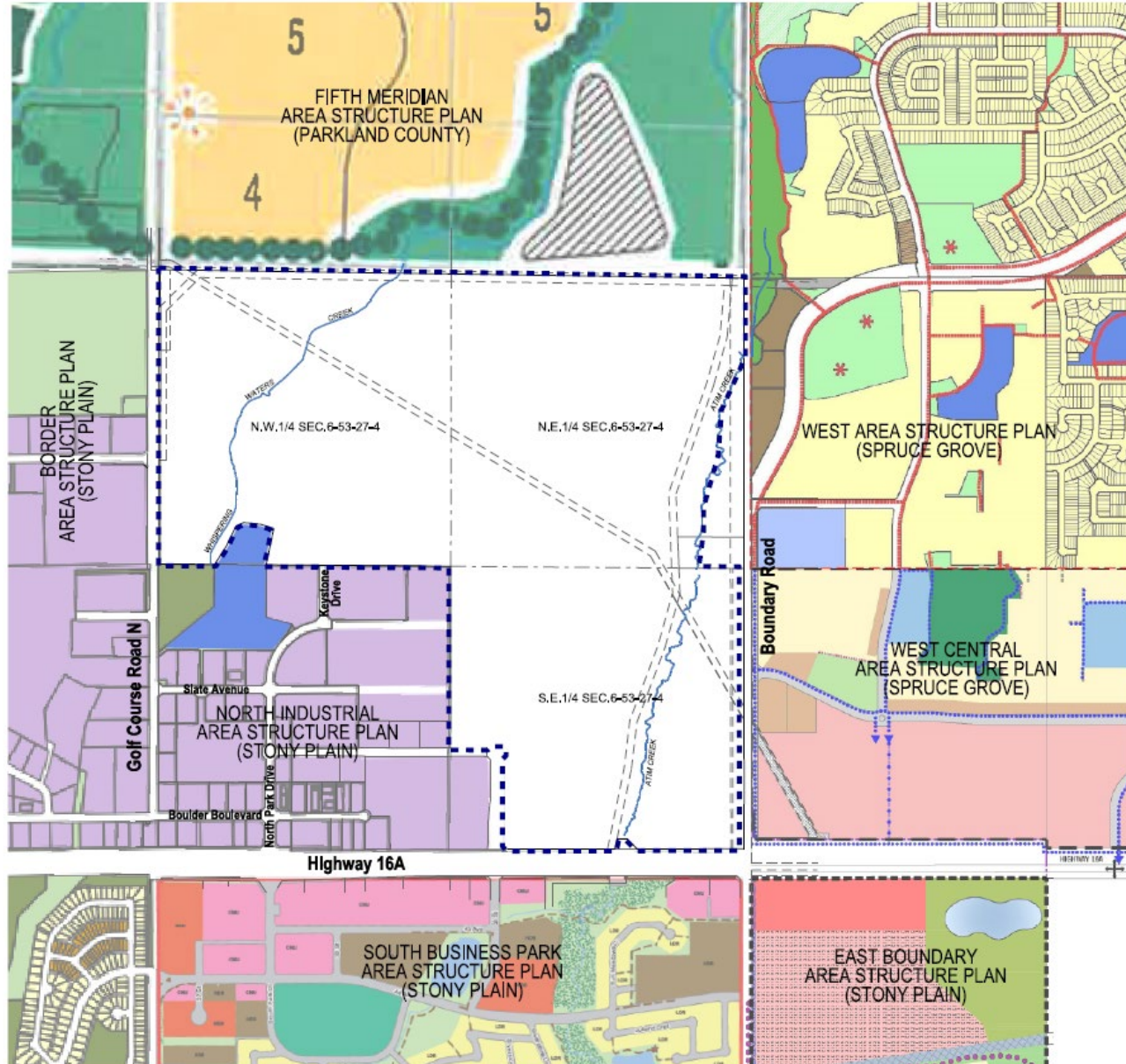
# Area Structure Plan Area



**Figure 4.0**  
**Plan Area and Legal Rights of Way**

- Legend**
- Area Structure Plan Boundary
  - ~ Existing Creek
  - NW 1/4 Sec. 6 - 53 - 27 - W4
  - SE 1/4 Sec. 6 - 53 - 27 - W4
  - NE 1/4 Sec. 6 - 53 - 27 - W4 (Non Participating Lands)
  - Lot 1 Plan 932 2978 (Non Participating Lands)
  - Existing Well Location and Lease Area
  - Shadow Plan Area
  - Existing Utility Right of Way

# Context Plan



**Figure 5.0  
Planned Context**

## Legend

- Residential
- Multi Residential
- Estate Residential
- Business Commercial
- Commercial Industrial
- Open Space
- Institutional
- Storm Water Management Pond
- Area Structure Plan Boundary
- Existing Creek
- Existing Utility Right of Way

# Proposed Development Concept

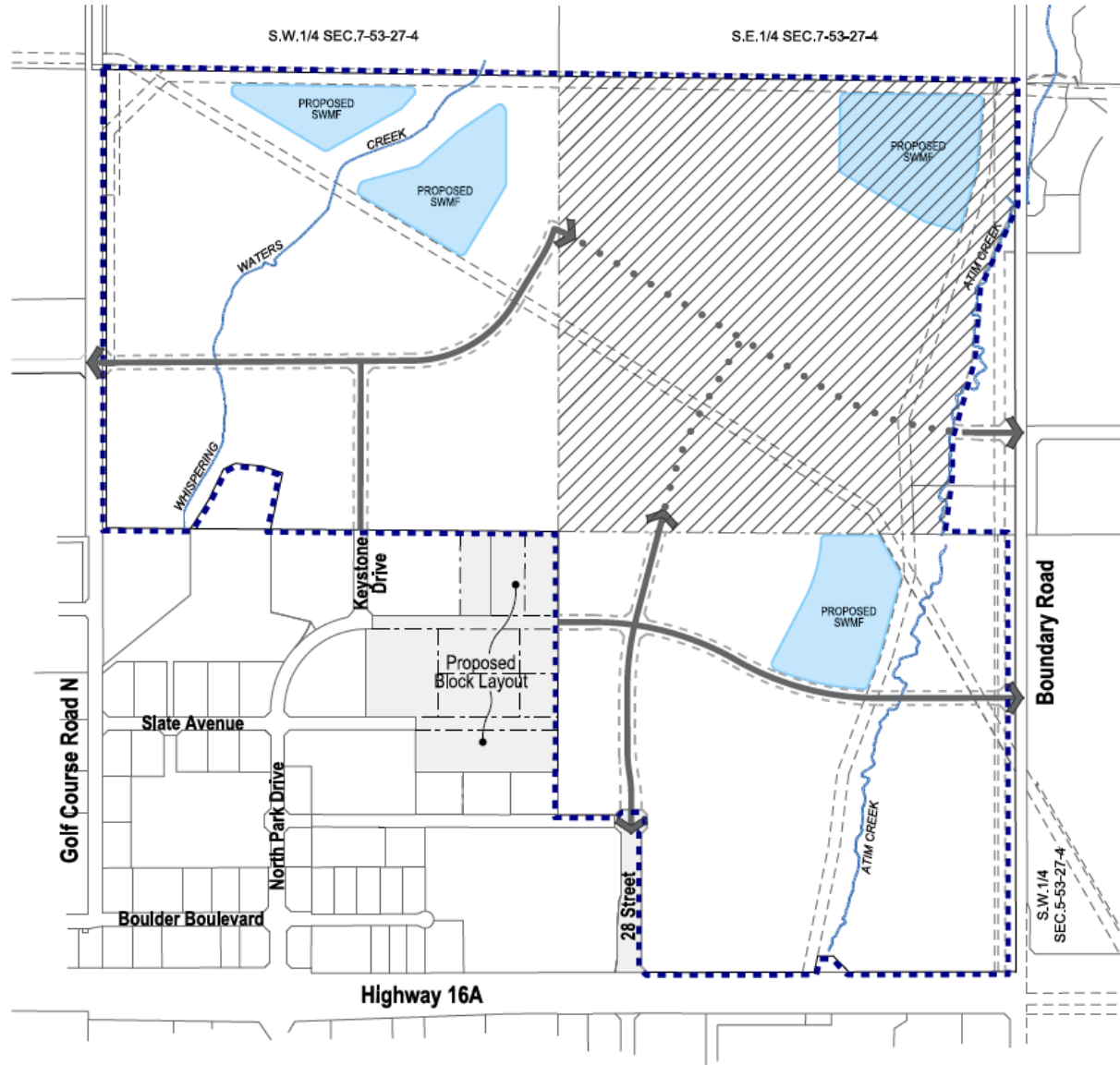


**Figure 6.0**  
**Development Concept**

## Legend







- Mixed Use
- Business Industrial
- Industrial
- Utility / Park
- Natural Area
- Storm Water Management Facility
- Shadow Plan Area
- Collector Road
- Potential Collector Road Alignment
- Area Structure Plan Boundary
- Existing Creek
- Special Study Area
- Proposed Multi-Use Trail
- Existing Utility Right of Way

# Proposed Transportation Plan

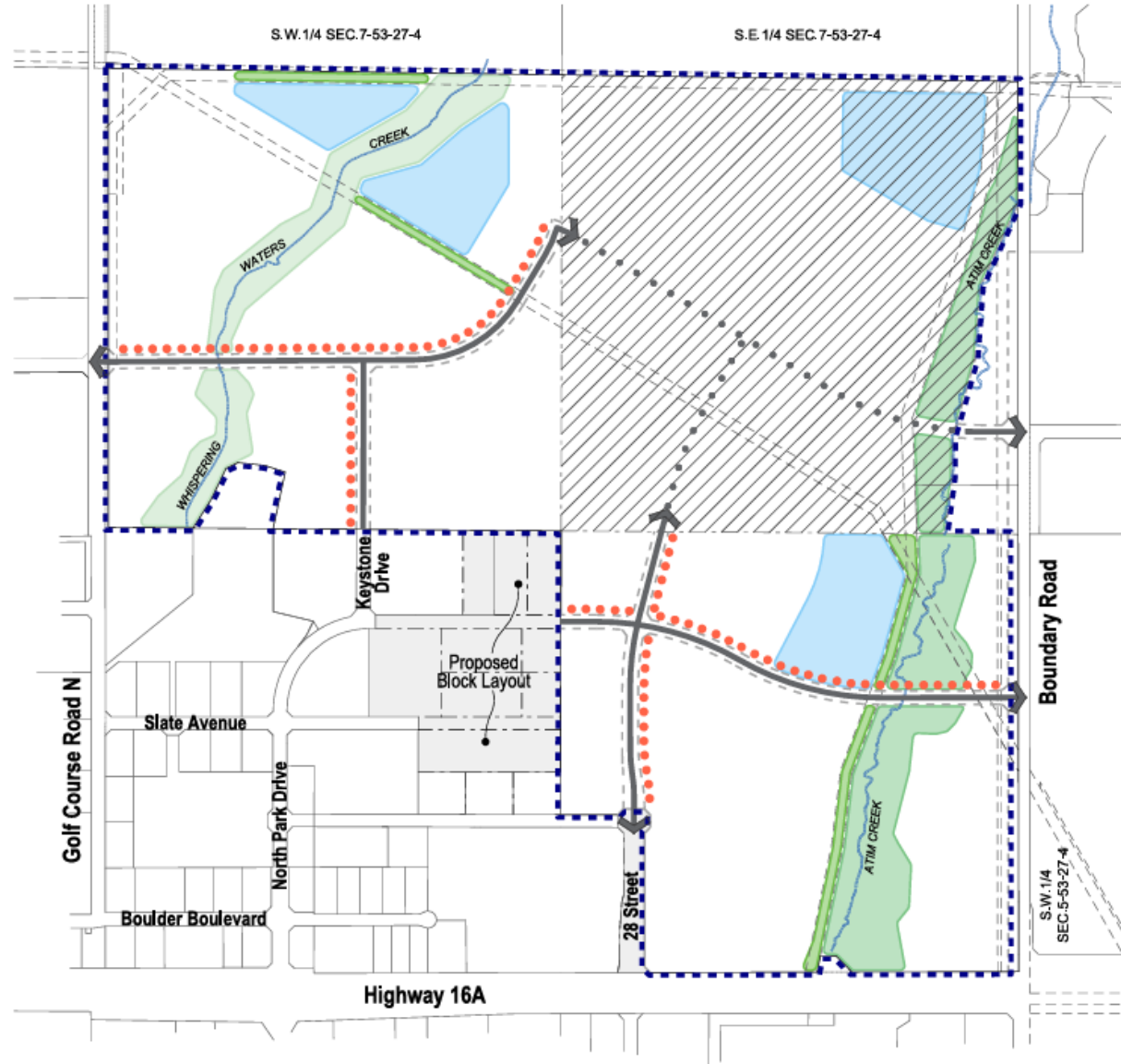


**Figure 7.0**  
**Transportation Plan**

**Legend**

-  Shadow Plan Area
-  Collector Road
-  Potential Collector Road Alignment
-  Area Structure Plan Boundary
-  Existing Creek
-  Existing Utility Right of Way

# Parks and Open Space Plan

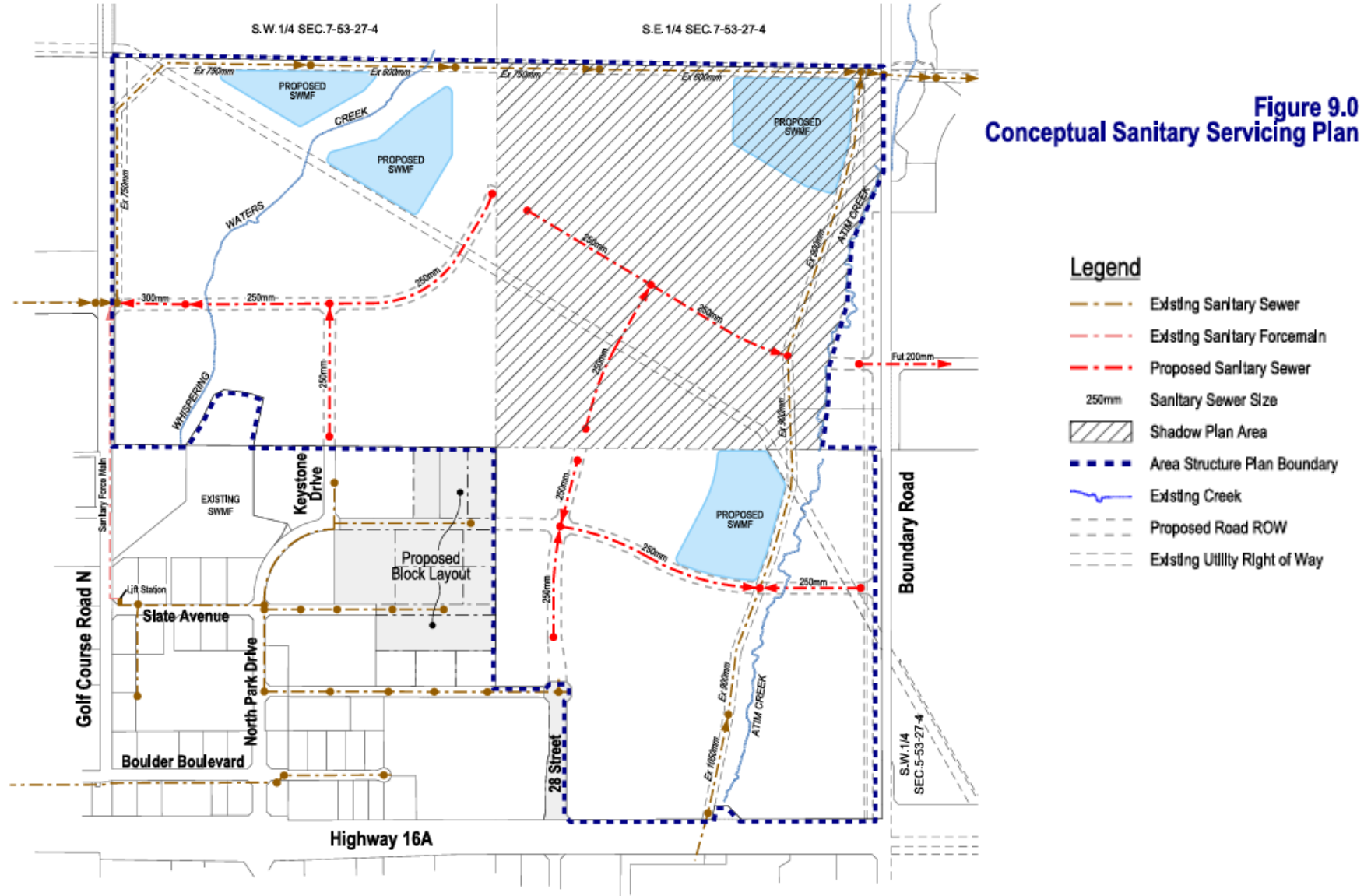


**Figure 8.0  
Parks and Open Space**

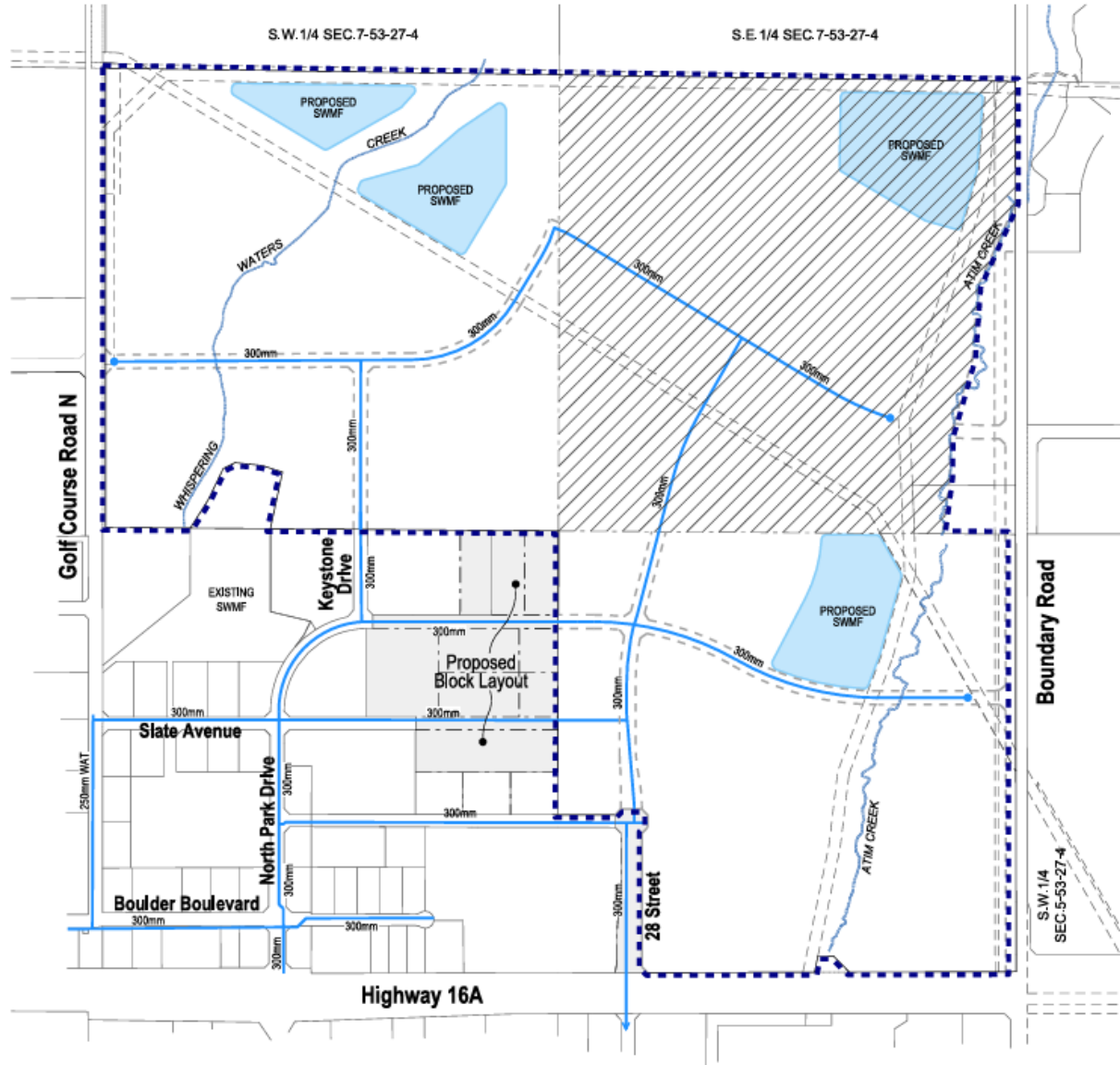
**Legend**

- - - - Area Structure Plan Boundary
- Utility / Park
- Natural Area
- Storm Water Management Pond
- Shadow Plan Area
- ~ Existing Creek
- Collector Road
- . . . Potential Collector Road Alignment
- . . . Proposed Multi-Use Trail
- Existing Utility Right of Way

# Conceptual Sanitary Servicing Plan











# Conceptual Water Servicing Plan



**Figure 10.0**  
**Conceptual Water Servicing Plan**

### Legend

-  Watermain
-  300mm Watermain Size
-  Watermain Dead End
-  Shadow Plan Area
-  Area Structure Plan Boundary
-  Existing Creek
-  Proposed Road ROW
-  Existing Utility Right of Way

# Conceptual Storm Servicing Plan

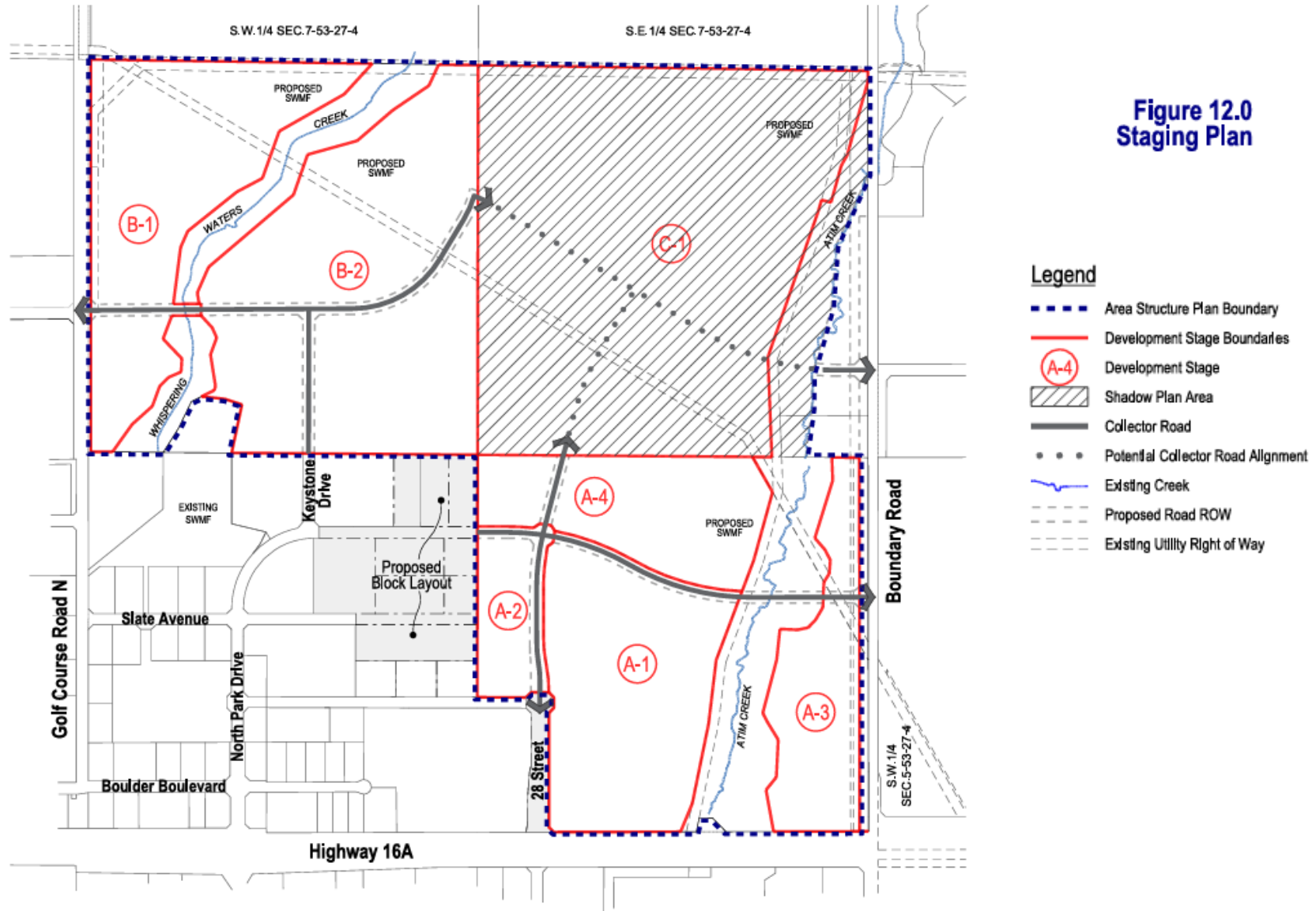


**Figure 11.0**  
**Conceptual Storm Servicing Plan**

**Legend**

- Existing Storm Sewer
- Proposed Storm Sewer
- 750mm Storm Sewer Size
- Shadow Plan Area
- Area Structure Plan Boundary
- Existing Creek
- Proposed Road ROW
- Existing Utility Right of Way

# Development Staging Plan



**Figure 12.0**  
**Staging Plan**

**Legend**

- Area Structure Plan Boundary
- Development Stage Boundaries
- A-4 Development Stage
- Shadow Plan Area
- Collector Road
- Potential Collector Road Alignment
- Existing Creek
- Proposed Road ROW
- Existing Utility Right of Way

# Advertisement

Posted on Town Website

Mailout

Notification Sign

Planning Advisory Committee

## NOTICE OF PUBLIC HEARING FOR – BYLAW 2734/D&P/26

Atim Creek Business Park Area Structure Plan

**MONDAY, May 11, 2026, at 5:00 p.m.**

At the Town of Stony Plain Council Chambers – 4905-51 Avenue

Town of Stony Plain Council will hold a public hearing for the purpose of hearing submissions regarding Bylaw 2734/D&P/26.

Purpose of Bylaw 2734/D&P/26 Atim Creek Business Park Area Structure Plan

To establish the Atim Creek Business Park Area Structure Plan to support future industrial and commercial development with limited mixed-use opportunities in the northeast corner of Stony Plain. This area is identified as Employment Land within the Town's Municipal Development Plan.



### Council Meeting Access

Council meetings are open to the public at Town of Stony Plain Council Chambers, 4905-51 Avenue. Council meetings are streamed virtually and meeting minutes and agendas can be viewed here: [www.stonyplain.com/councilmeetings](http://www.stonyplain.com/councilmeetings).

### Public Hearing Procedure

Members of the public wishing to address Council with comments on Bylaw 2734/D&P/26 may provide a written submission or make a verbal presentation during the public hearing.

Written submissions must be mailed or delivered to the Stony Plain Town Office at 4905-51 Avenue, or emailed to [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) and received by 12:00 p.m. on Monday, May 4, 2026, to be included in the public hearing agenda.

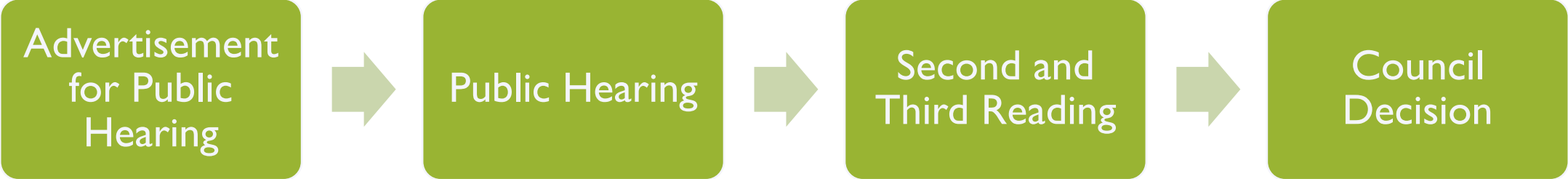
Members of the public wishing to make a verbal presentation to Council during the public hearing may register their intent to speak. Persons who wish to attend virtually to speak to this matter must pre-register by 4:00 p.m. on Friday, May 8, 2026. The registration process may be completed by calling 780-963-8589 or emailing [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) to ensure speakers have the necessary information to participate in the public hearing.

Click here to inspect and read the full text of: [Bylaw 2734/D&P/26](#).



# Next Steps

May 11, 2026



**Thank you!**  
**Questions or comments?**



**END OF ITEM**



**PUBLIC HEARING****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Land Use Bylaw Update 2026

---

**EXECUTIVE SUMMARY**

The Land Use Bylaw (LUB) Update is a yearly process which provides for administrative updates to the LUB and may also include strategic plan implementation. This year's update is limited to an administrative update, focusing on signs, road and related matters, various yard and lot requirements, and development permit requirements.

**BACKGROUND**

Council approved the current LUB on April 28, 2025, which focused on ensuring the LUB is user friendly and presented in a logical fashion. Changes reorganize regulations, definitions, and consolidation of Use classes to improve clarity and consolidate similar terms.

The annual LUB update provides an opportunity for Administration to monitor and respond to trends while applying best practices. Administration reviews and monitors discretionary approvals and variances that are being granted appropriately. Reviewing the frequency of discretionary approvals is a central factor used to ensure adjustments and minor corrections are being made accordingly.

Consultation on preliminary draft updates was completed with internal stakeholders, and our land development industry. Administration compiled, considered, and made changes to the draft based on the comments received. Administration will continue to use the yearly LUB update as a means to explore concepts and ideas brought forth by the land development industry and other stakeholders.

This update is being introduced as a new bylaw that will repeal the current bylaw and all associated amendments, rather than as an amendment to the existing bylaw. This approach ensures a clear and comprehensive version given the substantial changes made throughout the bylaw, which are not confined to only a few sections. A clean version of the proposed bylaw are attached for reference.

Like the current bylaw, the underlying philosophy is that development and land use regulations strike a balance between different perspectives and interests. These include:

- public vs. private – managing private development to meet public policy objectives and recognizing that land use and development regulations affects people's development rights, but must be in the public interest;
- certainty vs. flexibility – a need for predictability needs to be balanced with the ability to respond to changing situations, complexity, and innovations; and
- regulations vs. ease of use – the level of control of the regulations must be appropriate to the situation and yet allow for thoughtful application, while the regulations should also be easy to use and understand and at the same time efficient to apply.

The updated LUB is cognizant of the above principles and issues of administrative clarity. These include:

- no duplication of other bylaws or acts;
- only regulations for the use of land;
- the regulation must be enforceable; and

- non-conformity should be limited.

This year's Land Use Bylaw update has made targeted administrative amendments to improve clarity, consistency, and ease of administration. Key changes address sign definitions and standards, and introduce refinements to road, yard, and development permit requirements to support safe, flexible site and building design.

Some specific changes include:

- update billboard and election sign definitions, add a maximum height regulation for election signs, and revise the timing for election sign placement;
- amend separation distances between signs on the same lots and add setback standards;
- allow reduced private internal road widths (to 6.0 m) where appropriate;
- adjust yard and general accessory development standards (rear-yard projections, detached garage lot coverage, flankage fencing, building façade provisions, and proximity and setback references to a pipeline right of way);
- update zero lot line regulations for detached garages to align with future laneway zero lot line lots
- update development permit triggers for fascia signs, underground pools, driveway widening;
- remove the rear-yard-access requirement for internal row housing;
- update Edgelands district boundaries to align with approved subdivision plans; and.
- remove the requirement for submission of a real property report after foundation and prior to framing for zero lot line development as a measure of red tape reduction. Administration considers this to be low risk and in line with other jurisdictions and therefore, comfortable recommending removal.

In response to the Building Industry and Land Development Association (BILD) letter dated April 10, 2026, submitted for first reading, and BILD's presentation to the Governance and Priorities Committee meeting on April 7, 2026, Administration completed a comprehensive review of the comments related to the LUB update. As a result, Administration is supportive of an amendment to reduce lot widths in the R5 - Mixed Form Residential District to accommodate 20-ft and 22-ft building pockets, and in the Small Lot R4 - Mixed-Form Residential District and the R6 - Comprehensively Planned Residential District, Option B: Mixed Form Subdivision with Individual Lots to accommodate 14-ft building pockets. Proposed changes to lot widths can be found in attachment 3 – Land Use Bylaw 2735/LUO/26 - Lot Width and Area Changes Tables. This amendment would reduce all building pocket widths by 2-ft in these districts to keep them aligned with each other.

BILD's request to reduce the minimum lot depth in the R5 District to 25 m and to add accessory dwellings as a use is not included in the proposed changes. The R6 District already accommodates a 25 ft lot depth, and the R4 District currently allows accessory dwellings. In addition, allowing accessory dwellings in the R5 District would create challenges in meeting the off-street parking requirements.

Proposed substantive changes are outlined in attachment 2 – Summary of Proposed Changes for Land Use Bylaw Update 2735/LUO/26 and highlighted in the redlined version (see April 13, 2026 Regular Council Meeting Agenda). Non-substantive changes, such as standardized terms, references, phrasing, mapping, and formatting corrections, have also been made to the clean version.

### **Relevant Statutes/Master Plans/Documents**

*Municipal Government Act Section 640*

Land Use Bylaw 2719/LUO/25 (to be repealed)

### **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Strengthen our organizational excellence and workforce effectiveness through investment in and commitment to improved service efficiency.

## **STAKEHOLDER AND PUBLIC PARTICIPATION**

Consultation on preliminary draft updates was completed with internal stakeholders, and BILD (formerly the Urban Development Institute and the Canadian Home Builders Association). BILD provided written submission at first reading. Administration is supportive of the proposed changes to lot width as a result of the written submission and provided a summary table (attachment 3). Additionally, Administration provided the final draft LUB after first reading to the Planning Advisory Committee and received general support, with no concerns raised.

## **COMMUNICATION**

Bylaw 2735/LUO/26 was advertised in accordance with Public Advertisement Bylaw 2681/G/23. Notification was provided via a newspaper advertisement on May 1, 2026, as well as a post on the Town's official website. This item will be included in the Council Highlights news release.

## **ATTACHMENTS**

1. Land Use Bylaw 2735/LUO/26 Clean Version
2. Summary of Proposed Changes for Land Use Bylaw 2735/LUO/26
3. Land Use Bylaw 2735/LUO/26 - Lot Width and Area Changes Tables
4. Advertisement and any comments received for the Public Hearing for Bylaw 2735/LUO/26
5. Presentation

---

**Prepared by:** Karen Majeau, Development Supervisor

**Reviewed by:** Miles Dibble, Manager, Planning and Development

**Reviewed By:** Teresa Olsen, Manager, Legislative Services

**Reviewed by:** Brett Newstead, General Manager, Planning & Infrastructure

**Approved by:** Tom Goulden, Chief Administrative Officer

**BYLAW 2735/LUO/26**

**BEING A BYLAW OF THE TOWN OF STONY PLAIN IN THE PROVINCE OF ALBERTA TO PROHIBIT OR REGULATE AND CONTROL THE USE AND DEVELOPMENT OF LAND AND BUILDINGS IN THE TOWN OF STONY PLAIN**

WHEREAS, Division 5 of the *Municipal Government Act*, RSA 2000, c. M-26, and amendments thereto, requires Council to pass a Land Use Bylaw;

NOW THEREFORE, the Council of the Town of Stony Plain in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0.0 Title**

1.1.0 This bylaw may be cited as the "Land Use Bylaw".

**2.0.0 General**

2.1.0 Schedule A: Land Use Bylaw is attached to and forming part of this bylaw.

2.2.0 Schedule B: Land Use Districts Map is attached to and forming part of this bylaw.

**3.0.0 Effectiveness and Review**

3.1.0 If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.

3.2.0 Bylaw 2719/LUO/25, 2721/LUO/25, 2726/LUO/25, 2728/LUO/25, and 2731/LUO/25 are hereby repealed.

3.3.0 This bylaw shall be reviewed within its fifth year, being 2031, or as deemed necessary.

3.4.0 This bylaw shall take full force and effect on the date it is passed.

Read a first time this \_\_ day of \_\_\_\_, AD 2026.

Public hearing held this \_\_ day of \_\_\_\_, AD 2026.

Read a second time this \_\_ day of \_\_\_\_, AD 2026.

Read a third time this this \_\_ day of \_\_\_\_, AD 2026.

\_\_\_\_\_  
Mayor William Choy

\_\_\_\_\_  
Ann Laing  
General Manager, Corporate Services

## **Schedule A: Land Use Bylaw**

***TOWN OF STONY PLAIN***

**LAND USE  
BYLAW**

**2735/LUO/26**

## Contents

<b>PART 1 - Overview .....</b>	<b>1-1</b>
1.1.0. Administration .....	1-1
1.2.0. Powers and Duties of the Development Authority.....	1-2
1.3.0. Development Permit Process.....	1-5
1.4.0. Enforcement Measures.....	1-11
<b>PART 2 - Districts .....</b>	<b>2-1</b>
2.1.0. Land Use Districts.....	2-1
2.2.0. R1 – Large Lot Detached Dwelling Residential District .....	2-2
2.3.0. R2 – Detached Dwelling Residential District.....	2-3
2.4.0. R3 – Residential Park District .....	2-4
2.5.0. R4 – Mixed Form Residential District.....	2-7
2.6.0. R5 – Small Lot Mixed-Form Residential District.....	2-9
2.7.0. R6 – Comprehensively Planned Residential District .....	2-11
2.8.0. R7 – Multi-Unit Building Residential District.....	2-16
2.9.0. R8 – High Density Residential District.....	2-19
2.10.0. C1 – Local Commercial District.....	2-22
2.11.0. C2 – General Commercial District .....	2-24
2.12.0. C3 – Central Mixed Use District .....	2-27
2.13.0. M1 – Business Industrial District.....	2-31
2.14.0. P1 – Parks District .....	2-33
2.15.0. P2 – Community Services District .....	2-34
2.16.0. P3 – Utility District .....	2-36
2.17.0. FD – Future Development District .....	2-37
<b>PART 3 - General Regulations.....</b>	<b>3-1</b>
3.1.0. Communal Amenity Space .....	3-1
3.2.0. Comprehensive Site Development and Servicing Plan .....	3-2
3.3.0. Landscaping.....	3-3
3.4.0. Lighting.....	3-5
3.5.0. Natural Conservation Areas .....	3-6
3.6.0. Sight Line Control .....	3-8
3.7.0. Solid Waste, Recycling and Organic Collection Facilities .....	3-10
3.8.0. Yards and Projections into Yards .....	3-11
3.9.0. Temporary Development.....	3-13
3.10.0. Proximity to a Railway Right of Way.....	3-14
3.11.0. Proximity to a Water Body or a Stream Course .....	3-15
3.12.0. Proximity to a Well Site, Pipeline or Utility Easement.....	3-17
3.13.0. Campgrounds .....	3-18
3.14.0. Cannabis Production and Distribution Facility.....	3-19
3.15.0. Cannabis Retail Sales.....	3-20
3.16.0. Earthworks .....	3-21
3.17.0. Major Home Occupations .....	3-22
3.18.0. Residential Sale Centres.....	3-23
3.19.0. Surveillance Suites .....	3-24
3.20.0. Accessory Development.....	3-25

3.21.0.	Accessory Dwelling.....	3-29
3.22.0.	Fencing .....	3-31
3.23.0.	Building Facades.....	3-33
3.24.0.	Relocation of Buildings.....	3-34
3.25.0.	Zero Lot Line Development.....	3-35
<b>PART 4 - Parking &amp; Access Regulations.....</b>		<b>4-1</b>
4.1.0.	Parking Regulations.....	4-1
4.2.0.	Development Requirements for Parking Areas and Parking Facilities .....	4-3
4.3.0.	Off-Street Loading Regulations .....	4-6
4.4.0.	Queuing Requirements .....	4-7
4.5.0.	Driveways and Access to Roads and Lanes.....	4-8
<b>PART 5 - Sign Regulations .....</b>		<b>5-1</b>
5.1.0.	Regulations for a Development Permit for a Sign.....	5-1
5.2.0.	General Provisions for a Sign .....	5-3
5.3.0.	Enforcement Relating to Signs .....	5-11
5.4.0.	Sign Regulation by Type .....	5-12
<b>PART 6 - Definitions.....</b>		<b>6-1</b>
6.1.0.	List of Definitions .....	6-1
6.2.0.	Residential Uses .....	6-1
6.3.0.	Business Uses .....	6-2
6.4.0.	Community Service Uses.....	6-6
6.5.0.	Signs .....	6-7
6.6.0.	General Definitions .....	6-9

## **PART 1 - OVERVIEW**

### **1.1.0. Administration**

#### **1.1.1. Title**

This Bylaw may be referred to as the “Stony Plain Land Use Bylaw.”

#### **1.1.2. Compliance with this Bylaw and Other Legislation**

1. Nothing in this Bylaw releases an obligation of a person to comply with:
  - a. any federal, provincial, or municipal legislation;
  - b. any pertinent caveat, easement, instrument, agreement or other legal requirement; or
  - c. any standard, policy, procedure or other requirement of the Municipality.
2. Development may only be undertaken within the municipality where it complies with the provision of this Bylaw and:
  - a. a development permit application has been approved, a development permit issued and the Development is in accordance with the terms and conditions of a development permit issued pursuant to this Bylaw; or
  - b. the Development is exempt in Section 1.3.2.
3. The issuance of a development permit does not entitle a business to operate, which may require a license under a separate municipal bylaw pertaining to business licensing, nor does it entitle the construction of a building, which may require a building permit under a separate municipal bylaw pertaining to building permits.
4. Non-conforming uses and non-conforming buildings will be considered in accordance with and must comply with the *Municipal Government Act*.
5. Where a provision of this Bylaw requires interpretation as to its applicability to a subdivision or development, the Subdivision Authority or Development Authority will determine the meaning of that provision based on the information available.

#### **1.1.3. Applications in Progress**

1. All subdivision and development permit applications deemed complete prior to the effective date of this Bylaw will be processed and considered based on the provisions of the land use bylaw in effect when such an application was received, unless prior to a decision being made on the application, the Municipality receives a signed and written request from the applicant stating that the said subdivision or development permit application be processed and considered based on the provisions of this Bylaw.
2. All subdivision or development applications received on or after the effective date of this Bylaw will be processed and considered upon the provisions of this Bylaw.

## **1.2.0. Powers and Duties of the Development Authority**

### **1.2.1. Establishment of the Development Authority**

1. The Chief Administrative Officer of the Municipality is the Development Authority, with powers and duties as set out in this Bylaw and may in writing delegate any or all of these powers and duties specified in this Bylaw to a designated officer.
2. A designated officer may in writing be given the ability to further delegate any or all of the powers and duties they themselves have been given.

### **1.2.2. Decision on a Complete Development Permit Application**

1. In making a decision on a complete development permit application for a Permitted Use, the Development Authority:
  - a. must approve the application if the proposed Development conforms with this Bylaw; or
  - b. may approve or refuse the application if the proposed Development does not conform to this Bylaw.
2. In making a decision on a complete development permit application for a Discretionary Use, the Development Authority:
  - a. may approve or refuse the application whether the proposed Development conforms or does not conform to this Bylaw.
3. In making a decision on a complete development permit application that may be approved or refused, the Development Authority will have regard to the circumstances and merits of the application including but not limited to the following:
  - a. the purpose and intent of any statutory or non-statutory plan or policy in effect;
  - b. the purpose and intent of the applicable land use district;
  - c. the design, character and appearance of the proposed Development and, in particular, whether it is compatible with and complementary to the surrounding properties;
  - d. servicing requirements;
  - e. access and transportation requirements;
  - f. vehicle and pedestrian circulation within the parcel;
  - g. additional information or documentation not provided by the applicant that the Development Authority considered necessary to review to make a decision on the application; and
  - h. the impact of the proposed use on surrounding properties by a nuisance factor including but not limited to noise, smoke, dust, odour, vibration or glare, or any combination of these factors.
4. In making a decision to refuse a complete development permit application, the Development Authority must provide a reason for such a refusal of an application as part of the written decision.
5. In cases where an activity meets more than one use definition, the Development Authority will deem the appropriate principal use definition.

### **1.2.3. Development Permit Conditions**

1. The Development Authority may impose conditions of approval on any development permit based on the following:
  - a. the application of land use planning considerations or principles to the circumstances of a proposed Development; and
  - b. to ensure compliance with any provision of this Bylaw.

2. The Development Authority may impose any of the following conditions on the approval of a development permit application:
  - a. to govern the location of any building on a Lot; and
  - b. to regulate and limit the time within which a Development or any part of it is to be completed.
3. The Development Authority may impose, as a condition of approval on a development permit, a specified time limit on the duration of Development approval in the case of a development permit for a Discretionary Use or a Permitted Use approved with a variance or condition, and has the discretion to extend that time if the application is made before the expiry date of the development permit in accordance with Section 3.9.1. of this Bylaw.
4. The Development Authority may impose, as a condition of approval on a development permit, a requirement that the applicant enter into an agreement with the Municipality, to provide for any matter or thing relevant to the Development or to the relationship between the applicant and the Municipality resulting from or relating to the Development, including without limitation any matter or thing described in the *Municipal Government Act*, which includes:
  - a. to construct or pay for the construction of a road required to give access to the Development;
  - b. to construct or pay for the construction of both or either of:
    - i. a pedestrian walkway system to serve the Development, or
    - ii. pedestrian walkways to connect the pedestrian walkway system serving the Development with a pedestrian walkway system that serves or is proposed to serve an Adjacent Development,
  - c. to install or pay for the installation of public utilities, other than telecommunications systems or works, which are necessary to serve the Development;
  - d. to construct or pay for the construction both or either of:
    - i. off-street or other parking facilities, or
    - ii. loading and unloading facilities;
  - e. to pay any pertinent development charges, which may include an off-site levy or redevelopment levy; and
  - f. to provide security to ensure that the terms of such an agreement are carried out.
5. Where an application for a development permit is approved with a condition requiring the applicant or landowner to enter into an agreement with the Municipality as described in Section 1.2.3.4.:
  - a. such an agreement may be protected by caveat registered by the Municipality in accordance with the *Municipal Government Act*;
  - b. the Municipality may require the payment of development charges, which may include an off-site levy, and security for the completion of off-site work related to the Development; and
  - c. the approved plans and specifications must not be changed or modified without written authorization from the Development Authority and all work must be done in accordance with the approved plans.
6. The Development Authority may impose, as a condition of approval on a development permit, a requirement to provide security, in an amount as determined by Council, prior to the commencement of Development to ensure the Development is in accordance with the terms and conditions of a development permit issued pursuant to this Bylaw, which will be released upon request once all the terms and conditions of the development permit are met.

7. The Development Authority may impose, as a condition of approval on a development permit for a multi-unit residential, commercial, industrial, community and park use, or a Development requiring a servicing plan, a requirement to provide:
  - a. on-site engineering design drawings signed and stamped by a professional engineer in the province of Alberta prior to the commencement of Development; and
  - b. on-site engineering record drawings signed and stamped by a professional engineer in the province of Alberta once all the terms and conditions of the development permit are met.

#### **1.2.4. Development Permit Variance**

1. The Development Authority may vary any regulation of this Bylaw and issue a development permit even though the proposed Development does not comply with one or more regulations of this Bylaw or is a non-conforming building if the proposed Development:
  - a. conforms to the use prescribed for that land or building in this Bylaw; and
  - b. would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land.
2. The Development Authority may grant a variance if:
  - a. the variance is mainly to accommodate a physical feature that is specific to the Site, building or sign to which it applies, which is not shared by a significant number of other Sites, buildings or signs in the municipality;
  - b. the variance is a reasonable deviation from the applicable Development regulation or other requirement of this Bylaw, which is needed to accommodate the proposed Development; or
  - c. the variance is for a Development that does not comply in terms of a Yard Setback, provided that:
    - i. the Development does not encroach on any easement, unless an agreement has been granted in respect of it;
    - ii. the Development does not encroach on any Lot Line; and
    - iii. a drainage plan indicates the Development will not create drainage problems.
3. Any variance granted must be expressed as part of the development permit approval and must have consideration for 1.2.2.3.

### **1.3.0. Development Permit Process**

#### **1.3.1. Requirements for a Development Permit**

1. Except as provided in Section 1.3.2., no person will commence any Development unless a development permit has been approved and issued in respect thereof.
2. Where any on-site service or improvement, or any off-site local improvement is required to service a proposed Development, a person must not begin the excavation for the foundation nor commence Development until either:
  - a. a development agreement has been agreed to; or
  - b. a development permit has been issued for Site preparation work.
3. No development permit will be issued for a Development to be served by private sewer and water systems until the systems have been approved by the appropriate municipal, provincial and federal departments.
4. A development permit will not be issued for a Development that includes a building proposed to extend over more than one Lot until the Lots the building is proposed to extend over are consolidated, unless:
  - a. the building is divided on or along one or more Lot Lines into two or more separate sections that have been designed with sufficient separation between them based on the intended uses of each section; and
  - b. separate servicing is provided to each section of the building that is divided by a Lot Line via servicing contained solely within each Lot a section of the building is contained within.
5. An application for a development permit is not complete, where subdivision is required, until the appropriate subdivision is registered pursuant to the subdivision regulations.
6. Notwithstanding Section 1.3.1.5., the Development Authority may approve an application for a development permit for a show home subsequent to an approved show home agreement for the appropriate Subdivision area in which the show home is to be located.
7. A development permit application may not contain a permitted use and a discretionary use.

#### **1.3.2. Exemption from a Development Permit**

The following Developments do not require a development permit provided that the proposed Development complies with all applicable provisions of this Bylaw:

1. a change of use of a Site to a Permitted Use where a development permit has been previously issued for that use and remains valid;
2. a change of use of a Site to a Permitted Use unless the change of use is for Automotive and Recreation Vehicles Sales and Service, Bar, Campground, Car Wash, Cemetery, Earthworks, Gas Bar, Heavy Vehicle and Equipment Wash Facility, Hospital, Hotel, Motel, Private Club, Recreation Facility, Recycling Depot, Religious Assembly or Residential Sale Centre;
3. alteration, renovation, maintenance or repair of any building provided that the work does not include structural alterations or an increase to the gross floor area;
4. a General Accessory Development with a gross floor area of 10.0 m<sup>2</sup> or less;
5. the construction, maintenance and repair of public works, services and utilities carried out by, or on behalf, of the Municipality or any public utility;
6. the erection or placement of a temporary building, not to be used for residential purposes, which may include a construction trailer or shipping container, the sole purpose of which is incidental to the erection of a building for which a development permit has been granted, excluding Residential Sale Centres, provided the temporary building is removed within 30 days of substantial completion of the principal building or as determined by the Development Authority;

7. a temporary event such as a market, special function tent, or outdoor amusement park placed or erected for less than 7 days;
8. an emergency measure;
9. the erection of a Fence or gate that conforms to Section 3.22.;
10. landscaping where the proposed grades will not adversely affect the subject or Adjacent properties;
11. a pergola, trellis, arbour, play equipment or seasonal gazebo;
12. a Privacy Wall 2.4 m or less in height;
13. a solid waste, recycling and organic collection facility and associated enclosure;
14. a seasonal aboveground Swimming Pool that conforms to Section 3.20.1.8.;
15. a pathway such as a sidewalk or trail;
16. a walkways not attached to driveways associated with a residence;
17. a satellite dish or antenna;
18. a solar panel mounted to a building;
19. a Community Garden;
20. a Deck, landing or patio that is 0.60 m or less above grade in height and does not have a roof;
21. the construction, maintenance and repair of a retaining wall less than 0.60 m in height;
22. residential interior renovations, excluding an Accessory Dwelling located in a basement;
23. site stripping, grading or excavation that is part of a Development for which a development permit has been issued or a development agreement entered into with the Municipality;
24. a shipping container that conforms to Section 3.20.1.7.;
25. a Minor Home Occupation;
26. a Family Day Home; and
27. a Planning Bylaw Notice Sign.

### **1.3.3. Application Requirements for a Development Permit**

1. An application for a development permit must be made to the Development Authority and requires the following to be considered complete:
  - a. required application fees, as determined by Council;
  - b. a completed development permit application form;
  - c. a site plan;
  - d. documentation showing building elevations and floor plan layouts, where applicable;
  - e. an abandoned well search;
  - f. the location of any existing or proposed wells, septic tanks, disposal fields, culverts or crossings;
  - g. other information as the Development Authority may reasonably require to ensure compliance with the provisions of this Bylaw, which may include:
    - i. a site grading plan;
    - ii. a landscaping plan must be provided where required by Section 3.3.1.;
    - iii. a site servicing plan;
    - iv. soil testing or geotechnical report;
    - v. an environmental assessment;
    - vi. an engineering study for the use or impact upon municipally owned and operated utility systems;
    - vii. photographic documentation showing the Site in its current condition;
    - viii. visual display of how the form, mass and character of the proposed Development will relate to neighbouring Developments;

- ix. a noise evaluation study;
  - x. a parking, access management or transportation study;
  - xi. proof of a roadside development permit from Alberta Transportation and Economic Corridors;
  - xii. irrevocable letters of credit or cash from the developer to secure performance of any of the conditions of a development permit or development agreement;
  - xiii. a current land title, along with copies of any caveat, right of way, easement or restrictive covenant registered on the title;
  - xiv. a current corporate registry search; and
  - xv. any other information required by the Development Authority to determine how a proposed Development may affect land use in the area.
2. Documentation required as part of a development permit application must be provided to the satisfaction of the Development Authority.
  3. Any plan or documentation provided as part of a development permit application must:
    - a. be dimensioned in metre;
    - b. drawn to scale;
    - c. be legible; and
    - d. contain property and location information relevant to the type of plan or documentation including but not limited to:
      - i. a north arrow;
      - ii. any legal land description;
      - iii. municipal addressing;
      - iv. the scale of the plan;
      - v. the location and dimensions of any Lot Line; and
      - vi. any registered easement or right of way.
  4. In addition to the relevant requirements in Section 1.3.3.3., a site plan must identify:
    - a. the location and dimensions of any existing and proposed building or structure, including an outline of the roof overhang in relation to any Lot Line;
    - b. the location and dimensions of any existing and proposed parking stall, drive aisle, loading area or entrance or exit Abutting any public road;
    - c. turning radius details to accommodate the maneuvering of a fire fighting apparatus and any commercial vehicle, where applicable;
    - d. the location and name of any Abutting road;
    - e. existing and proposed surface drainage;
    - f. the location of any light standard, catch basin, utility pole, hydrant, utility box, other utility feature or community mailbox in proximity to the Site; and
    - g. other information as deemed necessary by the Development Authority;
  5. In addition to the relevant requirements in Section 1.3.3.3., a site grading plan must:
    - a. be designed by an Alberta land surveyor, engineer or registered architect; and
    - b. include:
      - i. any existing or proposed surface elevation, contour or surface grade of the Lot at any lot line corners, at an interval along any lot line or adjacent to any foundation wall or concrete slab-on-grade for each existing or proposed;
      - ii. the existing or proposed direction of surface drainage flow, indicated by arrows;
      - iii. any existing or proposed surface conditions including but not limited to sod, asphalt, concrete and gravel;
      - iv. any provision necessary to accommodate an overland flow from an adjacent undeveloped land;

- v. the location and dimensions of any existing and proposed private storm drainage system; and
  - vi. any unusual or special requirement information based on any associated geotechnical report or soil testing.
6. In addition to the relevant requirements in Section 1.3.3.3., a site servicing plan must:
- a. be submitted as an engineering design drawing or set of drawings;
  - b. be signed and stamped by a professional engineer in the province of Alberta; and
  - c. include:
    - i. the location of any existing and proposed wells, septic tanks, disposal fields, culverts and crossings;
    - ii. location and elevations of water mains, hydrants, valves, sanitary sewer mains and manholes, storm water sewer mains and manholes, and catch basins;
    - iii. location of any existing underground infrastructure including water mains and servicing, sanitary mains and servicing, and storm pipes;
    - iv. location and type of shallow utilities including overhead and underground, which may include power lines, gas lines and telecommunications; and
    - v. pipe size, length, slope and material for all deep utilities including any anticipated water demands and sanitary flow rates for the Site expressed in l/s or m<sup>3</sup>/s tabulated in the legend as required.

**1.3.4. Development Permit Application Status**

1. The Development Authority may deem a development permit application incomplete where the information required by Section 1.3.3. has not been supplied or where, the quality of the material supplied is inadequate to properly evaluate the application.
2. A development permit application may be deemed incomplete where it does not comply with Section 1.3.1.5. of this Bylaw.
3. Written notice of a development permit application deemed complete or incomplete and notice of decision of a development permit must be given in accordance with the *Municipal Government Act*.
4. The notice of an application deemed incomplete must provide a deadline as determined by the Development Authority to provide the information required to complete the application unless the Development Authority and the applicant agree to an extension in writing.
5. Written notice must be given using the following methods within 24 hours of the notice being issued:
  - a. regular mail; or
  - b. electronic mail, if the applicant has provided an email address on their application and has given consent to receive correspondence by electronic mail.
6. An agreement for an extension to a deadline pertaining to a deemed incomplete notice or decision must be:
  - a. prepared by the Development Authority;
  - b. signed by both parties; and
  - c. specify the agreed upon date for the extension.

**1.3.5. Waiver of Development Permit Application Requirements**

1. The Development Authority may accept an application and make a decision without all of the information required by Section 1.3.3., if a decision on the application can be properly made without such information.

### **1.3.6. Notice of Decision**

1. The decision of the Development Authority on an application for a development permit must be given to the applicant in a form determined by the Municipality.
2. If a Development Authority refuses an application for a development permit, the notice of decision must contain the reasons for the refusal.
3. Notice of a development approval for a discretionary use or a variance issued by the Development Authority must:
  - a. indicate the date the development permit was approved and that an appeal may be made by the person applying for the permit or a person affected by the decision;
  - b. be mailed to all landowners in the town of Stony Plain:
    - i. within 30.0 m of the subject site or lot;
    - ii. whose property the Development Authority believes may be affected by the decision; and
  - c. be published on the website of the Municipality.
4. Where a lot in a municipality other than the town of Stony Plain is within 30.0 m of the subject site or lot written notification of the approved development will only be mailed to that municipal office.
5. During any mail delivery stoppage, notice of a development approval for a discretionary use or a variance issued by the Development Authority will be published on the website of the Municipality.

### **1.3.7. Issuance and Validity of a Development Permit**

1. The Development Authority must issue a development permit to the applicant on the day the decision to approve an application is made.
2. A development permit for a Discretionary Use or for a Permitted Use for which a variance has been granted comes into force and effect:
  - a. only after the time for an appeal to the appropriate appeal body has expired; or
  - b. if an appeal has been filed, once a decision has been rendered in writing by the appropriate appeal body in favour of the issuance of the development permit subject to any variance or change to any condition of approval directed by the appropriate appeal body.
3. In accordance with the *Municipal Government Act* no appeal lies in respect of the issuance of a development permit for a Permitted Use unless the provisions of a land use bylaw were relaxed, varied or misinterpreted.
4. Any work undertaken prior to the expiry of the appeal period of a development permit is at the risk of the landowner.
5. If the Development authorized by a development permit has not commenced significantly, within 12 months from the date of its issue, or date of decision of the appropriate appeal body upon appeal, the development permit ceases to be in effect unless an extension to this period has been granted by the Development Authority in accordance with Section 1.3.9. of this Bylaw.

### **1.3.8. Re-application for a Development Permit**

1. Where an application for a development permit has been refused by the Development Authority, or Council in the case of a direct control district, or has been refused on appeal to the appropriate appeal body, the Development Authority at its discretion, may refuse to accept another application on the same parcel of land, for the same or similar use by the same or any other applicant for six months following the date of the decision of refusal.

### **1.3.9. Expiry of a Development Permit**

1. A development permit expires one year from the date of issuance unless Development has commenced on the Site.
2. Development is considered to commence:
  - a. once excavation or Site preparation in anticipation of construction for the approved development permit occurs, which does not include fencing, erecting signs or obtaining required information for the Development of the Site that includes but is not limited to an engineering study, geotechnical work, a Site survey, soil analysis, an environmental assessment or combination of these or other works; or
  - b. for a development permit limited to a change of use when the new use is in effect.
3. Once Development has commenced, a Development must be completed within two years of permit issuance or the permit expires.
4. Where a development permit is issued for a Site where any other development permit has been issued, any previous development permit will expire if the physical aspects of the Development conflict or where a Development cannot occur simultaneously upon the Site.
5. The Development Authority may grant an extension to the expiry date of a development permit, considering the following:
  - a. an extension request must be submitted to the Development Authority by the permit holder in writing;
  - b. the maximum length of an extension is one year from the date that a development permit would expire;
  - c. only one extension may be granted;
  - d. an extension for a development permit expires one year after the date of the extension unless Development has commenced on the Site; and
  - e. the extension may not change the original development permit issued or any of its conditions except to extend any date which causes a permit to expire.

### **1.3.10. Suspension or Cancellation of a Development Permit**

1. The Development Authority may suspend or cancel a development permit following its issuance if the Development Authority determines that:
  - a. the application contains a misrepresentation;
  - b. the fees have not been paid or a cheque is returned not sufficient funds;
  - c. the development permit was issued in error;
  - d. facts concerning the application or the proposed Development were not disclosed, which should have been disclosed at the time the application was considered; or
  - e. any of the conditions imposed in the development permit have not been complied with.
2. If the Development Authority suspends or cancels a development permit, the Development Authority must provide a written notification to the applicant with the reason for the suspension or cancellation.
3. Upon receipt of written notice of suspension or cancellation, the applicant must cease all Development and activities for which the development permit was issued.

### **1.3.11. Application Referral for a Development Permit**

1. The Development Authority will refer a development permit application in accordance with the *Municipal Government Act* or any of its regulations.

#### **1.4.0. Enforcement Measures**

##### **1.4.1. Enforcement**

1. A person must comply with a development permit or the plans and conditions forming part of the permit and may not make use of the land in a manner contrary to the provisions of this Bylaw.

##### **1.4.2. General Offences**

1. An offence is committed when:
  - a. any landowner, lessee or occupant of the land, or a building or a structure thereon, contravenes any provisions of this Bylaw;
  - b. any landowner, contractor, worker or other person undertakes a Development for which a development permit is required but has not been issued under this Bylaw, or is in contravention of a condition of a development permit issued under this Bylaw; or
  - c. any landowner, lessee or occupant of the land, or a building or a structure thereon that contravenes an order under Section 1.4.6.

##### **1.4.3. Right of Entry and Authority to Enforce**

1. For the purposes described in the *Municipal Government Act*, an authorized person may enter into or upon any land or building within the municipal boundary to ensure compliance with this Bylaw, where:
  - a. reasonable notice (48 hours) has been given to the landowner or occupant of the property; and
  - b. the property is entered at reasonable hours (generally between 8:00 a.m. to 10:00 p.m.).

##### **1.4.4. Contravention**

1. When an offence has been or is being committed, the Development Authority may:
  - a. suspend or revoke a development permit which has not been complied with; and
  - b. issue an order.

##### **1.4.5. Violation Tickets**

1. A peace officer may issue a violation ticket to any person alleged to have breached any provision of this Bylaw.
2. A violation ticket must be served upon the alleged offender personally or by registered mail.
3. A violation ticket must specify:
  - a. the amount of the penalty based on a first, second or third offence;
  - b. the date and time by which the fine is payable to the Municipality, which must be within 21 days from the date of issue of the fine; and
  - c. the date and time by which the property must be brought into conformity with this Bylaw.
4. The fines for an offence against this Bylaw will be subject to the minimum penalty amount, as specified in Table 1.4.5.
5. If a person is convicted twice of the same offence of this Bylaw within a 12-month period, the minimum penalty for the second conviction will be double the minimum penalty of the first offence.
6. If a person is convicted three or more times of the same offence with respect to this Bylaw within a 12-month period, the minimum penalty for the third and subsequent convictions will be three times the minimum penalty of the first offence.

<b>Table 1.4.5. - Minimum Penalties</b>	
<b>Offences</b>	<b>Minimum penalty</b>
Failure to obtain a development permit	\$500
Failure to comply with development permit conditions	\$500
Failure to comply with regulations in residential districts, except the R8 – High Density Residential District	\$250
Failure to comply with regulations in all other districts, including the R8 – High Density Residential District	\$1000
Failure to obtain a development permit for a sign when required	\$200
Failure to comply with development permit conditions for a sign when required or failure to comply with regulations regarding a sign when a development permit is not required	\$200

7. If payment is made within the time limit, then such payment will be accepted in lieu of prosecution for the offence.
8. If a person who has been served with a violation ticket fails to pay the fine specified therein, then the right of the alleged offender to settle the alleged offence without a court appearance will no longer apply and prosecution for the alleged offence will proceed.
9. If the person who was served with the violation ticket is thereafter prosecuted and convicted of the offence specified in the violation ticket, that person is liable to a fine of not more than \$10 000, or to imprisonment for a period not exceeding one year or to both fine and imprisonment.

#### **1.4.6. Orders**

1. When issuing an order, the written notice must order the landowner, the person in possession of the land or building, the person responsible for the contravention, or all of them to:
  - a. stop the Development or use of the land or building that is contrary to this Bylaw;
  - b. demolish, remove or bring the Development into compliance with this Bylaw;
  - c. carry out any other actions required by the notice so that the Development complies with the provisions of this Bylaw;
  - d. complete the actions in the notice before the date set in the notice; and
  - e. provide the option to register an appeal to the appropriate appeal body.
2. If the person fails or refuses to comply with the order or an order of the appropriate appeal body, the Development Authority may:
  - a. obtain an injunction from an Alberta Court to enforce the order and this Bylaw;
  - b. register a caveat under the *Land Titles Act* in respect of the order;
  - c. enter into or upon the land or building and take any action necessary to carry out the order in accordance with the *Municipal Government Act*; and
  - d. the cost of action or measure will be charged to the registered landowner and collected, in like manner as taxes owing against a property.

## **PART 2 - DISTRICTS**

### **2.1.0. Land Use Districts**

1. The municipality is divided into land use districts and the boundaries of each and every district are delineated on the Land Use Districts Map, which forms part of this Bylaw.
2. Where uncertainty arises as to the precise location of the boundary of any district as shown on the Land Use Districts Map, the following rules will apply:
  - a. Where a district boundary appears to follow a Lot boundary, a municipal boundary, a center line of a railway or road right of way, it will be deemed to do so; otherwise, it will be determined on the basis of the scale of the map.
  - b. Where a land use district has been established in accordance with a proposed subdivision of land, the district must be understood to conform to the certificate of title or the plan of survey when registered in a Land Titles Office; however, prior to the registration, the district boundary must be determined on the basis of the scale of the map.
3. The district regulations of this Bylaw do not apply to roads, lanes, other public thoroughfares, or public and private utilities and their associated structures.

## **2.2.0. R1 – Large Lot Detached Dwelling Residential District**

### **2.2.1. Purpose**

This district provides for Detached Dwellings on large Lots with the possibility of an Accessory Dwelling.

### **2.2.2. Permitted Uses**

Accessory Dwelling  
Detached Dwelling  
Earthworks  
General Accessory Development  
Park  
Residential Sale Centre

### **2.2.3. Discretionary Uses**

Bed and Breakfast  
Major Home Occupation  
Religious Assembly  
Residential Vehicle Storage

### **2.2.4. Subdivision Regulations**

1. **Density (maximum):**
  - a. 2 Dwelling Units per Lot, inclusive of an Accessory Dwelling
2. **Lot Depth (minimum):**
  - a. 33.0 m
3. **Lot Width (minimum):**
  - a. 12.0 m for an internal Lot; and
  - b. 13.7 m for a Corner Lot

### **2.2.5. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 50%
2. **Front and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m to the principal building from the Front Lot Line
  - b. 3.0 m to the principal building from a Flankage Lot Line
  - c. 6.0 m to an attached garage from the Front Lot Line or Flankage Lot Line
3. **Rear Yard Setbacks (minimum):**
  - a. 7.5 m to the principal building
  - b. 6.0 m to an attached garage
4. **Side Yard Setbacks (minimum):**
  - a. 1.5 m to the principal building where the Lot Width is 15.0 m or greater
  - b. 1.2 m to the principal building where the Lot Width is less than 15.0 m
5. **Building Height (maximum):**
  - a. 12.0 m

## **2.3.0. R2 – Detached Dwelling Residential District**

### **2.3.1. Purpose**

This district provides for Detached Dwellings with a variety of Lot shape options, such as shallow-wide Lots, and the possibility of an Accessory Dwelling.

### **2.3.2. Permitted Uses**

Accessory Dwelling  
Detached Dwelling  
Earthworks  
General Accessory Development  
Park  
Residential Sale Centre

### **2.3.3. Discretionary Uses**

Bed and Breakfast  
Major Home Occupation  
Religious Assembly  
Residential Vehicle Storage

### **2.3.4. Subdivision Regulations**

1. **Density (maximum):**
  - a. 2 Dwelling Units per Lot, inclusive of an Accessory Dwelling
2. **Lot Width (minimum):**
  - a. 9.7 m for an internal Lot
  - a. 11.2 m for a Corner Lot
3. **Lot Area (minimum):**
  - a. 315 m<sup>2</sup> for an internal Lot
  - b. 365 m<sup>2</sup> for a Corner Lot

### **2.3.5. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 50%
2. **Front and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m to the principal building from the Front Lot Line
  - b. 2.4 m to the principal building from a Flankage Lot Line
  - c. 6.0 m to an attached garage from the Front Lot Line or Flankage Lot Line
3. **Rear Yard Setbacks (minimum):**
  - a. 7.5 m to the principal building
  - b. 6.0 m to an attached garage
4. **Side Yard Setbacks (minimum):**
  - a. 1.2 m to the principal building
5. **Building Height (maximum):**
  - a. 12.0 m

## **2.4.0. R3 – Residential Park District**

### **2.4.1. Purpose**

This district provides for unique forms of low density residential Development composed primarily of Detached Dwellings often in a community living setting. Two sets of regulation options are provided to accommodate different development scales, one of which requires a finer-scale of subdivision than the other.

### **2.4.2. Permitted Uses**

Detached Dwelling  
Earthworks  
General Accessory Development  
Park  
Residential Sale Centre

### **2.4.3. Discretionary Uses**

Bed and Breakfast  
Community Facility  
Child Care Service  
Indoor Sales and Service  
Major Home Occupation  
Religious Assembly  
Residential Vehicle Storage

### **2.4.4. General Regulations**

#### **1. Community and Business Uses**

- a. A Child Care Service or Community Facility use is only allowed on Sites that follow the requirements of Option B: A Residential Park

#### ***Option A: A Residential Park Subdivision***

This option allows for individually owned Lots for residential park Detached Dwellings that Abut a public road in a typical residential subdivision form.

### **2.4.5. Subdivision Regulations for a Residential Park Subdivision**

- 1. Density (maximum):**
  - a. 1 Detached Dwelling per Lot
- 2. Lot Width (minimum):**
  - a. 12.0 m for an internal Lot
  - b. 13.7 m for a Corner Lot
- 3. Lot Depth (minimum):**
  - a. 33.0 m

### **2.4.6. Development Regulations for a Residential Park Subdivision**

- 1. Lot Coverage (maximum):**
  - a. 50%
- 2. Front and Flankage Yard Setbacks (minimum):**
  - a. 6.0 m to the principal building from the Front Lot Line or Flankage Lot Line where any parking spaces are located between the principal building and the Front Lot Line or

- Flankage Lot Line, except that the Setback may be reduced to 3.0 m provided that there is 6.0 m between the principal building and the sidewalk or curb, whichever is closer
  - b. 3.0 m to the principal building from the Front Lot Line or Flankage Lot Line for all other instances
  - c. 6.0 m to the front of a garage from a Front Lot Line or Flankage Lot Line, except that the Setback may be reduced to 3.0 m provided that there is 6.0 m between the front of the garage and the sidewalk or curb, whichever is closer
- 3. **Rear Yard Setbacks (minimum):**
  - a. 3.0 m
- 4. **Side Yard Setbacks (minimum):**
  - a. 1.5 m
- 5. **Building Height (maximum):**
  - a. 8.0 m

***Option B: A Residential Park***

This option provides regulations that allow for a residential park developed within a single large Lot where each dwelling accesses public roads via a private road or network of private roads.

**2.4.7. Subdivision Regulations for a Residential Park**

- 1. **Lot Area (minimum):**
  - a. 5.0 ha

**2.4.8. Development Regulations for a Residential Park**

- 1. **Comprehensive Site Development and Servicing Plan**
  - a. A comprehensive site development and servicing plan must be accepted and approved by the Development Authority prior to the issuance of any development permit
- 2. **Density (maximum):**
  - a. 24 Dwelling Units per ha
- 3. **Lot Coverage (maximum):**
  - a. 50%
- 4. **Building Setback from Private Roads and Walkways (minimum):**
  - a. 6.0 m to the building from the private road or walkway where any parking spaces are located between the building and the private road or walkway
  - b. 3.0 m to the building from the private road or walkway for all other instances
- 5. **Building Setback from Public Road Rights of Way (minimum):**
  - a. 3.0 m
- 6. **Building Setback between Buildings containing a Dwelling (minimum):**
  - a. 3.0 m
- 7. **Building Setback from a Building not containing a Dwelling (minimum):**
  - a. 2.0 m
- 8. **Building Setback from Property Lines (minimum):**
  - a. 1.5 m

9. **Yard Standards**

- a. Each dwelling must have its own contiguous defined yard space that is:
  - i. Adjacent to at least one side of the dwelling; and
  - ii. a minimum of 100 m<sup>2</sup> in area where no distance within the perimeter is less than 3.2 m.

## **2.5.0. R4 – Mixed Form Residential District**

### **2.5.1. Purpose**

This district provides for Detached Dwellings, Semi-Detached Dwellings, Duplex Dwellings and three to four unit Row House Dwellings with a variety of Lot shape options, such as shallow-wide Lots, and the possibility of an Accessory Dwelling.

### **2.5.2. Permitted Uses**

Accessory Dwelling  
Detached Dwelling  
Duplex Dwelling  
Earthworks  
General Accessory Development  
Park  
Residential Sale Centre  
Row House Dwelling  
Semi-Detached Dwelling

### **2.5.3. Discretionary Uses**

Bed and Breakfast  
Major Home Occupation  
Religious Assembly  
Residential Vehicle Storage

### **2.5.4. Subdivision Regulations**

1. **Density (maximum):**
  - a. 2 Dwelling Units per Lot, inclusive of an Accessory Dwelling
2. **Dwellings in a Row House (maximum):**
  - a. 4
3. **Lot Width for Rear Lane Access (minimum):**
  - a. Detached Dwelling – 9.1 m
  - b. Duplex Dwelling – 9.1 m
  - c. Semi-Detached Dwelling – 7.9 m
  - d. Row House Dwelling internal unit – 6.7 m
  - e. Row House Dwelling end unit – 7.9 m
  - f. Corner Lot requires 1.5 m of additional Lot Width
4. **Lot Area for Rear Lane Access (minimum):**
  - a. Detached Dwelling – 295 m<sup>2</sup>
  - b. Duplex Dwelling – 295 m<sup>2</sup>
  - c. Semi-Detached Dwelling – 255 m<sup>2</sup>
  - d. Row House Dwelling internal unit – 220 m<sup>2</sup>
  - e. Row House Dwelling end unit – 255 m<sup>2</sup>
  - f. Corner Lot requires 50.0 m<sup>2</sup> of additional Lot Area
5. **Lot Width for Non-Rear Lane Access (minimum):**
  - a. Detached Dwelling – 9.7 m
  - b. Duplex Dwelling – 9.7 m
  - c. Semi-Detached Dwelling – 8.5 m

- d. Row House Dwelling internal unit – 7.3 m
  - e. Row House Dwelling end unit – 8.5 m
  - f. Corner Lot requires 1.5 m of additional Lot Width
6. **Lot Area for Non-Rear Lane Access (minimum):**
- a. Detached Dwelling – 315 m<sup>2</sup>
  - b. Duplex Dwelling – 315 m<sup>2</sup>
  - c. Semi-Detached Dwelling – 275 m<sup>2</sup>
  - d. Row House Dwelling internal unit – 235 m<sup>2</sup>
  - e. Row House Dwelling end unit – 275 m<sup>2</sup>
  - f. Corner Lot requires 50.0 m<sup>2</sup> of additional Lot Area

### 2.5.5. Development Regulations

1. **Lot Coverage (maximum):**
  - a. 60% for an internal unit Row House Dwelling
  - b. 50% for any other dwelling
2. **Dwellings in a Row House (maximum):**
  - a. 4
3. **Front and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m to the principal building from the Front Lot Line
  - b. 2.4 m to the principal building from a Flankage Lot Line
  - c. 6.0 m to an attached garage from the Front Lot Line or Flankage Lot Line
4. **Rear Yard Setbacks (minimum):**
  - a. 7.5 m to the principal building
  - b. 6.0 m to an attached garage
5. **Side Yard Setbacks (minimum):**
  - a. 1.2 m to the principal building
6. **Building Height (maximum):**
  - a. 12.0 m

## **2.6.0. R5 – Small Lot Mixed-Form Residential District**

### **2.6.1. Purpose**

This district provides for Detached Dwellings, Semi-Detached Dwellings and three- to six-unit Row House Dwellings on compact Lots generally served by lanes that allow for a variety of Lot shape options, such as shallow-wide Lots.

### **2.6.2. Permitted Uses**

Detached Dwelling  
Earthworks  
General Accessory Development  
Park  
Residential Sale Centre  
Row House Dwelling  
Semi-Detached Dwelling

### **2.6.3. Discretionary Uses**

Bed and Breakfast  
Major Home Occupation  
Religious Assembly  
Residential Vehicle Storage

### **2.6.4. Subdivision Regulations**

1. **Density (maximum):**
  - a. 1 Detached Dwelling per Lot
2. **Dwellings in a Row House (maximum):**
  - a. 6
3. **Lot Width (minimum):**
  - a. Detached Dwelling – 7.2 m
  - b. Semi-Detached Dwelling – 6.0 m
  - c. Row House Dwelling internal unit – 4.8 m
  - d. Row House Dwelling end unit – 6.0 m
  - e. Corner Lot requires 1.5 m of additional Lot Width
4. **Lot Area (minimum):**
  - a. Detached Dwelling – 235 m<sup>2</sup>
  - b. Semi-Detached Dwelling – 195 m<sup>2</sup>
  - c. Row House Dwelling internal unit – 155 m<sup>2</sup>
  - d. Row House Dwelling end unit – 195 m<sup>2</sup>
  - e. Corner Lot requires 50.0 m<sup>2</sup> of additional Lot Area

### **2.6.5. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 65% for an internal Row House Dwelling unit
  - b. 50% for any other dwelling
2. **Dwellings in a Row House (maximum):**
  - a. 6

3. **Front and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m to the principal building from the Front Lot Line if the Lot does not have lane access
  - b. 3.0 m to the principal building from the Front Lot Line if the Lot has lane access
  - c. 2.4 m to the principal building from a Flankage Lot Line
  - d. 6.0 m to an attached garage from a Front Lot Line or Flankage Lot Line
4. **Rear Yard Setbacks (minimum):**
  - a. 7.5 m to the principal building
  - b. 6.0 m to an attached garage
5. **Side Yard Setbacks (minimum):**
  - a. 1.2 m
6. **Building Height (maximum):**
  - a. 12.0 m

## **2.7.0. R6 – Comprehensively Planned Residential District**

### **2.7.1. Purpose**

This district provides for a comprehensively planned medium density residential Development. Two different sets of regulation options are provided to accommodate different Development scales, one of which requires a finer-scale of subdivision than the other.

### **2.7.2. Permitted Uses**

Detached Dwelling  
Duplex Dwelling  
Earthworks  
General Accessory Development  
Multi-Unit Dwelling  
Park  
Residential Sale Centre  
Row House Dwelling  
Semi-Detached Dwelling  
Supportive Living Facility

### **2.7.3. Discretionary Uses**

Long Term Care Facility  
Major Home Occupation  
Religious Assembly  
Residential Vehicle Storage

### **2.7.4. General Regulations**

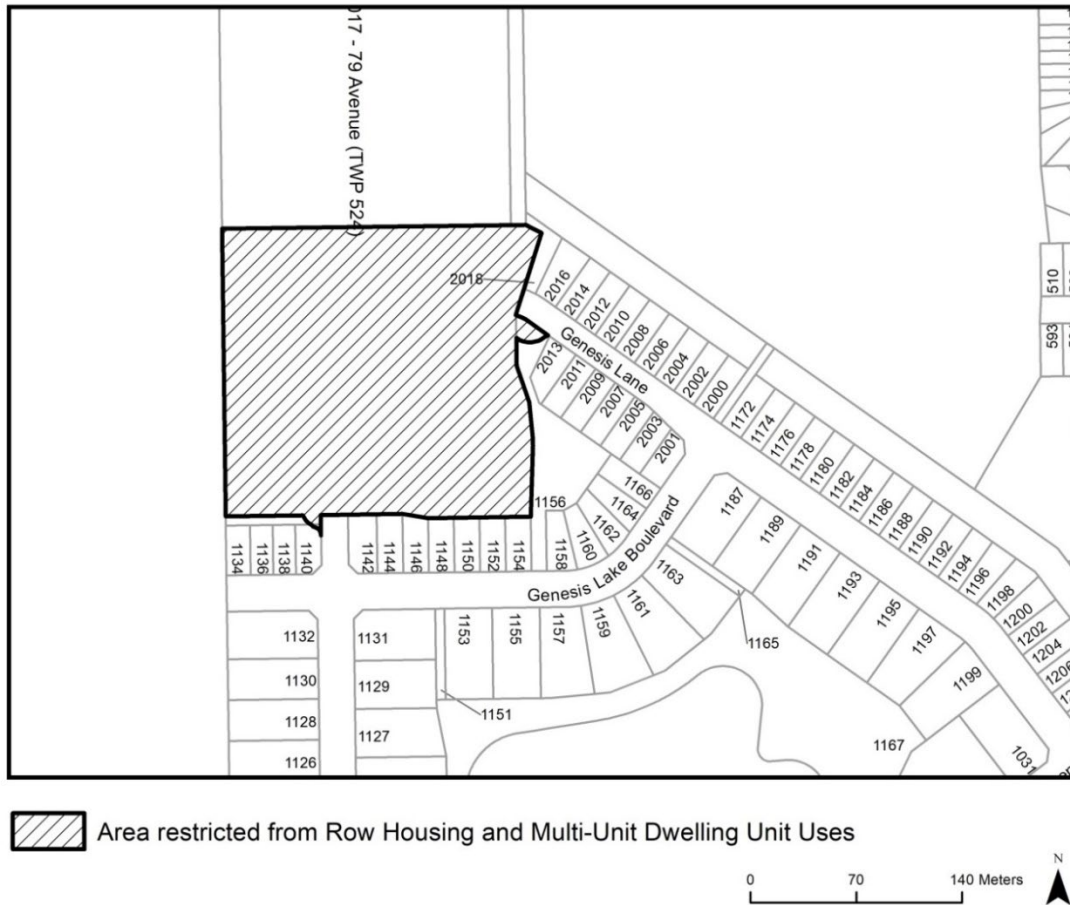
#### **1. Duplex and Multi-unit Dwelling Uses**

- a. A Duplex or Multi-Unit Dwelling use is only allowed on Sites that follow the requirements of Option A: Comprehensive Planned Site

#### **2. Row House and Multi-unit Dwelling Uses**

- a. A Row House Dwelling or Multi-Unit Dwelling use is restricted from portions of Plan 132 3523 Block B Lot 2, Plan 152 2794 Block 4 Lot 105 and Plan 132 3523 Block 7 Lot 41MR as shown in Figure 2.7.4.

**Figure 2.7.4. – Area of Row House Dwelling and Multi-unit Dwelling Use Restrictions**



**Option A: Comprehensive Planned Site**

This Option provides regulations for site Developments that are contained within one or more large Lots owned by one entity, commonly a condominium association or rental company. These Developments usually contain on-site parking facilities and private roads, which means that dwellings may not front directly onto a public road.

**2.7.5. Subdivision Regulations for a Comprehensive Planned Site**

1. **Density (maximum):**
  - a. 60 Dwelling Units per ha
2. **Density (minimum):**
  - a. 20 Dwelling Units per ha
3. **Lot Size (minimum):**
  - a. 0.40 ha

**2.7.6. Development Regulations for a Comprehensive Planned Site**

1. **Comprehensive Site Development and Servicing Plan**
  - a. A comprehensive site development and servicing plan must be accepted and approved by the Development Authority prior to the issuance of any development permit

2. **Density (maximum):**
  - a. 60 Dwelling Units per ha
3. **Density (minimum):**
  - b. 20 Dwelling Units per ha
4. **Lot Coverage (maximum):**
  - a. 50%
5. **Separation between Buildings within a Development (minimum):**
  - a. 6.0 m between the front or rear face of a building and any other face of another building
  - b. 3.0 m between the side face of a building and any other side face of another building
6. **Setbacks from a Public Road Right of Way (minimum):**
  - a. 4.0 m for buildings that are 10.0 m or less in height
  - b. 6.0 m for buildings that are more than 10.0 m in height
7. **Setback from a Private Road (minimum):**
  - a. 4.0 m
  - b. 6.0 m where a parking stall is located between the private road and the building
8. **Setbacks from a Lot Line (minimum):**
  - a. 4.0 m for buildings that are 10.0 m or less in height
  - b. 6.0 m for buildings that are more than 10.0 m in height
9. **Building Height (maximum):**
  - a. 12.0 m
10. **Bare Land Condominium Comprehensively Planned Sites**
  - a. Where a comprehensively planned site is developed as a bare land condominium with each condominium unit containing a single dwelling, regulations in Sections 2.7.6.12-2.7.6.13. must be met
  - b. Where a conflict exists between regulations in Sections 2.7.6.5.-2.7.6.9. and regulations in Sections 2.7.6.12.-2.7.6.13, regulations in Sections 2.7.6.12.-2.7.6.13. prevail
11. **Front and Flankage Yard Condominium Unit Boundary Setbacks (minimum):**
  - a. 4.0 m to the principal building from a Front Yard condominium unit boundary
  - b. 3.0 m to the principal building from a Flankage Yard condominium unit boundary
  - c. 6.0 m to an attached garage from a Front Yard condominium unit boundary
12. **Rear Yard Condominium Unit Boundary Setbacks (minimum):**
  - a. 7.5 m to the principal building
  - b. 6.0 m to an attached garage
13. **Side Yard Condominium Unit Boundary Setbacks (minimum):**
  - a. 1.2 m

***Option B: Mixed Form Subdivision with Individual Lots***

This Option allows for individually owned Lots that front onto a public road. It creates typical subdivisions that contain a diversity of dwelling forms on each block and require more careful planning at the subdivision level than similar subdivisions.

### **2.7.7. Pre-Development Requirements for a Mixed Form Subdivision with Individual Lots**

#### **1. Block Plan**

- a. No Development will be allowed in this district unless a block plan is approved by the Development Authority
- b. A block plan must:
  - i. be applied to a contiguous area of at least 0.40 ha
  - ii. assign each proposed residential Lot a dwelling type of either Detached Dwelling, Semi-Detached Dwelling or Row House Dwelling
  - iii. include Lots for Detached Dwelling, Semi-Detached Dwelling or Row House Dwellings
  - iv. indicate the total number of proposed residential Lots and the percentage of each dwelling type
- c. The dwelling type assigned to each proposed residential Lot may be revised if such a change allows the plan to continue to meet all of the regulations required within this section and a revised plan is approved by the Development Authority

#### **2. Diversity of Dwelling Types:**

- a. No dwelling type may be less than 10% of the total residential Lots in a plan
- b. No dwelling type may be more than 60% of the total residential Lots in a plan
- c. No more than 6 Lots may be assigned consecutively with the same dwelling type on the same side of the road

### **2.7.8. Subdivision Regulations for a Mixed Form Subdivision with Individual Lots**

#### **1. Block Plan**

- a. Must conform to an approved block plan

#### **2. Site Density**

- a. The net residential density must be between 25 to 60 Lots per ha

#### **3. Lot Density (maximum):**

- a. 1 Dwelling Unit per Lot

#### **4. Lot Width (minimum):**

- a. Detached Dwelling – 7.2 m
- b. Semi-Detached Dwelling – 6.0 m
- c. Row House Dwelling internal unit – 4.8 m
- d. Row House Dwelling end unit – 6.0 m
- e. Corner Lot requires 1.5 m of additional Lot Width

#### **5. Lot Area (minimum):**

- a. Detached Dwelling – 180 m<sup>2</sup>
- b. Semi-Detached Dwelling – 150 m<sup>2</sup>
- c. Row House Dwelling internal unit – 120 m<sup>2</sup>
- d. Row House Dwelling end unit – 150 m<sup>2</sup>
- e. Corner Lot requires 35 m<sup>2</sup> of additional Lot Area

### **2.7.9. Development Regulations for a Mixed Form Subdivision with Individual Lots**

#### **1. Block Plan**

- a. Must conform to an approved block plan

2. **Lot Coverage (maximum):**
  - a. 60% for an internal unit Row House Dwelling
  - b. 50% for any other dwelling
3. **Front and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m to the principal building from the Front Lot Line if the Lot does not have lane access
  - b. 3.0 m to the principal building from the Front Lot Line if the Lot has lane access
  - c. 2.4 m to the principal building from a Flankage Lot Line
  - d. 6.0 m to an attached garage from a Front Lot Line or Flankage Lot Line
4. **Rear Yard Setbacks (minimum):**
  - a. 7.5 m to the principal building
  - b. 6.0 m to an attached garage
5. **Side Yard Setbacks (minimum):**
  - a. 1.2 m
6. **Building Height (maximum):**
  - a. 12.0 m

## **2.8.0. R7 – Multi-Unit Building Residential District**

### **2.8.1. Purpose**

This district provides for medium density housing primarily for infill or redevelopment areas where each multi-unit building is contained within its own Lot.

### **2.8.2. Permitted Uses**

Earthworks  
General Accessory Development  
Multi-Unit Dwelling  
Park  
Residential Sale Centre  
Row House Dwelling  
Supportive Living Facility

### **2.8.3. Discretionary Uses**

Long Term Care Facility  
Religious Assembly

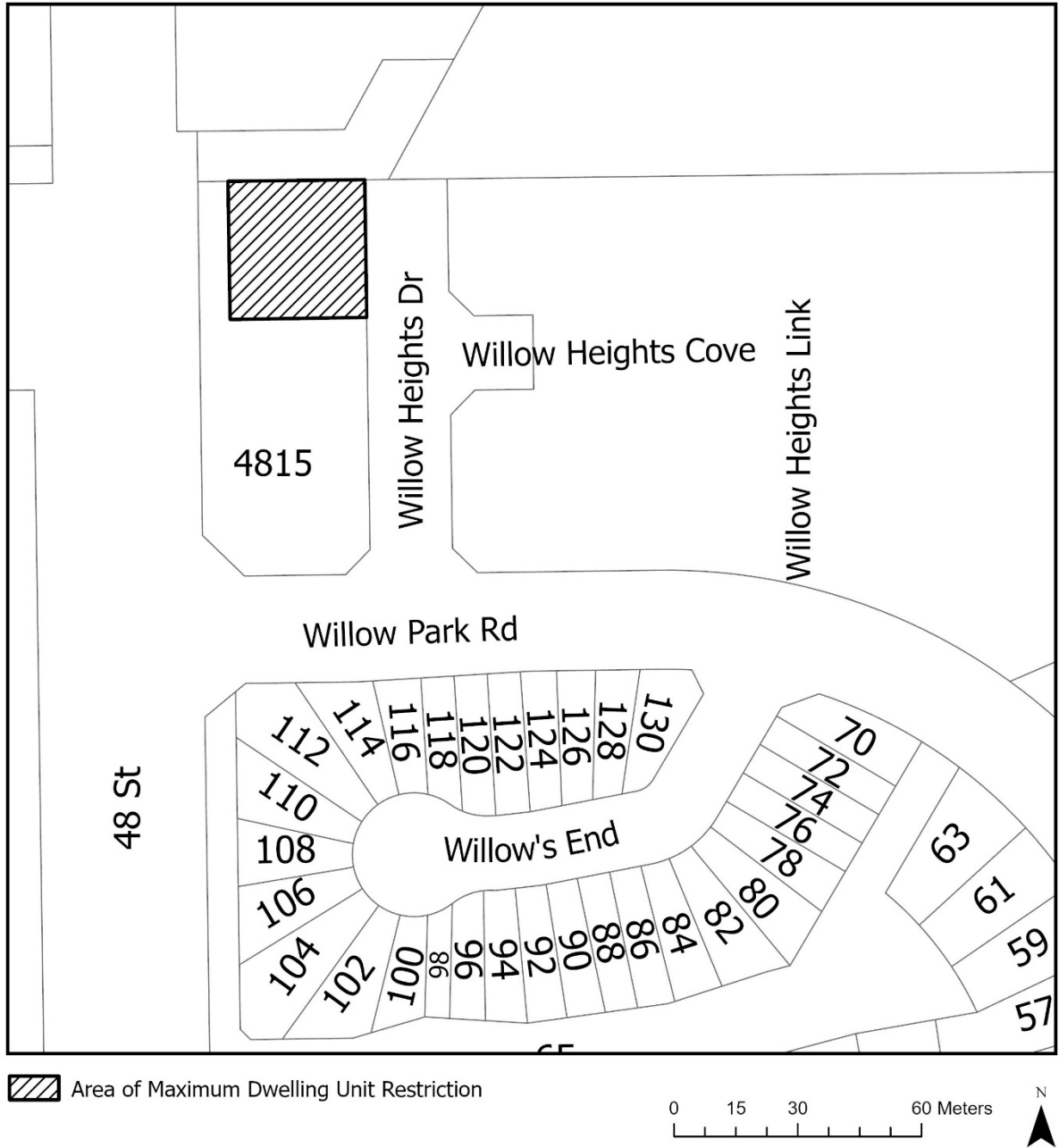
### **2.8.4. Subdivision Regulations**

1. **Density (maximum):**
  - a. 80 Dwelling Units per ha
2. **Density (minimum):**
  - a. 30 Dwelling Units per ha
3. **Lot Area (minimum):**
  - a. 450 m<sup>2</sup>

### **2.8.5. Development Regulations**

1. **Principal Building**
  - a. The maximum number of principal buildings per Lot is 1
  - b. A principal building must be located solely within a Lot
  - c. All Dwelling Units within a Lot must be contained within a principal building
2. **Density (maximum):**
  - a. 80 Dwelling Units per ha
3. **Density (minimum):**
  - a. 30 Dwelling Units per ha

**Figure 2.8.5. – Area of Maximum Dwelling Unit Restriction**



**4. Lot Access for Internal Row House Units**

- a. Internal Row House Dwelling units must have direct access available to their Rear Yards from public land such as a municipal reserve, environmental reserve, public utility lot, lane or other road right of way, or indirectly via an access easement or other mechanism that will ensure perpetual access is available to their Rear Yards from public land

**5. Lot Coverage (maximum):**

- a. 50%

6. **Front and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m to the principal building from the Front Lot Line if the Lot does not have lane access
  - b. 3.0 m to the principal building from the Front Lot Line if the Lot has lane access
  - c. 3.0 m to the principal building from a Flankage Lot Line
  - d. 6.0 m to an attached garage from a Front Lot Line or Flankage Lot Line
7. **Rear Yard Setbacks (minimum)**
  - a. 6.0 m to the principal building
  - b. 6.0 m to an attached garage
8. **Side Yard Setbacks (minimum):**
  - a. 1.5 m to the principal building
9. **Building Height (maximum):**
  - a. 12.0 m

## **2.9.0. R8 – High Density Residential District**

### **2.9.1. Purpose**

This district provides medium to high density housing along major roads and redevelopment areas and may include commercial Development.

### **2.9.2. Permitted Uses**

Accessory Dwelling  
Earthworks  
General Accessory Development  
Multi-Unit Dwelling  
Park  
Residential Sale Centre  
Row House Dwelling  
Supportive Living Facility

### **2.9.3. Discretionary Uses**

Child Care Service  
Detached Dwelling  
Duplex Dwelling  
Food and Drink Service  
Indoor Entertainment Establishment  
Indoor Sales and Service  
Live Work Unit  
Long Term Care Facility  
Recreation Facility  
Religious Assembly  
Residential Vehicle Storage  
Semi-Detached Dwelling

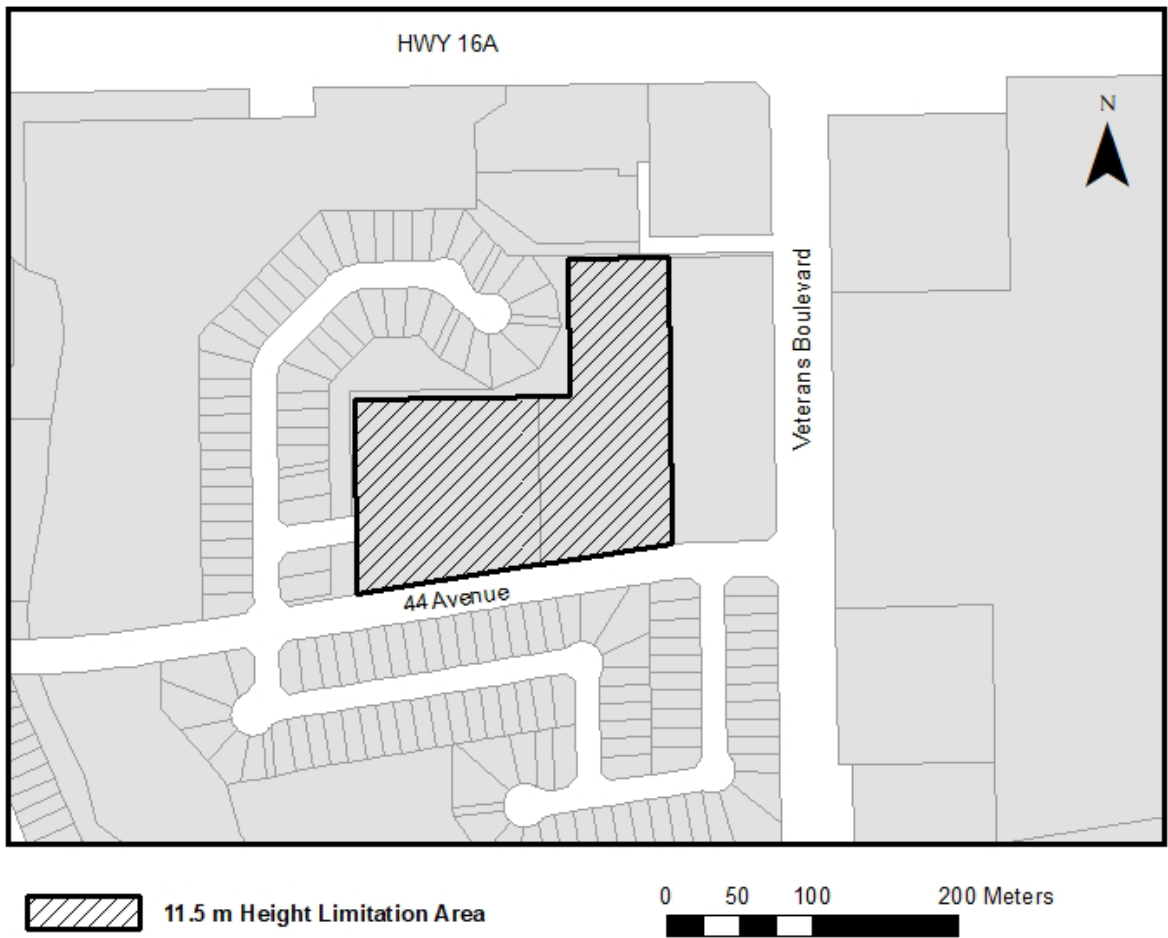
### **2.9.4. Subdivision Regulations**

1. **Density (maximum):**
  - a. 80 Dwelling Units per ha and 1 additional Dwelling Unit per ha for every 2 parking stalls provided underground
  - b. No Development may exceed 200 Dwelling Units per ha
2. **Density (minimum):**
  - a. 40 Dwelling Units per ha
3. **Lot Access for Internal Row House Units:**
  - a. Internal Row House Dwelling units must have direct access available to their Rear Yards from public land such as a municipal reserve, environmental reserve, public utility lot, lane or other road right of way, or indirectly via an access easement or other mechanism that will ensure perpetual access is available to their Rear Yards from public land
4. **Lot Area (minimum):**
  - a. 500 m<sup>2</sup>

## 2.9.5. Development Regulations

1. **Density (maximum):**
  - a. 80 Dwelling Units per ha and 1 additional Dwelling Unit per ha for every 2 parking stalls provided underground
  - b. No Development may exceed 200 Dwelling Units per ha
2. **Density (minimum):**
  - c. 40 Dwelling Units per ha
3. **Lot Coverage (maximum):**
  - a. 50%
4. **Separation between Buildings within a Development (minimum):**
  - a. 2.4 m between the side face of a building and any other side face of another building where both buildings are less than 12.0 m in height
  - b. 8.0 m between the front or rear face of a building and any other face of another building where none of the buildings are more than 12.0 m in height
  - c. 8.0 m between buildings where at least one building is 12.0 m or more in height
5. **Front and Flankage Yard Setbacks (minimum):**
  - a. 6.0 m to the front or rear face of a building
  - b. 3.0 m to the side face of a building
6. **Rear Yard Setbacks (minimum):**
  - a. 7.5 m to a building
7. **Side Yard Setbacks (minimum):**
  - a. 1.5 m to a building 10.0 m in height or less
  - b. 2.0 m to a building more than 10.0 m in height
  - c. 1.0 m for each additional 5.0 m above 10.0 m in height
8. **Building Height (maximum):**
  - a. 25.0 m, except for Plan 1822573, Block 1, Lot 1, Lot 2, which is limited to 11.5 m in height, as shown in Figure 2.9.5.

**Figure 2.9.5. – Area of 11.5 m Height Limitation**



9. **Discretionary Commercial Use Regulations within a Multi-Unit Residential Building with two or more Floors**
  - a. Commercial uses may be allowed to be located where the Site fronts or flanks onto a road right of way
  - b. Commercial uses must be completely contained within the building and must be located below residential uses
  - c. Commercial uses must have an outside entry and internal hallways separate from that of the residential component of the building

**2.10.0. C1 – Local Commercial District**

**2.10.1. Purpose**

This district provides Sites for the Development of convenience retail and service outlets that primarily serve Adjacent residential communities and may include residential Development.

**2.10.2. Permitted Uses**

Car Wash  
Community Facility  
Child Care Service  
Earthworks  
Education Service  
Food and Drink Service  
Gas Bar  
General Accessory Development  
Government Service  
Indoor Entertainment Establishment  
Indoor Sales and Service  
Park  
Private Club  
Recreation Facility  
Residential Sale Centre

**2.10.3. Discretionary Uses**

Bar  
Cannabis Retail Sales  
Live Work Unit  
Multi-Unit Dwelling  
Outdoor Entertainment Establishment  
Religious Assembly  
Supportive Living Facility  
Tourist Information Centre

**2.10.4. Subdivision Regulations**

1. **Site Area (minimum):**
  - a. 475 m<sup>2</sup>
2. **Site Area (maximum):**
  - a. 1.5 ha

**2.10.5. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 60%
2. **Floor Area (maximum):**
  - a. 500 m<sup>2</sup> for any individual business that is not Food and Drink Service or a Child Care Service
  - b. 750 m<sup>2</sup> for any individual business that is Food and Drink Service or a Child Care Service

3. **Front and Flankage Yard Setbacks (minimum):**
  - a. 6.0 m to the building from the Front Lot Line, or the minimum required Setback of any district for properties immediately Abutting the Site along the same frontage
  - b. 4.0 m to the building from the Flankage Lot Line
4. **Rear Yard Setbacks (minimum):**
  - a. 7.0 m where a Rear Yard is used to provide vehicular access to the rear of the Lot
  - b. 6.0 m for all other Rear Yards
5. **Side Yard Setbacks (minimum):**
  - a. 7.0 m where a Side Yard is used to provide vehicular access to the rear of the Lot
  - b. 3.0 m for a Side Yard Adjacent to a residential district
  - c. 2.0 m for all other Side Yards
6. **Building Height (maximum):**
  - a. 14.0 m
7. **Number of Car Wash Bays (maximum):**
  - a. 2
8. **Multi-Unit Dwelling Uses**
  - a. Multi-Unit Dwelling Uses are only allowed above a non-residential use

**2.11.0. C2 – General Commercial District**

**2.11.1. Purpose**

This district provides for a broad range of businesses and may include residential Development. This district is predominately located along collector and arterial roads, and highways to provide easy access and visibility.

**2.11.2. Permitted Uses**

Bar  
Car Wash  
Child Care Service  
Community Facility  
Contractor Service  
Earthworks  
Education Service  
Food and Drink Service  
Funeral Home  
Gas Bar  
General Accessory Development  
Government Service  
Hotel  
Indoor Entertainment Establishment  
Indoor Sales and Service  
Motel  
Outdoor Entertainment Establishment  
Park  
Private Club  
Recreation Facility  
Residential Sale Centre  
Theatre  
Tourist Information Centre

**2.11.3. Discretionary Uses**

Automotive and Recreation Vehicle Sales and Service  
Campground  
Cannabis Retail Sales  
Heavy Vehicle and Equipment Sale and Service (see Section 2.11.5.9.)  
Microbrewery  
Mini Storage (see Section 2.11.5.9.)  
Multi-Unit Dwelling  
Outdoor Display Area Accessory Development  
Outdoor Sales and Service  
Outdoor Storage Accessory Development  
Parking Facility  
Recycling Depot  
Religious Assembly  
Shipping Container Accessory Development  
Supportive Living Facility

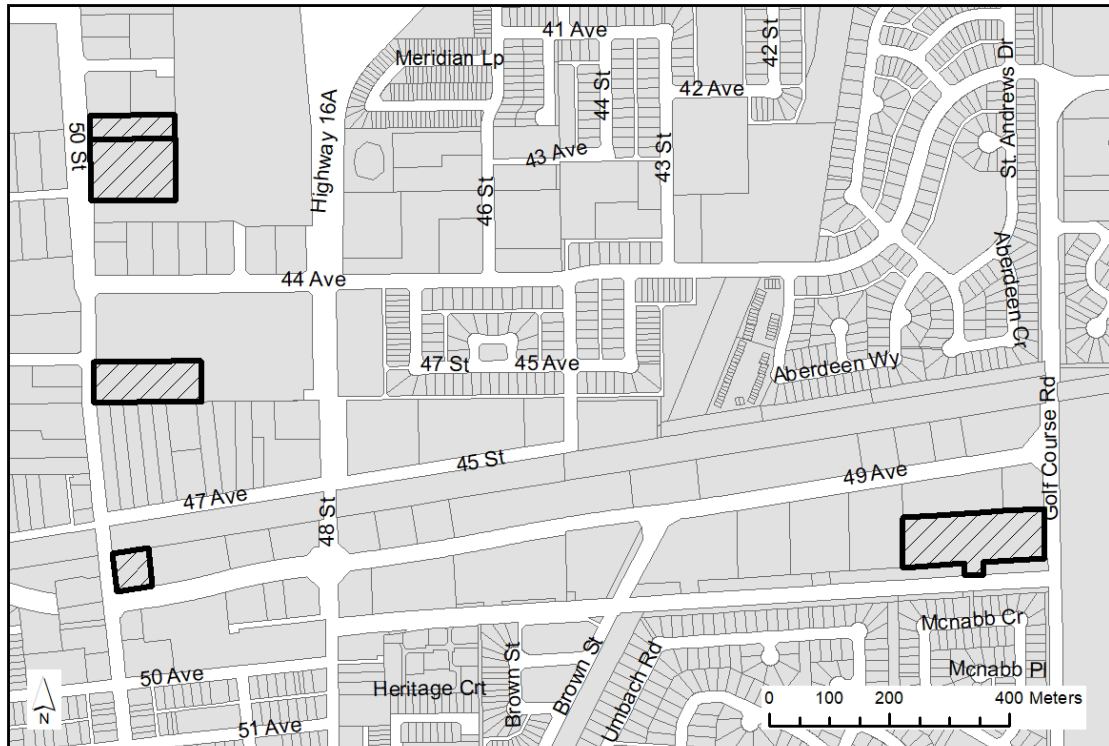
#### **2.11.4. Subdivision Regulations**


1. **Site Area (minimum):**
  - a. 0.20 ha
2. **Municipal Servicing Requirement**
  - a. Full municipal servicing will be required by the Subdivision Authority prior to the endorsement of a plan of subdivision

#### **2.11.5. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 60%
2. **Setback from Highway 16A:**
  - a. No building may be erected within 15.0 m of the Highway 16A right of way
3. **Front and Flankage Yard Setbacks (minimum):**
  - a. 6.0 m
4. **Rear Yard Setbacks (minimum):**
  - a. 7.0 m where a Rear Yard is used to provide vehicular access to the rear of the property
  - b. 6.0 m for all other instances
5. **Side Yard Setbacks (minimum):**
  - a. 7.0 m where a Side Yard is used to provide vehicular access to the rear of the property
  - b. 4.0 m for all other instances
6. **Building Height (maximum):**
  - a. 20.0 m
7. **Access**
  - a. Site access will be determined by the Development Authority, which will be done in consultation with Alberta Transportation and Economic Corridors for any Site located Adjacent to or nearby a highway
8. **Contractor Service Use**
  - a. Contractor Service is only allowed within an enclosed building
9. **Limited Commercial General Uses**
  - a. Development permits for Heavy Vehicle and Equipment Sale and Service and Mini Storage uses in the C2 – General Commercial District will only be approved where these uses are present at the adoption of this Bylaw.
  - b. The following Lots are used for Mini Storage at the adoption of this Bylaw, as shown in Figure 2.11.5.:
    - i. Plan 8193ET Parcel A, comprising both Lots
  - c. The following Lots are used for Heavy Vehicle and Equipment Sale and Service at the adoption of this Bylaw, as shown in Figure 2.11.5.:
    - i. Plan 154HW Parcel A
    - ii. Plan 9023388; RLY; 52
    - iii. Plan 7820441 Block 1 Lot 8

**Figure 2.11.5. – Lots allowed for Heavy Vehicle and Equipment Sale and Service and Mini Storage Uses**



 Lots allowed for Heavy Vehicle and Equipment Sales or Mini Storage Uses

**10. Multi-Unit Dwelling Uses**

- a. Multi-Unit Dwelling Uses in a new development:
  - i. are only allowed above a non-residential use which is identified as a Permitted Use or a Discretionary Use in both the C2 - General Commercial District, in Sections 2.11.2. or 2.11.3., and the C3 - Central Mixed Use District, in Sections 2.12.2. or 2.12.3.;
  - ii. must not front onto roads with a speed limit greater than 60 km/h without a suitable buffer;
  - iii. must be within 200 m of a residential district or C3 – Central Mixed Use District;
  - iv. must be connected to municipal servicing; and
  - v. must have direct access to and connect with the pedestrian walkway system of the Municipality.
- b. Where there is a change of use proposed within an existing development that contains a Multi-Unit Dwelling use above a non-residential use, only a non-residential use identified as a Permitted Use in the C2 - General Commercial District, in Section 2.11.2., and as a Permitted Use or a Discretionary Use in the C3 - Central Mixed Use District, in Sections 2.12.2. or 2.12.3., is allowed.

**2.12.0. C3 – Central Mixed Use District**

**2.12.1. Purpose**

This district provides for a pedestrian-oriented residential, service and retail environment in the historic heart of the community.

**2.12.2. Permitted Uses**

Accessory Dwelling  
Bed and Breakfast  
Community Facility  
Child Care Service  
Duplex Dwelling  
Earthworks  
Education Service  
Food and Drink Service  
General Accessory Development  
Government Service  
Indoor Entertainment Establishment  
Indoor Sales and Service  
Live Work Unit  
Multi-Unit Dwelling  
Park  
Private Club  
Recreation Facility  
Row House Dwelling  
Semi-Detached Dwelling  
Supportive Living Facility

**2.12.3. Discretionary Uses**

Bar  
Cannabis Retail Sales  
Car Wash  
Detached Dwelling  
Funeral Home  
Gas Bar  
Hospital  
Hotel  
Long Term Care Facility  
Major Home Occupation  
Microbrewery  
Outdoor Display Area Accessory Development  
Outdoor Entertainment Establishment  
Outdoor Storage Accessory Development  
Parking Facility  
Religious Assembly  
Residential Sale Centre  
Shipping Container Accessory Development  
Theatre  
Tourist Information Centre

**2.12.4. Subdivision Regulations**


1. **Lot Width along a Road Right of Way (minimum):**
  - a. 3.0 m where there is rear lane access
  - b. 4.5 m where there is no rear lane access
2. **Lot Area (minimum):**
  - a. 140 m<sup>2</sup>

**2.12.5. Development Regulations**

1. **Density (minimum):**
  - a. 35 Dwelling Units per ha, except where there is 1 Dwelling Unit is planned per Lot then no minimum is required
2. **Lot Coverage (maximum):**
  - a. 100% for any Lot between the railway tracks and the lane between 53 Avenue and 54 Avenue that has frontage onto 50 Street, as shown in Figure 2.12.5.
  - b. 60% for all other Lots

**Figure 2.12.5. – Lots required to have a Non-Residential Use on the First Level Above Grade**



 Lots required to have a non-residential use

3. **Front and Flankage Yard Setbacks (minimum):**
  - a. 0.0 m for any Lot between the railway tracks and the lane between 53 Avenue and 54 Avenue that has frontage onto 50 Street, as shown in Figure 2.12.5.

- b. for all other Lots:
  - i. 3.0 m for a residential use
  - ii. 0.0 m for a non-residential use
  - iii. 6.0 m to an attached garage from a Front Lot Line or Flankage Lot Line
- 4. **Rear Yard Setbacks (minimum):**
  - a. 0.0 m for any Lot between the railway tracks and the lane between 53 Avenue and 54 Avenue that has frontage onto 50 Street, as shown in Figure 2.12.5.
  - b. 6.0 m for all other Lots
- 5. **Side Yard Setbacks (minimum):**
  - a. 0.0 m for any Lot between the railway tracks and the lane between 53 Avenue and 54 Avenue that has frontage onto 50 Street, as shown in Figure 2.12.5.
  - b. for all other Lots:
    - i. 1.5 m to a building 10.0 m in height or less
    - ii. 2.0 m to a building more than 10.0 m in height, plus an additional 1.0 m for each additional 5.0 m above 10.0 m in height
- 6. **Building Height (maximum):**
  - a. 25.0 m
- 7. **Comprehensively Planned Sites:**
  - a. Any comprehensively planned site must meet the regulations in Section 2.7.6, and where a conflict exists between regulations in Section 2.7.6 and regulations in Section 2.12.5., regulations in Section 2.12.5. prevail
- 8. **Development along 50 Street**
  - a. Any Development on a Lot between the railway tracks and the lane between 53 Avenue and 54 Avenue that has frontage onto 50 Street must contain a non-residential use on the first level above grade along 50 Street, as shown in Figure 2.12.5.

**2.12.6. Development Standards**

- 1. Where any Development south of the centre line of 50 Avenue is non-residential on the first level above grade, as shown in Figure 2.12.6.:
  - a. no lands between the Facade of the building and the Front Lot Line are allowed to be used for parking, storage or as a garage, except north of 50 Avenue, and
  - b. a principal entry is required in the front Facade of the building
- 2. Driveways and parking for a new Development are restricted to the rear of a property where there is lane access
- 3. Developments are not permitted to have drive-through operations

**Figure 2.12.6. – Lots with Development Restrictions for Non-Residential Uses on the First Level Above Grade**



**2.13.0. M1 – Business Industrial District**

**2.13.1. Purpose**

This district provides for commercial, and light and medium industrial uses.

**2.13.2. Permitted Uses**

Automotive and Recreation Vehicle Sales and Service  
Car Wash  
Contractor Service  
Earthworks  
Gas Bar  
General Accessory Development  
Government Service  
Heavy Vehicle and Equipment Sale and Service  
Heavy Vehicle and Equipment Wash Facility  
Indoor Entertainment Establishment  
Indoor Farm  
Indoor Sales and Service  
Light Industrial  
Microbrewery  
Mini Storage  
Outdoor Display Area Accessory Development  
Outdoor Sales and Service  
Outdoor Storage Accessory Development  
Park  
Prefabricated Structure Accessory Development  
Recycling Depot  
Shipping Container Accessory Development  
Warehousing

**2.13.3. Discretionary Uses**

Adult Entertainment  
Auctioneering  
Campground  
Cannabis Production and Distribution Facility  
Cannabis Retail Sales  
Distillery  
Education Service  
Hotel  
Food and Drink Service  
Kennel  
Medium Industrial  
Motel  
Outdoor Entertainment Establishment  
Private Club  
Recreation Facility  
Religious Assembly  
Snow Dump Site  
Surveillance Suite Accessory Development

Tourist Information Centre  
Veterinary Hospital

#### **2.13.4. Subdivision Regulations**

1. **Site Area (minimum):**
  - a. 0.20 ha for Sites with full municipal servicing
  - b. 0.80 ha for Sites without full municipal servicing
2. **Municipal Servicing Requirement**
  - a. Full municipal servicing will be required by the Subdivision Authority prior to the endorsement of a plan of subdivision

#### **2.13.5. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 60%
2. **Front and Flankage Yard Setbacks (minimum):**
  - a. 6.0 m from the building to the Front Lot Line or Flankage Lot Line, except where a greater distance is deemed necessary by the Development Authority
3. **Rear Yard Setbacks (minimum):**
  - a. 7.0 m where a Rear Yard is used to provide vehicular access to the rear of the property
  - b. 6.0 m where a Rear Yard Abuts a residential district
  - c. 3.0 m in all other instances
4. **Side Yard Setbacks (minimum):**
  - a. 7.0 m where a Side Yard is used to provide vehicular access to the rear of the property
  - b. 6.0 m where a Side Yard Abuts a residential district
  - c. 2.0 m in all other instances
5. **Building Height (maximum):**
  - a. 20.0 m
6. **Landscaping**
  - a. 2.0 m of landscaping along road rights of way must be provided if there is no landscaping within Adjacent road right of way boulevards

**2.14.0. P1 – Parks District**

**2.14.1. Purpose**

This district provides land for the Development of parks to meet the active and passive recreational pursuits of the public.

**2.14.2. Permitted Uses**

Campground  
Cemetery  
Community Garden  
Earthworks  
General Accessory Development  
Park  
Recreation Facility

**2.14.3. Discretionary Uses**

Bar  
Community Facility  
Education Service  
Food and Drink Service  
Indoor Entertainment Establishment  
Indoor Sales and Service  
Outdoor Entertainment Establishment  
Parking Facility  
Prefabricated Structure Accessory Development  
Religious Assembly  
Shipping Container Accessory Development  
Tourist Information Centre

**2.14.4. Development Regulations**

1. **Front, Rear, Side and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m
  - b. 6.0 m where a Yard Abuts a residential district
2. **Building Height (maximum):**
  - a. 20.0 m
3. **Landscaping:**
  - a. 2.0 m of landscaping along road rights of way must be provided if there is no landscaping within Adjacent road right of way boulevards
4. **Discretionary Commercial Uses:**
  - a. Bar, Food and Drink Service, Indoor Entertainment Establishment and Indoor Sales and Service will only be allowed in association with a Permitted Use

**2.15.0. P2 – Community Services District**

**2.15.1. Purpose**

This district provides for the Development of publicly or privately owned community services.

**2.15.2. Permitted Uses**

Community Facility  
Community Garden  
Child Care Service  
Earthworks  
Education Service  
General Accessory Development  
Government Service  
Hospital  
Outdoor Storage Accessory Development  
Park  
Recreation Facility  
Religious Assembly

**2.15.3. Discretionary Uses**

Bar  
Cemetery  
Food and Drink Service  
Indoor Entertainment Establishment  
Indoor Sales and Service  
Outdoor Entertainment Establishment  
Parking Facility  
Prefabricated Structure Accessory Development  
Private Club  
Shipping Container Accessory Development  
Surveillance Suite Accessory Development  
Theatre  
Tourist Information Centre

**2.15.4. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 70%
2. **Front, Rear, Side and Flankage Yard Setbacks (minimum):**
  - a. 4.0 m
  - b. 6.0 m where a Yard Abuts a residential district
3. **Building Height (maximum):**
  - c. 20.0 m
4. **Landscaping**
  - d. 2.0 m of landscaping along road rights of way must be provided if there is no landscaping within Adjacent road right of way boulevards

5. **Discretionary Commercial Uses:**

- a. Bar, Food and Drink Service, Indoor Entertainment Establishment, Indoor Sales and Service, Outdoor Entertainment Establishment and Theatre uses will only be allowed in association with a Permitted Use

**2.16.0. P3 – Utility District**

**2.16.1. Purpose**

This district provides land for major utilities.

**2.16.2. Permitted Uses**

Earthworks  
General Accessory Development  
Government Service  
Park

**2.16.3. Discretionary Uses**

Energy Generating Facility  
Outdoor Storage Accessory Development  
Parking Facility  
Prefabricated Structure Accessory Development  
Recreation Facility  
Recycling Depot  
Shipping Container Accessory Development  
Snow Dump Site  
Transfer Station

**2.16.4. Development Regulations**

1. **Lot Coverage (maximum):**
  - a. 70%
2. **Landscaping**
  - a. 2.0 m of landscaping along road rights of way must be provided if there is no landscaping within Adjacent road right of way boulevards
3. **Building Height (maximum):**
  - a. 20.0 m
4. **Front, Rear, Side and Flankage Yard Setbacks (minimum):**
  - a. 6.0 m

## **2.17.0. FD – Future Development District**

### **2.17.1. Purpose**

This district reserves those areas within the municipality which are rural in character until such time that the land is required for urban purposes. Development must be consistent with the future development concepts within the Municipal Development Plan. The redistricting of land to other land use districts will normally occur subsequent to the approval of an area structure plan and prior to the endorsement of a proposed subdivision.

### **2.17.2. Permitted Uses**

Accessory Dwelling  
Community Garden  
Earthworks  
General Accessory Development  
Indoor Farm  
Park  
Rural Farm

### **2.17.3. Discretionary Uses**

Auctioneering  
Bed and Breakfast  
Campground  
Cannabis Production and Distribution Facility  
Cemetery  
Contractor Service  
Detached Dwelling  
Kennel  
Major Home Occupation  
Medium Industrial  
Outdoor Display Area Accessory Development  
Outdoor Sales and Service  
Outdoor Storage Accessory Development  
Prefabricated Structure Accessory Development  
Recreational Vehicle Storage Facility  
Religious Assembly  
Shipping Container Accessory Development  
Veterinary Hospital

### **2.17.4. Subdivision Regulations**

1. **Density (maximum):**
  - a. 1 Dwelling Unit per Lot
  - b. 1 Accessory Dwelling per Lot may be allowed where the Accessory Dwelling will not prejudice the possibility of future Development of the area
2. **Site Area (minimum):**
  - a. 8.0 ha
3. **Area Structure Plan Requirement**
  - a. Preparation and adoption of an area structure plan will be required by the Subdivision Authority prior to consideration of an application for redistricting or subdivision


- b. Adoption of an area structure plan is not required when the first, and a single lot, is being subdivided out of a quarter section.

#### **2.17.5. Development Regulations**

1. **Front, Rear, Side and Flankage Yard Setbacks (minimum):**
  - a. 6.0 m
2. **Building Height (maximum):**
  - a. 12.0 m, except in the case of buildings or structures accessory to a farm operation
3. **Rural Farm Uses**
  - a. Rural Farm uses must not include any intensive agricultural Developments, such as the breeding and raising of fur bearing animals, poultry, hogs or feedlot operations
  - b. Structures related to Rural Farm uses involving livestock will not be allowed within 100 m of a residential or commercial district
4. **Future Development Considerations**
  - a. The Development Authority may specify the length of time a use is allowed in this district having regard for the servicing and future urban development of the subject land
5. **Limited Future Development Uses**
  - a. Development permits for Auctioneering, Campground, Cannabis Production and Distribution Facility, Cemetery, Contractor Service, Kennel, Outdoor Sales and Service, Outdoor Storage Accessory Development, Prefabricated Structure Accessory Development, Recreational Vehicle Storage Facility, Shipping Container Accessory Development and Veterinary Hospital uses in the FD – Future Development district will only be approved where these uses are not within a residential subdivision or on a Lot where a residential use is the Principal Use
6. **Limited and Temporary Medium Industrial Uses**
  - a. A development permit may only be issued for Medium Industrial uses within NW  $\frac{1}{4}$  Section 6-53-27-W4, as shown in Figure 2.17.5.
  - b. A development permit under Section 2.17.5.6.a. may only be issued and valid:
    - i. until December 31, 2026, unless an area structure plan is approved for the subject area that supports a Medium Industrial use; and
    - ii. when the use does not require servicing.

**Figure 2.17.5. – Area Allowed for Medium Industrial Uses**



 Area Allowed for Medium Industrial Uses

## **PART 3 - GENERAL REGULATIONS**

### ***Site Development***

#### **3.1.0. Communal Amenity Space**

##### **3.1.1. Communal Amenity Space Regulations**

1. A Development that contains 50 or more Dwelling Units that requires a comprehensive site development and servicing plan, or a Multi-Unit Dwelling containing 50 or more Dwelling Units, is required to provide communal amenity space for passive or active recreational use.
2. Communal amenity space must be indoor or outdoor space, or a combination thereof, including but not limited to Landscaped courtyards, communal gardens, public seating areas, swimming facilities, fitness rooms, party rooms, dining or kitchen areas, games rooms and play areas for children complete with equipment.
3. A minimum communal amenity area of 2.0 m<sup>2</sup> per dwelling must be provided and be developed as recreational space and be grouped into areas of not less than 50.0 m<sup>2</sup>.

### **3.2.0. Comprehensive Site Development and Servicing Plan**

#### **3.2.1. Comprehensive Site Development and Servicing Plan Regulations**

1. Where a Site is composed of multiple Lots or is to be developed in phases, the Development Authority requires the submission of a comprehensive site development and servicing plan for the entire project area.
2. Where a Lot includes more than one building or use, the Development Authority may require the submission of a comprehensive site development and servicing plan for the entire project area.
3. A comprehensive site development and servicing plan must:
  - a. show the location of all existing and proposed Lot Lines, easements or rights of way, buildings, structures, parking and loading areas, drive aisles, roads, lanes, accesses, sidewalks, trails, surface and underground utilities, surface drainage patterns, landscaping, vegetation, and other features reasonably required, such as signage, vehicular directional signs, garbage enclosures and fencing to ensure compliance with the provisions of this Bylaw;
  - b. include dimensions and details of the items listed in Section 3.2.1.3.a. reasonably required to ensure compliance with the provisions of this Bylaw; and
  - c. provide an internal pedestrian circulation system designed to have direct and visible connections to the public pathway system and facilitate safe pedestrian movement throughout the site.

### **3.3.0. Landscaping**

#### **3.3.1. Landscape Plan Required**

1. A landscaping plan is required for any development permit application within:
  - a. R6 – Comprehensively Planned Residential District;
  - b. R8 – High Density Residential District;
  - c. C1 – Local Commercial District; and
  - d. C2 – General Commercial District.
2. A landscaping plan may be required for any development permit application within:
  - a. R7 – Multi-Unit Building Residential District;
  - b. C3 – Central Mixed Use District;
  - c. M1 – Business Industrial District;
  - d. P1 – Parks District;
  - e. P2 – Community Services District; and
  - f. P3 – Utility District.
3. Landscaping work may only commence once a landscaping plan is approved by the Development Authority.
4. The Development Authority may require that the applicant provide security for landscaping.
5. Any changes to an approved Landscape plan must be authorized by the Development Authority.

#### **3.3.2. Landscape Plan Content**

1. Where a Landscape plan is required, it must include the following:
  - a. boundaries and dimensions of the Site and Adjacent land uses;
  - b. location of Adjacent sidewalks, trails, driveway entrances, lanes, and the location and name of Adjacent roads;
  - c. footprint and dimensions for all buildings or structures;
  - d. location of any utility lines or rights of way;
  - e. location and description or illustrations of all existing or proposed physical features, which may include Fences, flower beds, berm contours, outdoor furniture, decorative paving, water features; and
  - f. location of all existing and proposed plant materials, with a descriptive list identifying the common and botanical name, quantity and size at planting.

#### **3.3.3. General Landscaping Regulations**

1. Landscaping must be provided in those areas of the Site, which are not covered by buildings, required parking areas and maneuvering areas, unless otherwise specified in the district in which the Site is located.
2. For residential uses, a minimum of 20% of the Lot must be Landscaped.
3. For residential Lots with less than three dwellings, the Front Yard must be Landscaped to:
  - a. a minimum of 15% for Pie-Shaped Lots; and
  - b. a minimum of 20% for all other types of Lots.
4. For a commercial use, a minimum of 10% of the Lot must be Landscaped, which must include any area within 2.0 m of:
  - a. the front Lot Line; or
  - b. a side Lot Line that Abuts a road right of way or a residential district.
5. For an industrial use, any area within 2.0 m of the following must be Landscaped, except where a 2.0 m wide Landscaped boulevard is provided within the Adjacent road right of way:

- a. the Front Lot Line; or
  - b. a Side Lot Line that Abuts a road right of way or a residential district.
6. In any Landscaped area for a non-residential Lot, trees or shrubs must be planted in the overall minimum ratio of one tree or two shrubs per 75.0 m<sup>2</sup> of the area to be Landscaped.
  7. In any Landscaped area for a Multi-Unit Dwelling Development and for a residential Lot that requires a comprehensive site development and servicing plan, trees or shrubs must be planted in the overall minimum ratio of one tree or two shrubs per 50.0 m<sup>2</sup> of the area to be Landscaped.
  8. Plant materials must be:
    - a. deciduous trees – minimum caliper 40 mm;
    - b. coniferous trees – minimum height 1.2 m;
    - c. shrubs – minimum height or spread of 0.50 m; and
    - d. hardy to the Stony Plain region.
  9. Landscaping must be completed within two years of the issuance of a permit, except where a Development Authority determines that based on the complexity or significance of a Development that one additional year may be given to complete the landscaping.
  10. Rooftop landscaping may be used to meet up to 50% of a landscaping coverage requirement of a Site within the C1 – Local Commercial District, C2 – General Commercial District, C3 – Central Mixed Use District, R6 – Comprehensively Planned Residential District and R8 – High Density Residential District when within common areas.

### **3.4.0. Lighting**

#### **3.4.1. Lighting Requirements**

1. Where artificial outdoor lighting is provided to illuminate any Lot, building or Site, the type and location of lighting must:
  - a. serve a useful purpose and be limited to what is necessary for the particular use;
  - b. be designed, planned and implemented appropriately;
  - c. avoid undue illumination of the neighbouring parcels;
  - d. not adversely affect the use, enjoyment and privacy of any dwelling and its amenity spaces; and
  - e. not interfere with traffic safety on any road.

### **3.5.0. Natural Conservation Areas**

#### **3.5.1. Natural Conservation Area Requirements**

1. A natural conservation area is an area of park space intended to be kept in a state that preserves natural landscaping and drainage patterns, creates and supports habitats and encourages ecological sustainability.
2. Development within a natural conservation area will be limited to educational signage, enhanced stormwater drainage and maintenance, pathways, sitting areas and similar landscaping elements.
3. Development within a natural conservation area will follow principles of dark sky and low impact development.
4. Maintenance within a natural conservation area will focus on naturalization with native vegetation, management of invasive species and safety.
5. The following lands shown in Figure 3.5.1. are considered to be natural conservation areas.

Figure 3.5.1. – Natural Conservation Area



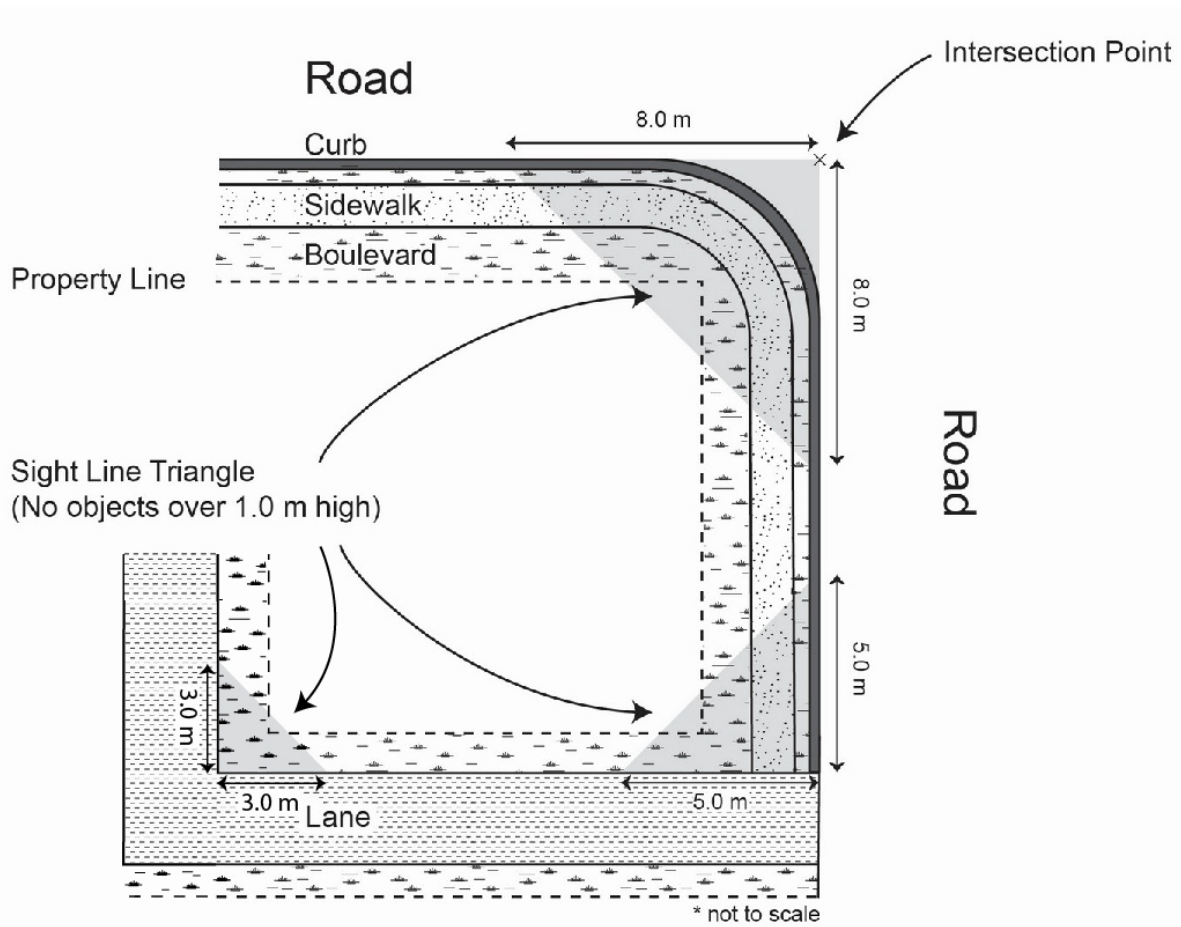
 Natural Conservation Area

### **3.6.0. Sight Line Control**

#### **3.6.1. Sight Line Control Regulations**

1. The location of a building on a corner Site is subject to approval by the Development Authority who may take into account:
  - a. the location of existing Adjacent buildings; and
  - b. the required Setback on Adjacent Sites.
2. There will be no planting, structure or other object more than 1.0 m in height in or on that part of a corner Site located within any district other than a commercial building in the C3 – Central Mixed Use District, which lies within any sight triangle as described below and shown in Figure 3.6.1.:
  - a. where two roads intersect, the sight triangle is the area contained between three points, which are located at the point where the curbs of the interacting roads would intersect if extended and each point along each curb of the intersecting roads that is 8.0 m from the first point;
  - b. where a road intersects with a lane, the sight triangle is the area contained between three points, which are located at the point where the curb of the interacting road meets the edge of the Hard Surfaced portion of the lane, the point along the curb of the intersecting road that is 5.0 m from the first point and the point along the edge of the Hard Surfaced portion of the lane that is 5.0 m from the first point; or
  - c. where a lane intersects with a lane, the sight triangle is the area contained between three points, where the Hard Surfaced portion of the interacting lane meets the edge of the Hard Surfaced portion of the other lane, the point along the edge of the intersecting lane that is 3.0 m from the first point, and the point along the edge of the other lane that is 3.0 m from the first point.

Figure 3.6.1. – Sight Line Triangle



**3.7.0. Solid Waste, Recycling and Organic Collection Facilities**

**3.7.1. Solid Waste, Recycling and Organic Collection Facility Requirements**

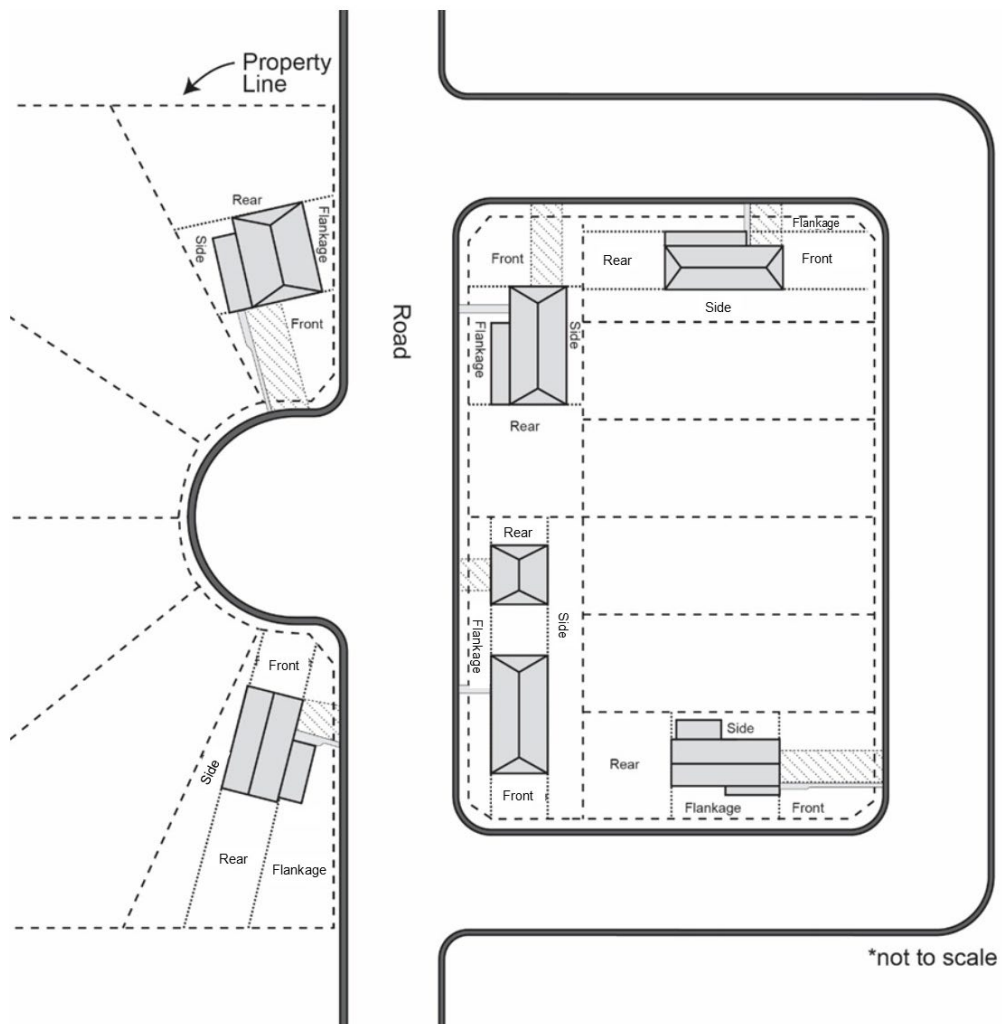
1. All Developments must provide a facility for the collection of solid waste, recycling and organic material suitable for the intended land use.
2. Solid waste, recycling and organic facilities must be:
  - a. equipped with weatherproof and animal proof containers;
  - b. screened from Adjacent Sites and public thoroughfares; and
  - c. provided in a location easily accessible for pickup.

### 3.8.0. Yards and Projections into Yards

#### 3.8.1. Determining Yards

1. The Front Yard for an internal Lot is the portion of the Site that Abuts the road.
2. To determine the Front Yard on a Corner Lot, consideration will be given to the orientation of the Lots on the same block face and will be taken on the same road as the Abutting properties.
3. The Front Yard for Lots other than a corner Site, that have frontage onto two roads, will be determined by the Development Authority, consideration will be given to the orientation of other buildings in the area.

Figure 3.8.1. – Yard Types



#### 3.8.2. Yard Requirements

1. An improvement, such as a retaining wall, unenclosed patio, sidewalk or set of steps, within a Yard must be contained within the Lot and not cross any Lot Lines except when the improvement provides access from the Site to a road right of way.

**3.8.3. Projection allowed into Yards**

1. Projections over or into a Yard are not permitted unless they are described in Table 3.8.3.
2. Notwithstanding Section 3.8.3.1., Decks and balconies may not project into any minimum separation distances between buildings.

<b>TABLE 3.8.3. PROJECTIONS ALLOWED INTO YARDS</b>				
<b>Structure</b>	<b>Front Yard</b>	<b>Rear Yard</b>	<b>Side and Flankage Yards</b>	<b>Requirement</b>
Sills, Eaves, Gutters	0.6 m	0.6 m	0.6 m	
Exterior steps, staircases, landings, or wheelchair ramps	Up to the Lot Line	Up to the Lot Line	Up to the Lot Line	These structures in a Yard must not cause obstruction for emergency access to any other Yard.
Chimneys, Chimney chase	0.6 m	0.6 m	0.6 m	These may not include living space features like bookcases, closets or shelving that are part of a cantilever-like projection.
Cantilevers	0.6 m	0.6 m	None	All cantilevers must meet the minimum required Side Yard Setbacks.
Bay windows, Bow windows	0.6 m	0.6 m	None	Bay and bow windows are not allowed in any required Side Yard.
Decks, balconies	None	3.5 m	None	These projections are for the C3, R1, R2, R4, R5, R6, and R7 Districts.
Decks, balconies	2.5 m	2.5 m	None	These projections are for the R8 District.

**3.8.4. Yard Setback Exceptions**

1. Provided that Lot grading and any necessary emergency access are not impacted, the minimum distances required for Yards do not apply to:
  - a. construction wholly beneath the surface of the ground other than storage tanks; and
  - b. an improvement provided that their floor surface does not rise more than 0.60 m above the finished ground elevation.

## ***Temporary Development***

### **3.9.0. Temporary Development**

#### **3.9.1. Temporary Development Regulations**

1. An application for a Temporary Development, may be considered by the Development Authority, provided that the use, building, or structure is listed as a Permitted Use or Discretionary Use, in the relevant land use district.
2. A Temporary Development may be approved for a period of up to three years.
3. For a Temporary Development, the Development Authority may require the submission of a site remediation plan and may require a development security deposit which will only be returned once the Temporary Development ceases and the Site has been remediated to the satisfaction of the Development Authority.
4. The Development Authority may exempt Temporary Developments from landscaping, Hard Surfaced parking, and internal roadway requirements, where meeting these requirements would cause undue hardship for the final build-out of the Site.
5. Where a temporary development involves outdoor storage, the development will only be allowed within the M1 – Business Industrial District and a wooden Fence or other product of equal screening value must be constructed to a minimum of 1.8 m and a maximum of 2.4 m in height to screen the outdoor storage.

## ***Proximity to Features***

### **3.10.0. Proximity to a Railway Right of Way**

#### **3.10.1. Proximity to a Railway Right of Way Requirements**

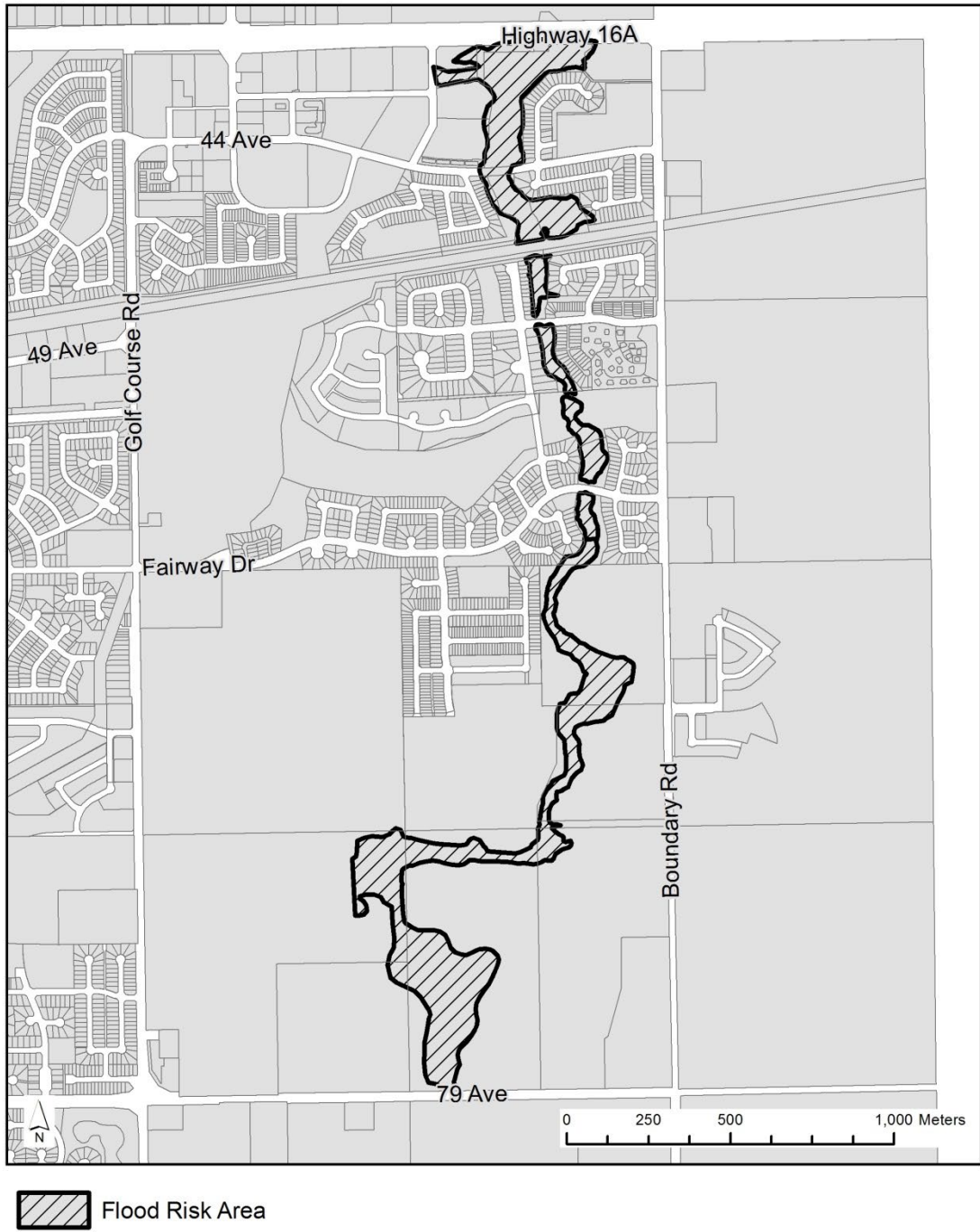
1. Any residential, Long Term Care Facility, Supportive Living Facility, Hotel, Motel, Education Service, Religious Assembly, Community Facility, Hospital or Child Care Service uses must be a minimum distance of 30.0 m from the boundary of the railway right of way to the nearest wall of the building.
2. All other uses must be a minimum distance of 15.0 m from the boundary of the railway right of way to the nearest wall of the building.

### **3.11.0. Proximity to a Water Body or a Stream Course**

#### **3.11.1. Proximity to a Water Body or a Stream Course Requirements**

1. Where any proposed Development or subdivision is within 30.0 m of a water body or a stream course, the Development Authority may require a study to determine the location of:
  - a. Flood Risk areas; and
  - b. Flood Fringe areas.
2. In the case of the lands Adjacent to Atim Creek where the Flood Risk areas are shown on Figure 3.11.1., the Development Authority may require a study to determine the location of Flood Fringe areas.
3. Notwithstanding any other provision of this Bylaw, where the study specified above indicates the presence of Flood Risk and Flood Fringe areas, the Development Authority may:
  - a. not permit any new buildings or other structures, or storage in the Flood Risk area;
  - b. allow land to be improved to provide an opportunity for Development where:
    - i. a deeper channel that ensures adequate storage capacity is constructed;
    - ii. a drainage outlet with mitigation to achieve no net loss of flood storage is constructed; and
    - iii. reclamation and naturalization of the drainage channel to re-establish riparian areas is constructed;
  - c. required that all windows and opening in new buildings within the Flood Fringe area be located a minimum of 0.50 m in elevation above the 1 in 100-year flood level;
  - d. require the determination of a safe building elevation; and
  - e. require a stormwater drainage plan be established.

**Figure 3.11.1. – Flood Risk Area Adjacent to Atim Creek**



**3.12.0. Proximity to a Well Site, Pipeline or Utility Easement**

**3.12.1. Proximity to a Well Site, Pipeline or Utility Easement Requirements**

1. No building or structure or foundation of any kind is allowed within:
  - a. 5.0 m of an easement or right of way containing a major intermunicipal pipeline; except where a greater setback is required by a provincial or federal regulatory having jurisdiction.
2. Subject to the terms in a utility easement, no structure other than a Fence may be constructed or placed on that utility easement unless:
  - a. written consent has been obtained from the person for whose use the easement has been granted; and
  - b. the proposed structure does not restrict access to the utility easement for the purpose of installation and maintenance of the utility in the opinion of the Development Authority.

## ***Use Classes***

### **3.13.0. Campgrounds**

#### **3.13.1. Campground Regulations**

1. A comprehensive site development and servicing plan is required for a Campground and must show the location of all campsites.
2. Internal roads for Campgrounds must be a minimum of 8.0 m wide and be finished to an all-weather standard.
3. Each Recreational Vehicle parking stall must be finished to an all-weather standard.
4. Traffic control and directional signage must be provided on-site to direct traffic internal traffic.
5. Two queuing spaces must be provided at the office with a minimum length of 12.0 m and width of 4.0 m to accommodate large vehicles.
6. A minimum of 10% of the Site area must be provided for common amenity space.
7. Pedestrian walkways must have a minimum width of 1.2 m and connect campsites to all amenities.
8. A maximum of 50% of the campsites may be dedicated to year-round camping.
9. A General Accessory Development is not allowed within a campsite.
10. Connection to municipal services is required for the Site, where available.
11. Year-round campsites must be serviced with water and sewer connections.
12. Potable water must be available on-site for seasonal campsites.

### **3.14.0. Cannabis Production and Distribution Facility**

#### **3.14.1. Cannabis Production and Distribution Facility Regulations**

1. For a Cannabis Production and Distribution Facility:
  - a. the owner or applicant must provide, as a condition of development permit, a copy of the current license and all subsequent license renewals for all activities associated with medical Cannabis production issued by the federal department with jurisdiction;
  - b. the owner or applicant must obtain all other approvals, permits, authorizations, consents or licenses that may be required to ensure compliance with applicable federal, provincial or municipal legislation;
  - c. all processes and functions of the Development must be fully enclosed within a stand-alone building, including but not limited to, all loading spaces and docks, garbage containers, storage and waste material;
  - d. the Development must be a singular use and may not be operated in conjunction with any other land uses;
  - e. the Development must include equipment designed and intended to remove odours from the air where it is discharged from the building as part of a ventilation system;
  - f. the Development must be located a minimum of 100 m from a residential district;
  - g. the Development Authority may require, as a condition of development permit, a waste management plan, completed by a qualified professional that includes details regarding:
    - i. the incineration of waste products and airborne emissions, including odours;
    - ii. the quantity and characteristics of liquid and waste material discharged by the facility; and
    - iii. the method and location of collection and disposal of liquid and waste material;
  - h. the minimum number of parking stalls will be based on the requirements for a single industrial use as per Table 4.1.1.b.;
  - i. fencing of the Site is required, subject to the provisions of Section 3.22.1.;
  - j. medical Cannabis production facilities must not be constructed with a zero Lot Line;
  - k. notwithstanding the provisions of Part 5 Sign Regulations, no sign may be displayed on the Site that identifies the use; and
  - l. the Development may be subject to periodic inspections to ensure compliance with this Bylaw, the approved development permit and other municipal bylaws.

### **3.15.0. Cannabis Retail Sales**

#### **3.15.1. Cannabis Retail Sale Regulations**

1. Any Site containing Cannabis Retail Sales must be located a minimum of 100 m from any Site being used as a public or private education services or a provincial health care facility at the time of the application for a development permit for Cannabis Retail Sales, and for the purposes of this subsection only:
  - a. the term “public or private education services” is limited to early childhood education, and elementary through to high schools inclusively, and does not include Child Care Services, dance schools, driving schools or other commercial schools; and
  - b. the 100 m separation distance will be measured from the closest point of any Site being used as a public or private education service or provincial health care facility property boundary to the closest point of the primary access to the Cannabis Retail Sales unit in the building in which the Cannabis Retail Sales unit is located, and may not be measured from the district boundaries.
2. Notwithstanding Section 1.2.2., a Development Authority may not grant a variance to subsection Section 3.15.1.1.
3. Prior to the issuance of a development permit, the Development Authority may conduct a Site assessment, taking into account land use impacts including, but not limited to, exterior illumination, landscaping, screening, signs and access.
4. The Development Authority may require lighting, signage, landscaping or screening measures that ensure the proposed Development is compatible with Adjacent or nearby residential, commercial, industrial or community services uses.
5. The Development Authority will impose conditions on every development permit issued for Cannabis Retail Sales requiring that the Development:
  - a. may commence once legalized and authorized by and compliant with federal or provincial legislation; and
  - b. must commence within six months of the date of approval of the development permit or the development permit becomes void and re-application is required.
6. For the purpose of Section 3.15.5., Development commences when the Cannabis Retail Sales use is established or begins operation.

**3.16.0. Earthworks**

**3.16.1. Earthwork Requirements**

1. Notice of an approved development permit for Earthworks may be mailed to all landowners within 30.0 m of the Site or Lot or whose property the Development Authority believes may be affected by the decision.
2. Earthworks is not permitted on a Site or Lot less than 0.2 ha in area.
3. Earthworks will not adversely affect the subject or adjacent properties.
4. Earthworks will be undertaken in a manner which mitigates the exposure of loose soil and the creation of dust or airborne debris.

### **3.17.0. Major Home Occupations**

#### **3.17.1. Major Home Occupation Regulations**

1. A Major Home Occupation:
  - a. must be incidental and subordinate to the principal residential use of the dwelling and must not change the external appearance or character of the dwelling or the residential character of the area;
  - b. may not be a source of noise, vibration, smoke, dust, odour, heat or glare that is unsuitable for a residential use and would be more appropriately located in a commercial or industrial district;
  - c. may not occupy more than 25% of the total gross floor area of all the buildings on the Site, to a maximum of 40.0 m<sup>2</sup>;
  - d. must be conducted entirely within the principal dwelling or accessory development;
  - e. may not include outdoor storage of equipment, materials, commodities, or finished products;
  - f. may have a maximum of one business related utility trailer with a maximum length of 6.0 m, including the hitch, parked on the Lot at one time;
  - g. requires one additional parking space be provided on the Lot;
  - h. may involve direct retail sales or services from the premise;
  - i. will not be allowed on a Lot with an Accessory Dwelling or a Family Day Home, except in the C3 – Central Mixed Use District;
  - j. will not be approved on a Lot which has an existing approved Development Permit for a Major Home Occupation;
  - k. does not include any type of Automotive and Recreational Vehicle Sales and Service, repair or industrial type business;
  - l. does not include a Cannabis Retail Sales or a Cannabis Production and Distribution Facility; and
  - m. may have a maximum of one business related vehicle parked on the Lot at one time.
2. Where an additional parking space is required for a Major Home Occupation, that parking space must be made available to the clients for that Major Home Occupation during the hours in which the business is operating.
3. There must be no storage of dangerous or hazardous goods which would not reasonably be used in association with the residential use of the dwelling.
4. No commodity other than the product or service of the Major Home Occupation may be sold on the premises.
5. Except for a resident of the dwelling, no employee of a Major Home Occupation may undertake any work at the dwelling or park a vehicle on the Lot where the Major Home Occupation is located.
6. The Development Authority may place conditions including but not limited to hours and days of operation to mitigate or remove inconvenience to Adjacent landowners.

### **3.18.0. Residential Sale Centres**

#### **3.18.1. Residential Sale Centre Regulations**

1. A Residential Sale Centre may be allowed, subject to issuance of a development permit and may be subject to a development agreement in consideration to emergency access and limiting conversion of the Residential Sale Centre to a dwelling.
2. Where a Residential Sale Centre is proposed on land that is not fully serviced, it will be subject to a development agreement.
3. A Residential Sale Centre must meet the Setback regulations of the district it is located within.
4. The appearance of the Residential Sale Centre must be maintained in an aesthetically pleasing manner.
5. The Site on which the Residential Sale Centre is located must be maintained in an orderly manner and will provide hard surface access for pedestrians accessing the Site.
6. Required parking must be provided on Site.
7. A development permit application for a Residential Sale Centre will include:
  - a. a site plan showing the proposed building location, dimensions, and Setbacks;
  - b. elevation drawings, including building height;
  - c. details for proposed parking with dimensions of parking stalls; and
  - d. location of exterior lighting.
8. In the case of a portable or mobile Residential Sale Centre:
  - a. the building may operate as a Residential Sale Centre for a period not exceeding 24 months unless an extension is granted by the Development Authority; and
  - b. the structure must be removed within 24 hours of the expiration of a development permit.

### **3.19.0. Surveillance Suites**

#### **3.19.1. Surveillance Suite Regulations**

1. Only one Surveillance Suite Accessory Development is allowed per Lot.
2. The maximum floor area of a Surveillance Suite Accessory Development is 100 m<sup>2</sup>.
3. A Surveillance Suite Accessory Development may only be used accessory to an approved Principal Use on the Site that is not a Temporary Development.
4. A Surveillance Suite Accessory Development will only be approved to provide an accommodation where the occupant of the Surveillance Suite Accessory Development performs a security function that is necessary for the operation of the Principal Use or building.
5. Where a Surveillance Suite Accessory Development is not part of the principal building, it must be placed in accordance with the following:
  - a. a minimum of 2.0 m from any buildings;
  - b. a minimum of 2.4 m from the Rear Lot Line;
  - c. must not be located within the Front Yard;
  - d. must not be located within a Side Yard Setback; and
  - e. must not obstruct access to the rear of the Site.

## ***Accessory Development***

### **3.20.0. Accessory Development**

#### **3.20.1. General Accessory Development Regulations**

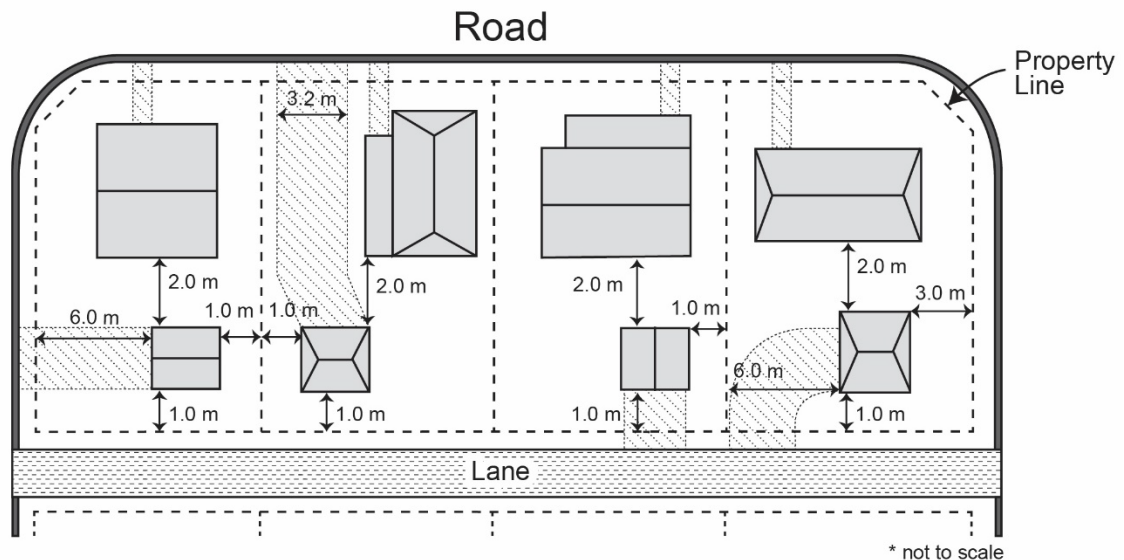
1. A General Accessory Development, as defined in this Bylaw, is allowed in a district when accessory to a Principal Use prescribed within a district for which a development permit has been issued.
2. The combined Lot Coverage of one or more principal buildings and any General Accessory Development must not exceed the Lot Coverage of that district.
3. Any General Accessory Development that has an area greater than 10.0 m<sup>2</sup> will require a development permit.
4. A General Accessory Development may not be used for human occupancy unless it is approved as an Accessory Dwelling or Surveillance Suite Accessory Development.
5. A non-residential General Accessory Development may be located within a Side Yard as long as it does not impede access to the rear of the property;
6. No General Accessory Development may be located in the Front or Flankage Yard unless otherwise specified in this Bylaw.
7. Notwithstanding any other provision of this Bylaw, a shipping container may be considered a General Accessory Development for the purpose of temporary storage and transportation and allowed for up to 30 days in residential and commercial districts if it meets Side Yard Setbacks and does not impact more than one on-site parking space.
8. A Swimming Pool is a type of General Accessory Development and will:
  - a. not be located within any required Front Yard;
  - b. have the water surface be a minimum of 1.5 m from a Lot Line; and
  - c. not have diving boards, slides and other accessory uses encroach onto the Setback requirements.
9. A playhouse, play equipment, gazebo, other outdoor structure or combination of any of these is a type of General Accessory Developments and will:
  - a. not be located less than 1.0 m from the side or Rear Lot Lines;
  - b. not encroach on Front Yard Setbacks; and
  - c. not be more than 4.0 m in height.

#### **3.20.2. General Accessory Development Regulations for Low and Medium Density Residential Uses**

1. No General Accessory Development may be located:
  - a. in a Front Yard; or
  - b. within a Side Yard Setback from the principal building.
2. The maximum height of a General Accessory Development that is 10.0 m<sup>2</sup> or less in area is 4.0 m.
3. The maximum height of a General Accessory Development that is greater than 10.0 m<sup>2</sup> is the lesser of:
  - a. 4.6 m; or
  - b. the height of the principal building on the Site in which it is located.
4. No person may construct or allow the construction of a General Accessory Development, or group of General Accessory Developments, such that, individually or collectively, the gross floor area would:
  - a. along with the principal building, exceed the maximum Lot Coverage allowed on the Lot;

- b. exceed the gross floor area of the principal building on the Lot; or
  - c. exceed 20% of the Site area.
5. Minimum Setback requirements for a General Accessory Development are as follows:
    - a. 1.0 m from the Rear Lot Line;
    - b. 1.0 m from the Side Lot Line, this may be reduced to 0.0 m from the Side Lot Line where Section 3.25.1 applies.
    - c. 2.0 m from the principal building; and
    - d. No closer to the road than the front line of the principal building, except in the case of a double fronting or Corner Lot with two Front Yards or a Front Yard and a Flankage Yard where:
      - i. a Setback of 3.0 m is allowed from one Front Lot Line; and
      - ii. a Setback of 7.5 m is allowed from the curb on one Front Lot Line.
  6. The Setback requirements for a rear detached garage General Accessory Development are as shown in Figure 3.20.2.

**Figure 3.20.2. – Minimum Setback requirements for Rear Detached Garages**



**3.20.3. General Accessory Development Regulations for Public, Commercial and High Density Residential Uses**

1. No General Accessory Development may:
  - a. be located within a front or Side Yard Setback;
  - b. be located within 1.0 m from the Rear Yard Lot Line;
  - c. be located within 2.0 m of a principal building;
  - d. eliminate or interfere with parking, loading or the manoeuvring of vehicles or pedestrians on the Site; or
  - e. interfere with a vehicle or pedestrian sightline.
2. The maximum height of a General Accessory Development must not exceed 10.0 m.

**3.20.4. General Accessory Development Regulations for Other Uses**

1. A General Accessory Development may not:
  - a. be located within a Front Yard or Side Yard Setback;

- b. be located within a minimum of 2.4 m from the Rear Lot Line;
  - c. eliminate or interfere with parking, loading or the manoeuvring of vehicles or pedestrians on the Site; and
  - d. interfere with a vehicle or pedestrian sightline.
2. The maximum height of a General Accessory Development for an industrial use is the lesser of:
    - a. 20 m; or
    - b. the height of the principal building on the Site in which it is located.
  3. The maximum height of a General Accessory Development in the FD – Future Development District is 12.0 m except where the use of a General Accessory Development is Rural Farm or Indoor Farm.

**3.20.5. Outdoor Display Area Accessory Development Regulations**

1. Where any commercial or industrial Development involves an Outdoor Display Area Accessory Development, the Outdoor Display Area Accessory Development may not:
  - a. be located on municipal property;
  - b. be located on a Site that includes a residential use;
  - c. obstruct a pedestrian walkway or motor vehicle drive aisle;
  - d. be located within 2.0 m of a Lot Line; or
  - e. be placed over any Landscape area.

**3.20.6. Outdoor Storage Accessory Development Regulations**

1. Where any industrial Development involves Outdoor Storage Accessory Development, other than an Outdoor Display Area Accessory Development:
  - a. a wooden Fence or other product of equal screening value must be constructed to a minimum of 1.8 m and a maximum of 2.4 m in height to screen where any industrial or commercial outdoor storage Abuts or is Adjacent to a residential district;
  - b. a wooden Fence or other product of equal screening value may be required to be constructed to a minimum of 1.8 m and a maximum of 2.4 m in height to screen where any industrial or commercial outdoor storage Abuts a public road;
  - c. the Outdoor Storage Accessory Development:
    - i. must not be located within a Front Yard;
    - ii. must not interfere with pedestrian or vehicular circulation or use any required parking stalls; and
    - iii. may include the storage of empty shipping containers on a Lot within the M1 – Business Industrial District.

**3.20.7. Prefabricated Structure Accessory Development Regulations**

1. A Prefabricated Structure Accessory Development:
  - a. will be considered an accessory development to the principal building on the Lot;
  - b. must not exceed the maximum height requirement for that land use district; and
  - c. must not be located in front of the principal building.

**3.20.8. Shipping Container Accessory Development Regulations**

1. A Shipping Container Accessory Development:
  - a. will be considered an accessory development to the non-residential Principal Use of the Lot;
  - b. may not be allowed to be stacked;
  - c. may not be allowed in the Front Yard or Flankage Yard;
  - d. may not prohibit vehicular access to the Rear Yard;

- e. will be used for storage purposes only, excluding any dangerous or hazardous materials or containers; and
  - i. must have an exterior finish that matches or compliments the exterior finish of the Principal Use; or
  - ii. must be screened from view.
- 2. The maximum size allowed in the C2 – General Commercial District and C3 – Central Mixed Use District is 6.5 m by 2.5 m.

### **3.21.0. Accessory Dwelling**

#### **3.21.1. General Regulations**

1. The gross floor area of an Accessory Dwelling will be less than the gross floor area of the principal building.
2. An Accessory Dwelling may be located within either:
  - a. a principal building; or
  - b. a General Accessory Development with a permanent foundation.
3. An Accessory Dwelling requires one additional on-site parking space.
4. An Accessory Dwelling is not allowed within a Recreational Vehicle or Park Model.
5. An Accessory Dwelling is not allowed on a Lot with a Major Home Occupation, except in the C3 – Central Mixed Use District.
6. Notwithstanding the density regulations in an underlying district, one additional Accessory Dwelling is allowed within Districts where Accessory Dwellings are Permitted or Discretionary, for a Lot located within the Old Town Community Plan area.

#### **3.21.2. Accessory Dwellings within a General Accessory Development**

1. Where an Accessory Dwelling is located within a General Accessory Development:
  - a. The General Accessory Development containing the Accessory Dwelling must have either:
    - i. direct access to a lane or road; or
    - ii. a 3.2 m wide driveway access to the General Accessory Development containing the Accessory Dwelling.
  - b. the distance between the principal building and the General Accessory Development containing the Accessory Dwelling must be a minimum of 3.0 m;
  - c. the distance between the General Accessory Development containing the Accessory Dwelling and the Rear Lot Line must be a minimum of 1.5 m;
  - d. the General Accessory Development containing the Accessory Dwelling must meet the required Side Yard Setbacks for a principal building of the district in which it is located; and
  - e. the General Accessory Development must be finished in a similar manner that will complement the principal building on the Site.
2. Notwithstanding any General Accessory Development height regulations, the maximum height of a General Accessory Development where an Accessory Dwelling is located above a detached garage is 8.0 m.
3. Notwithstanding Section 3.21.2.1.b., if an Accessory Dwelling is added to an existing General Accessory Development, the required minimum distance between the principal building and the General Accessory Development containing the Accessory Dwelling is 2.0 m.
4. Notwithstanding Sections 3.21.2.1.c. and 3.21.2.1.d., if an Accessory Dwelling is added to an existing General Accessory Development, the required minimum Rear Yard and Side Yard Setbacks for the General Accessory Development containing the Accessory Dwelling are 1.0 m.
5. A balcony may be allowed as part of an Accessory Dwelling above a garage provided that:
  - a. it faces a rear lane or flanking road; and
  - b. it meets the required Setbacks in Section 3.21.2.1. above.
6. Windows must be placed and sized so that they minimize overlooking into the Yards and windows of Abutting properties by:
  - a. offsetting window placement to limit direct views into the Rear Yard or Side Yard of Abutting properties;

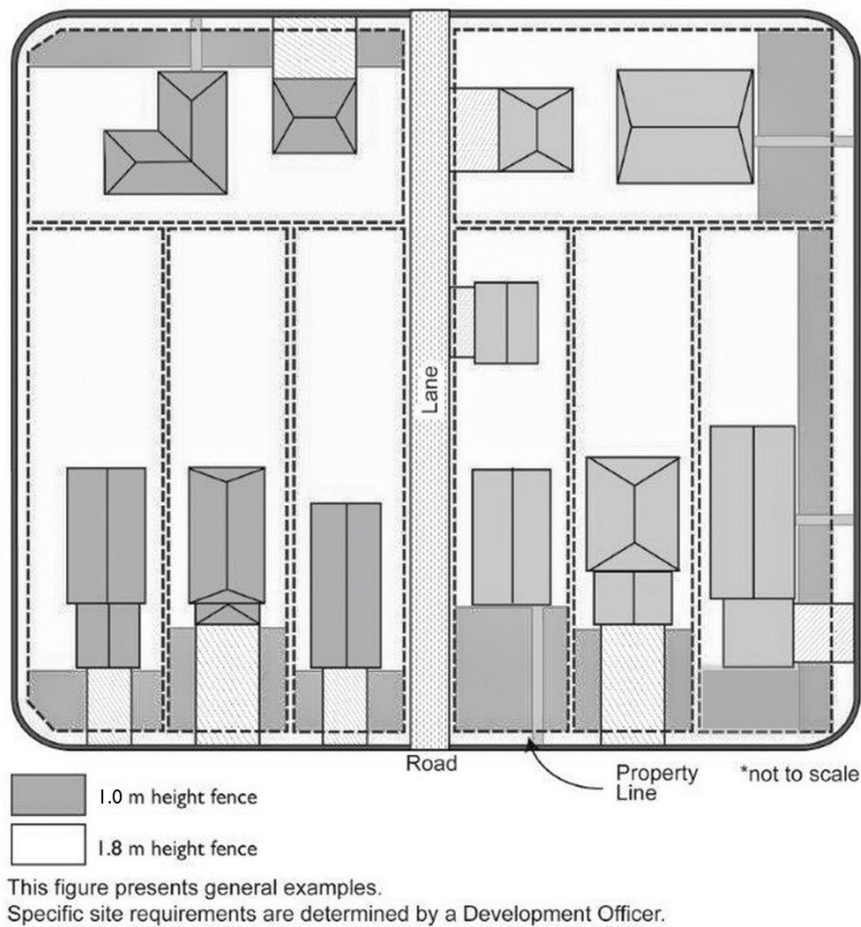
- b. placing windows in conjunction with landscaping and other General Accessory Developments either on-site or Adjacent to the Site; and
- c. placing larger windows so that they face the lane and flanking road.

### 3.22.0. Fencing

#### 3.22.1. Fencing Regulations

1. A Fence may not be located on public property without permission from the Municipality.
2. The maximum height of a Fence must not exceed 1.0 m within the sight line controls of Section 3.6.1.
3. The maximum height of a Fence above grade in any district is based upon the Yard in which it is located (see Figure 3.8.1. for Yard types) where the maximum height is described below and shown in Figure 3.22.1.:
  - a. 1.0 m in the Front Yard;
  - b. 1.0 m in a Flankage Yard that, or portion of a Flankage Yard where it, Abuts a Front Yard or driveway;
  - c. Notwithstanding Section 3.22.1.3.b., 1.8 m in a Flankage Yard may be allowed if the fence is constructed a minimum of 1.2 m from the Flankage Lot Line; and
  - d. 1.8 m for all other Yards.

**Figure 3.22.1. – Fencing**



4. The Development Authority may approve a Fence greater in height than 1.8 m:
  - a. in the M1 – Business Industrial District or the FD – Future Development District; or

- b. where a Lot in a residential district Abuts an arterial road, a railway right of way, a Lot with an industrial use or a non-residential use within the FD – Future Development District.
5. No barbed wire Fences will be allowed in residential districts or in other districts that Abut a residential district, with the exception of the FD – Future Development District.
6. No razor wire Fences will be allowed in any districts.
7. Electrical Fences will only be allowed in the FD – Future Development District.

## ***Buildings***

### **3.23.0. Building Facades**

#### **3.23.1. Building Façade Regulations**

1. Any Facade of a building facing a road must incorporate more than one colour and at least one feature, which may include but is not limited to a texture, material or design element.
2. The Facade of a building must be completed prior to the expiry of the development permit.

**3.24.0. Relocation of Buildings**

**3.24.1. Requirements for Relocating a Building**

1. Where any building is to be relocated to a new Lot or relocated within the same Lot:
  - a. a development permit is required for the lands on which it will be located; and
  - b. the location of such building must conform to the district in which it is relocated.

## **Zero Lot Line**

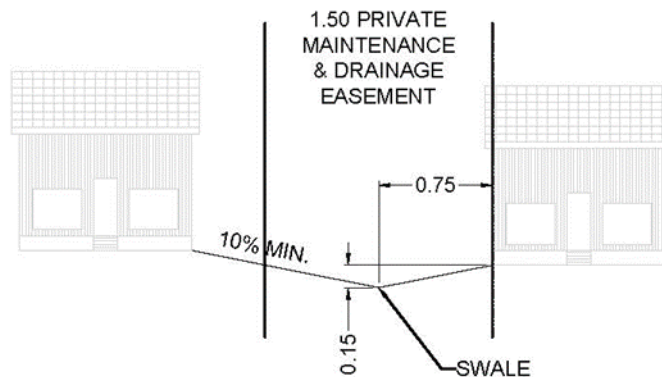
### **3.25.0. Zero Lot Line Development**

#### **3.25.1. Zero Lot Line Development Regulations**

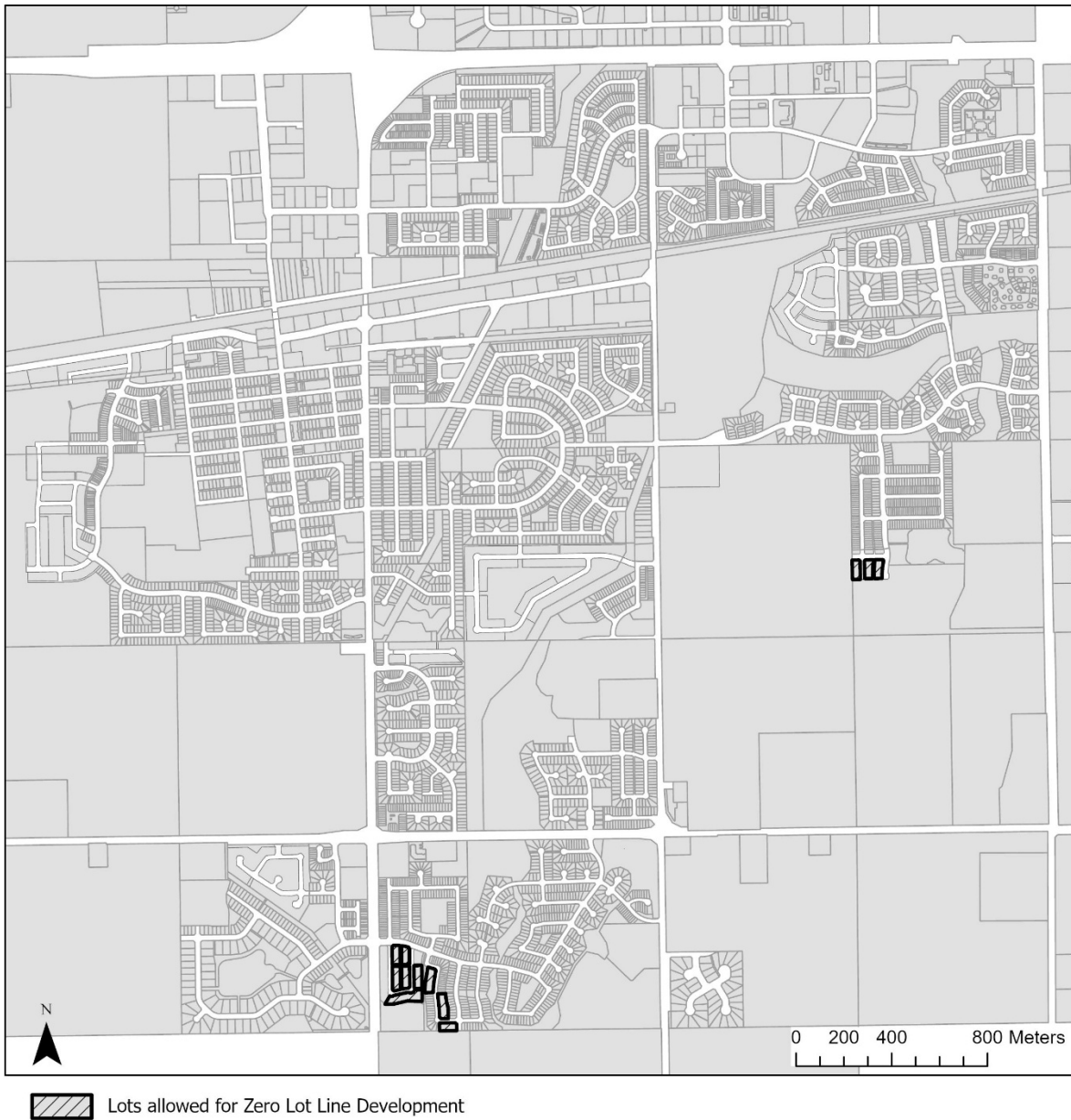
1. Zero lot line development is permitted solely within the R2 – Detached Dwelling Residential District, R4 – Mixed Form Residential District, R5 – Small Lot Mixed-Form Residential District, R6 – Comprehensively Planned Residential District (Option B).
2. A block plan must be approved by the Development Authority prior to a related application being deemed as complete where the block plan must provide:
  - a. a contiguous area along a road right of way showing all lots on either side of the road right of way;
  - b. the location of all maintenance easements required, as per Section 3.25.1.7.; and
  - c. each proposed residential Lot and indicate the dwelling type as either Detached Dwelling, Semi-Detached Dwelling or Row House Dwelling for each lot.
3. For a block plan required as per Section 3.25.1.2., the dwelling type assigned to each proposed residential Lot may be revised if such a change allows the plan to continue to meet all the regulations required within this section and a revised plan is approved by the Development Authority
4. Zero lot line development must comply with the regulations of the underlying district, except that:
  - a. the Flankage Yard Setback is 2.4 m to the principal building;
  - b. in the R2 – Detached Dwelling District, if one Side Yard Setback is increased to a minimum of 2.4 m to the principal building, the other Side Yard Setback may be reduced to a minimum of 0 m to the principal building;
  - c. in the R4 – Mixed Form Residential District, R5 – Small Lot Mixed-Form Residential District, and R6 – Comprehensively Planned Residential District (Option B), if one Side Yard Setback is increased to 1.5 m to the principal building, the other Side Yard Setback may be reduced to a minimum of 0 m to the principal building and the Lot Width minimum is reduced by 0.9 m;
  - d. in the R4 – Mixed Form Residential District and R5 – Small Lot Mixed-Form Residential District, the minimum Lot Area is reduced by 30 m<sup>2</sup>; and
  - e. in the R6 – Comprehensively Planned Residential District (Option B), the minimum Lot Area is reduced by 20 m<sup>2</sup>.
  - f. any General Accessory Development that is a detached garage accessed from a lane, may be constructed on the same 0.0 m Side Yard Setback as the principal building.
5. All roof drainage from the Dwelling, including an attached garage, and General Accessory Development Buildings, will be directed away from buildings and towards a public road, a lane, or a drainage feature, such as a swale.
6. No roof leader discharge will be directed to the maintenance easement.
7. The owner of a Lot within a Development proposed for zero lot line development and the owner of the Abutting Lot must register, on land titles for all Adjacent Lots:
  - a. a 1.5 m private maintenance easement that requires:
    - i. an unobstructed minimum width drainage pathway of 0.3 m to be free and clear of all objects;
    - ii. when the distance between principal buildings is 2.4 m, a 0.6 m eave encroachment easement where the eaves can be no closer than 1.2 m to the eaves on the building of the Adjacent Lot;

- iii. when the distance between principal buildings is 1.5 m, a 0.3 m eave encroachment easement where the eaves can be no closer than 0.9 m to the eaves on the building of the Adjacent Lot;
  - iv. a 0.6 m footing encroachment easement;
  - v. permission to access the easement area for maintenance purposes; and
  - vi. that any General Accessory Development building, including a detached garage, will not encroach on the private maintenance easement, except that the eaves of a detached garage may encroach up to 0.3 m into the private maintenance easement where 3.25.1.4.f. applies; and
- b. a restrictive covenant and easement that:
- i. requires a drainage swale constructed per Section 3.25.10. of the Land Use Bylaw; and
  - ii. provides for the protection of Site drainage, including the right for water to flow across Lots and the requirement to not inhibit the flow of water across Lots.
8. Zero lot line developments with front drive access will not be located:
- a. directly across a public road, other than a lane, from another zero lot line development with front drive access; or
  - b. on major collector roads.
9. Zero lot line development will only be permitted for a Detached Dwelling Use.
10. Zero lot line development requires the construction and maintenance of a drainage swale within a 1.5 m private maintenance easement as generally shown in Figure 3.25.1. and where:
- a. the swale is within the easement;
  - b. the swale is a minimum of 1.5 m;
  - c. the swale is a minimum depth of 0.15 m when the swale is adjacent to a building;
  - d. the swale has a minimum slope of 10%; and
  - e. roof leader discharge is directed away from the maintenance easement.
11. Zero lot line development is only allowed where shown in Figure 3.25.13.

**Figure 3.25.1. Swale Cross Section for Zero Lot Line Development**



**Figure 3.25.13. Lots Allowed for Zero Lot Line Development**



## **PART 4 - PARKING & ACCESS REGULATIONS**

### **4.1.0. Parking Regulations**

#### **4.1.1. General Parking Requirements**

1. The minimum off-street parking requirements apply to any Development, whether a new building, an enlargement or addition to an existing building, except for:
  - a. a change of use in an existing Development; or
  - b. a new Development within the C3 – Central Mixed Use District, where:
    - i. one parking space per Dwelling Unit must be provided for residential uses; and
    - ii. no parking is required for all other uses.
2. The minimum off-street parking requirements for each land use are identified in the following tables:
  - a. residential uses as specified in Table 4.1.1.a.; and
  - b. non-residential uses as specified in Table 4.1.1.b.
3. Where the parking requirements of a land use are not specified in this Bylaw, the Development Authority will be guided by the standards for similar uses.
4. The required number of spaces for a Development is the sum of the requirements for every instance of every use within a Development.
5. Where a fractional number of parking spaces are required by this Bylaw, the required number of stalls will be rounded up to the next number.
6. The number of parking stalls required may be reduced where the parking required by various users on a Site or Lot will vary according to the time when the businesses are in operation during a 24-hour period so that all needs can be met.
7. In any residential district, no Front Yard may be used for parking of any commercial vehicle in excess of 6000 kg gross vehicle weight.
8. No more than one commercial vehicle, which is greater than 6000 kg gross vehicle weight, bus, or trailer, may be parked in the Rear Yard within a residential district.
9. The minimum number of bicycle stalls required are:
  - a. four stalls for a commercial, educational, recreational and community Site or Lot; and
  - b. the higher of four stalls or one for every ten required vehicular parking stalls for a high density residential Site or Lot.
10. For a Recreational Vehicle in a residential district:
  - a. a Recreational Vehicle parking space is allowed and does not require a development permit if it is contained solely in the flankage, rear and Side Yards and does not encroach in the flankage or Side Yard Setbacks;
  - b. a development permit approval is required for a Recreational Vehicle parking space utilized between November 1 and March 31 for a period of more than seven days that does not meet the criteria of 4.1.1.10.a. and the approval is subject to the parking space:
    - i. being accessory to a principal residence;
    - ii. not impeding emergency access to any area on the Site or Lot; and
    - iii. not encroaching into any required Setbacks for the front or Side Yard within the district that the parking space would be located in;
  - c. a parked Recreational Vehicle must not encroach over a sidewalk or road right of way; and
  - d. there will be no more than one Recreational Vehicle per Lot.

<b>Table 4.1.1.a – OFF-STREET PARKING REQUIREMENTS FOR RESIDENTIAL USES</b>	
<b>Use of Building or Lot</b>	<b>Minimum Number of Parking Spaces</b>
Detached Dwelling Semi-Detached Dwelling Duplex Dwelling Row House Dwelling	2 spaces per Dwelling Unit, tandem parking is allowed
Multi-Unit Dwelling	1 space per Dwelling Unit containing 1 or fewer bedrooms, and 1.25 spaces per Dwelling Unit with 2 or more bedrooms, tandem parking is allowed to a maximum of 10%
Visitor parking in: Multi-Unit Dwelling Comprehensively planned residential sites	1 space per 10 Dwelling Units that will be clearly marked as visitor parking, tandem parking is not allowed
Long Term Care Facility	0.25 spaces per bed
Supportive Living Facility	0.6 spaces per unit
Visitor parking in: Long Term Care Facility Supportive Living Facility	0.2 spaces per Dwelling Unit or bed that will be clearly marked as visitor parking, tandem parking is not allowed
Live Work Unit Bed and Breakfast Accessory Dwelling Surveillance Suite Accessory Development Major Home Occupation	1 additional space

\*minimum number of bicycle stalls for high density residential Sites is the higher of four stalls or one for every ten required vehicular parking stalls

\*minimum number of parking spaces for affordable housing developments is determined by the use of the building or the lot

<b>Table 4.1.1.b – OFF-STREET PARKING REQUIREMENTS FOR NON-RESIDENTIAL USES</b>	
<b>Use of Building or Lot</b>	<b>Minimum Number of Parking Spaces</b>
Hotel, Motel	0.75 space per guest room
Bar, Community Facility, Food and Drink Service, Private Club, Religious Assembly, Hospital, Recreation Facility, or any commercial or industrial use not otherwise specified in this table	1 space per 50.0 m <sup>2</sup> of gross floor area
A single industrial use	5 parking spaces
Elementary and junior high school	3 spaces per classroom
High school	15 spaces per classroom

\*minimum number of bicycle stalls for commercial, educational, recreational and community Sites is four

## **4.2.0. Development Requirements for Parking Areas and Parking Facilities**

### **4.2.1. General Regulations**

1. Each parking space in the parking area must have the limits of the parking space clearly marked and such marking must be regularly maintained.
2. All required visitor parking stalls located on a multi-unit residential Development must be clearly identified with post mounted signage.
3. Internal private road widths for residential and mixed-use developments must be a minimum of 8.0 m.
4. Internal private road widths not intended to serve as a maneuvering aisle for a parking stall may be reduced to a minimum width of 6.0 m, where the reduced width does not impact vehicle turning movements and emergency vehicle access.
5. Where an off-street parking lot provides a parking area of 700 m<sup>2</sup> or greater, the parking spaces must be arranged within smaller sets by using pedestrian walkways, raised curbing, sidewalks, landscaping or any combination of these elements.
6. All off-street parking must be constructed so that:
  - a. necessary curb cuts are located and Flared to the satisfaction of the Development Authority;
  - b. all areas of a Site to which a vehicle has access, including parking facilities, parking areas and lanes, are hard-surfaced or paved with asphalt, concrete or another similar product;
  - c. parking facilities and parking areas used at night have adequate lighting for the entire Parking Facility and parking area and make use of focused light fixtures to direct light away from Adjacent properties and roads; and
  - d. drainage will be managed within the Site according to an approved lot grading plan.
7. 5% of all parking stalls may be provided as compact parking stalls, not including barrier free.

### **4.2.2. Minimum Parking Stall Dimensions**

1. A motor vehicle parking stall not located in a parking Lot, garage or structure must be
  - a. a minimum of 6.0 m deep;
  - b. a minimum of 2.75 m wide; and
  - c. completely contained within a Lot, except for Lots within the R3 – Residential Park District where the stall may extend into the road right of way provided it does not cross a sidewalk or curb.
2. The minimum dimensions of parking stalls and manoeuvring aisles within a parking lot, garage or structure must be in accordance with Figure 4.2.2. and Table 4.2.2.
3. Where a manoeuvring aisle provides emergency service access to a building or structure with a 12.0 m or greater height, the Development Authority may require an additional 1.0 m of aisle width beyond the minimum aisle width specified in Figure 4.2.2. and Table 4.2.2.

**Figure 4.2.2. - Minimum Parking Facility Dimensions**

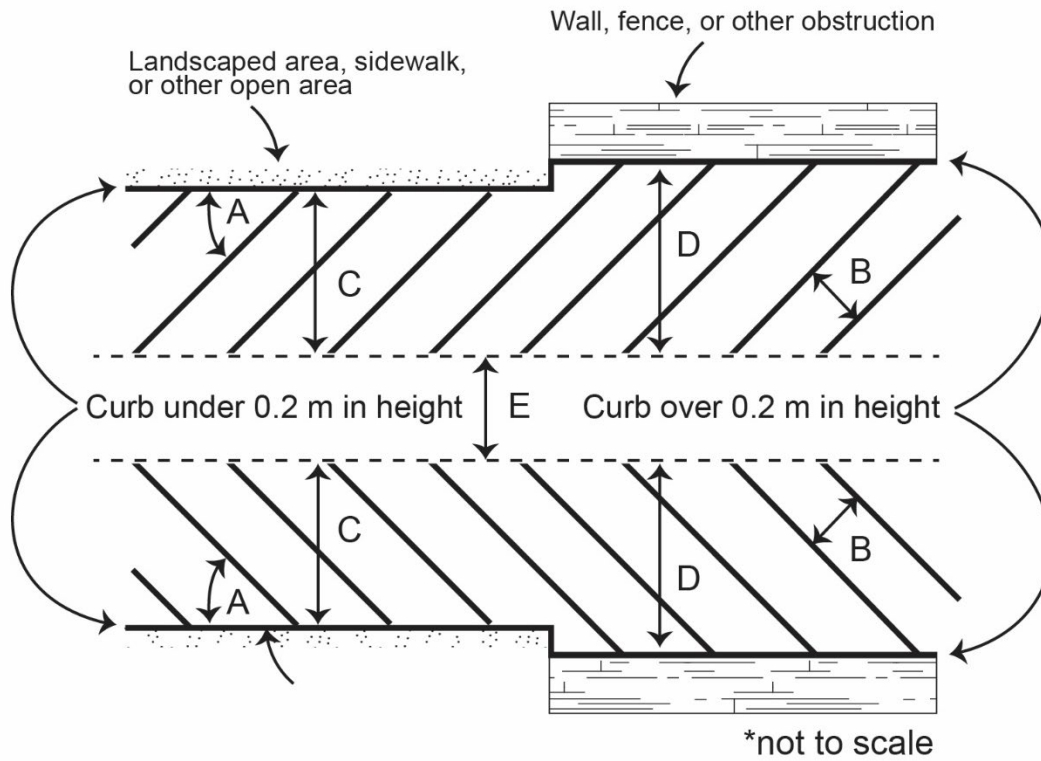


TABLE 4.2.2. - MINIMUM PARKING FACILITY DIMENSIONS						
Car size	-A- Angle of parking	-B- Minimum required stall width (m)	-C- Distance between aisle and curb overhang (m)	-D- Distance between aisle and curb over 0.20 m in height (m)	-E- Minimum aisle width (m)	
					One-way	Two-way
Standard	0°	2.75	2.75	3.0	4.0	7.0
Compact		2.5	2.5	2.8		
Standard	30°	2.75	5.2	5.3	4.5	---
Compact		2.5	4.6	4.6		
Standard	45°	2.75	5.9	6.1	5.0	---
Compact		2.5	5.2	5.2		
Standard	60°	2.75	6.2	6.4	6.0	---
Compact		2.5	5.5	5.5		
Standard	90°	2.75	5.6	5.8	7.0	7.0
Compact		2.5	4.9	4.9		

**4.2.3. Barrier Free Parking**

1. Barrier free parking must:
  - a. be provided in accordance with the Alberta Building Code;
  - b. be located as close as possible to building entrances;
  - c. not be in tandem;
  - d. not be in front of garages; and
  - e. be clearly designated with post mounted signage.

#### 4.3.0.

#### **Off-Street Loading Regulations**

1. Each commercial, industrial, community and high density residential building:
  - a. must have one loading space; and
  - b. may be required to have additional loading spaces.
2. An Off-Street Loading space must be not less than 4.0 m in width and 8.0 m in length and have an overhead clearance of not less than 4.3 m above grade.
3. An Off-Street Loading space must:
  - a. be contained entirely within the Site;
  - b. be graded and drained within the Site;
  - c. be Hard Surfaced;
  - d. be adequately lit;
  - e. be screened on each side Abutting or fronting a property in a residential district by a wall, Fence or hedge of not less than 1.8 m in height;
  - f. be clearly designated with post mounted signage;
  - g. be located outside of any drive aisles, driveway access points and emergency vehicle access areas;
  - h. be located Adjacent to the building that it is intended to serve, or be located in an area where it is accessible;
  - i. allow for adequate area for delivery vehicles to maneuver; and
  - j. have unobstructed access to the entrance where loading is to occur.

#### 4.4.0.

#### Queuing Requirements

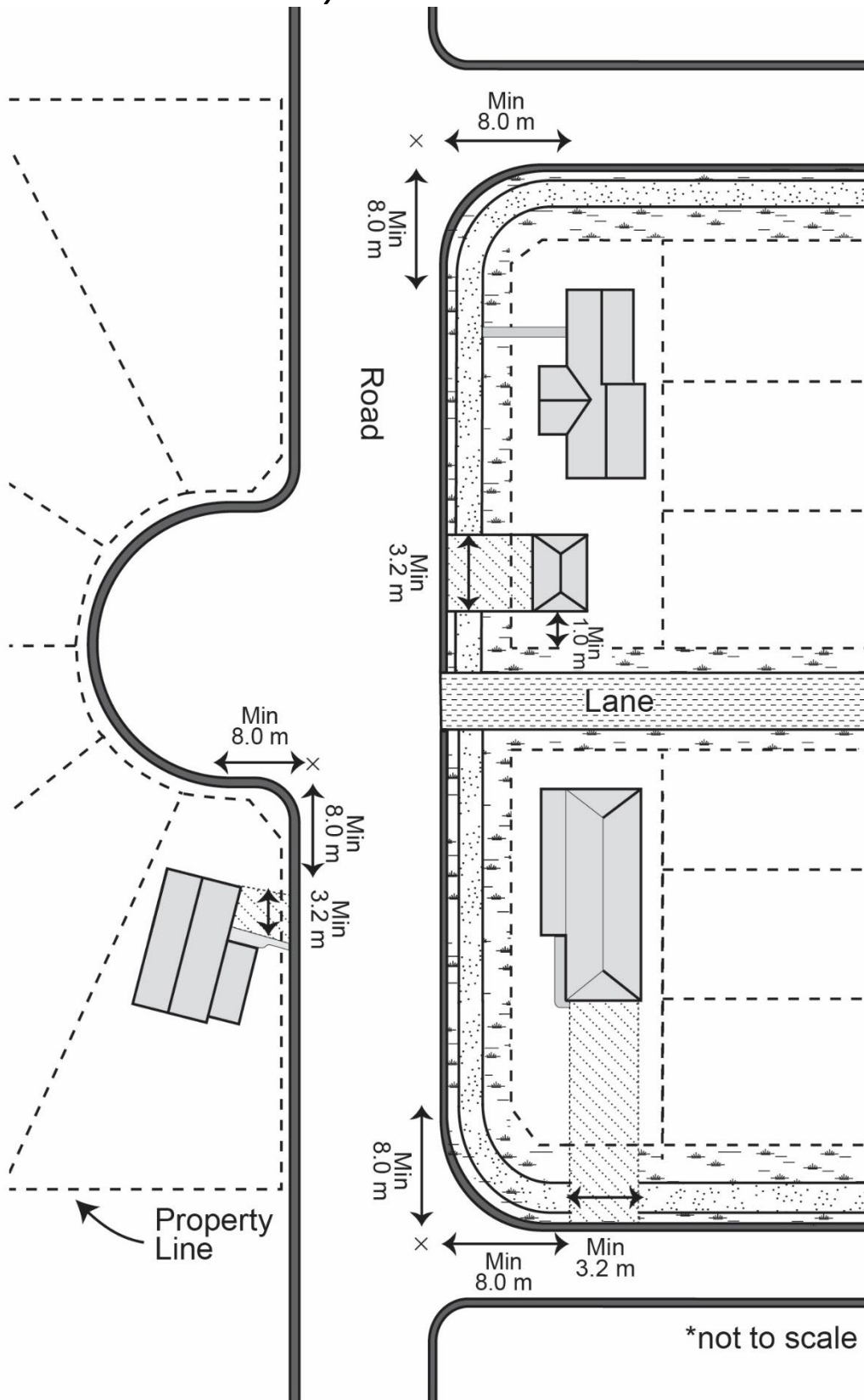
1. For a development with a drive-through, a minimum of one queuing lane with a minimum of six in-bound queuing spaces must be provided for vehicles approaching the service window.
2. For a development with a drive-through that does not have a food service, one queuing lane with a minimum of two queuing spaces must be provided for vehicles approaching the service window.
3. For a development with a drive-through, one out-bound space must be provided on the exit side of the service window and must not interfere with other vehicular movements.
4. For a car wash or other establishment with more than one bay, each drive aisle must have:
  - a. a minimum of one in-bound stacking space per bay or three in-bound stacking spaces, whichever is greater; and
  - b. a minimum of two out-bound stacking spaces.
5. Each queuing space must be a minimum of 7.0 m long and 3.0 m wide.
6. Each queuing lane must provide sufficient space for turning and manoeuvring.
7. For a gas bar or a service station:
  - a. any fuel pump island must be located at least 6.0 m from any boundary of the Lot, a parking area on the Lot, or any lane intended to control traffic circulation on the Lot; and
  - b. a canopy over a pump island may extend to within 3.0 m of the boundary of the Lot.

#### **4.5.0. Driveways and Access to Roads and Lanes**

##### **4.5.1. Private Residential Driveways**

1. A residential Development will be allowed only one access to the Lot.
2. In no case should a private residential driveway be situated:
  - a. closer than 8.0 m from a point where the curbs of interacting roads would intersect if extended;
  - b. closer than 1.0 m from a Corner Lot line Adjacent to a lane; and
  - c. closer than 3.0 m from a community mailbox.
3. A driveway:
  - a. must be a minimum width of 3.2 m;
  - b. may be widened to incorporate a walkway to an entrance of a principal building;
  - c. in combination with any walkways must not exceed:
    - i. 85% of the Front Yard for Pie-Shaped Lots; or
    - ii. 80% of the Front Yard for all other types of Lots; and
  - d. may only be extended to the side Lot Line if it does not interfere with the required lot grading and drainage.
4. The parking of a vehicle may only be located on an approved driveway or parking stall.

**Figure 4.5.1 – Residential Driveways and Accesses**



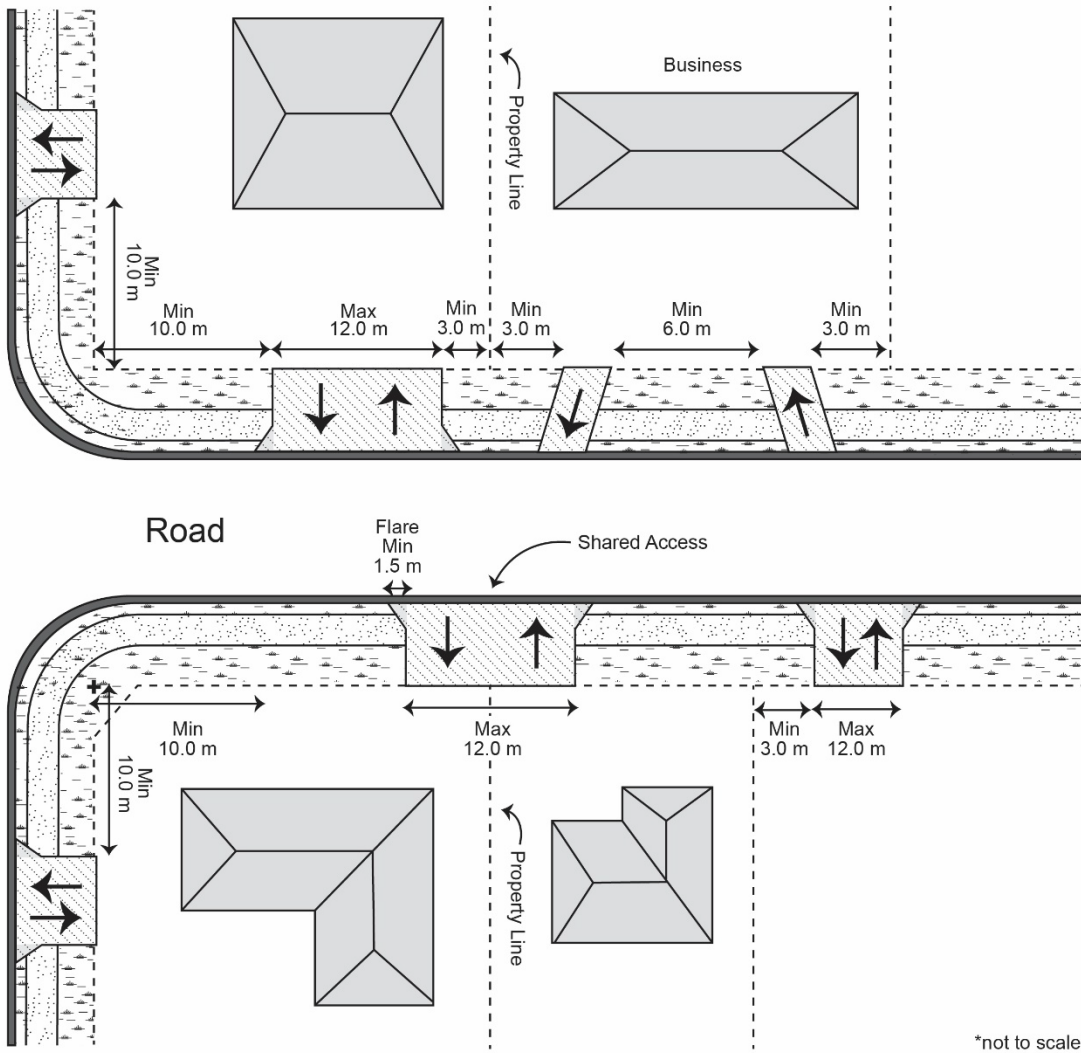
**4.5.2. Parking Space with Direct Access to a Lane**

1. Where there is no garage and any parking stall has direct access from a lane, the front of the parking stall must be no less than 7.5 m from the closest Lot Line Abutting the lane.

**4.5.3. Access to Parking Areas for Multi-Unit Residential, Commercial, Industrial and Community Districts**

1. A Development is allowed either:
  - a. one two-way driveway crossing per frontage;
  - b. two one-way driveway crossings per frontage; or
  - c. where a frontage is greater than 50 m, two two-way driveway crossings per frontage.
2. An additional access may be allowed based on the nature and size of the Development, anticipated traffic generation and the design and configuration of the road where an additional access is proposed.
3. A shared two-way access between two Adjacent Sites is allowed.
4. A required access or curb cut must be located and Flared to the satisfaction of the Development Authority and be constructed to the following standards:
  - a. a driveway must not be situated:
    - i. closer than 10.0 m from a Corner Lot line Adjacent to an intersection; and
    - ii. closer than 3.0 m from a side property line or lane, except for shared accesses;
  - b. a two-way driveway will be positioned at 90 degrees to the road, except for particular uses, where the Development Authority may approve an angled driveway, and the minimum width of a Flare of a two-way driveway must be 1.5 m where the Flare meets the curb of the road;
  - c. a one-way driveway must be angled in the direction of entry or exit and be properly signed; and
  - d. the minimum distance between driveways on the same boundary of the Site may not be less than 6.0 m where the distance may be reduced when a shorter distance would be necessary for reasons of public safety or convenience.
5. A driveway width for an access to a multi-unit residential, commercial, industrial, community and Park use must be between 7.5 m and 12.5 m.

**Figure 4.5.3 – Access to Parking Areas for Multi-Unit Residential, Commercial, Industrial and Community Sites**



## **PART 5 - SIGN REGULATIONS**

### **5.1.0. Regulations for a Development Permit for a Sign**

#### **5.1.1. Requirements for a Development Permit for a Sign**

1. Except as provided in Section 5.1.2., no sign may be erected on land or affixed to any exterior surface of a building or structure unless a development permit for the sign is issued by the Development Authority.

#### **5.1.2. Exemption from a Development Permit for a Sign**

1. The following sign types do not require a development permit for their erection or display if they meet the regulations specified in Table 5.2.0.a. and Table 5.2.0.b. and otherwise comply with the requirements of this Bylaw:
  - a. alterations which do not change the structural or physical dimensions of the sign;
  - b. any sign posted in or on a registered and licensed motor vehicle;
  - c. any sign displaying a yard or garage sale, provided it is located on the Site in which the sale is to occur, and is placed not more than seven days prior to the sale date and is removed at the end of the sale date;
  - d. a temporary holiday sign or decoration provided it is removed within seven days of the season or holiday it depicts;
  - e. a sign erected on municipal property by the Municipality;
  - f. a sign not exceeding 0.50 m<sup>2</sup> in area which identifies the name or address of the occupant of a dwelling;
  - g. a sign not exceeding 0.50 m<sup>2</sup> in area which advises of restrictions on the use of a building or Site, such as a “no parking” or “no trespassing” sign;
  - h. a real estate sign not exceeding 1.0 m<sup>2</sup> in area in any residential district except for the R8 – High Density Residential District, and not exceeding 5.0 m<sup>2</sup> in area in any other district including the R8 – High Density Residential District;
  - i. a directional sign not exceeding 1.0 m<sup>2</sup> in area which indicates the direction or function of various parts of a building or Site, including parking and traffic areas;
  - j. a window sign in any non-residential district that does not exceed 40% of the area of the window in which it is placed, and does not exceed 5.0 m<sup>2</sup> in area regardless of the size of the window;
  - k. a sign not exceeding 9.0 m<sup>2</sup> in area for the purpose of advising the public of future or ongoing Development, construction, or subdivision of a building or Site provided it is removed within 30 days after the work is complete;
  - l. a sign erected by or at the direction of a government including signs identifying public buildings, giving information to the public or regulating traffic or safety;
  - m. a flag, insignia, notice or advertising of any charitable, religious or fraternal organization if it does not exceed 0.50 m<sup>2</sup> in area in a district that allows dwellings as Permitted Use, or does not exceed 3.0 m<sup>2</sup> in area in all other districts;
  - n. a mural;
  - o. an event sign not exceeding 1.0m<sup>2</sup> in area and is placed on the Lot where the event is taking place, and may be placed the day prior to the event and must be removed immediately following the end of the event;
  - p. a memorial or historical sign, plaque or tablet not greater than 1.0 m<sup>2</sup>; and
  - q. an election sign not greater than 1.5 m<sup>2</sup> and not more than 2.0 m in height.

**5.1.3. Application Requirements for a Development Permit for a Sign**

1. An application for a development permit to alter or erect a sign must be made to the Development Authority and must include the following:
  - a. letter of consent from the landowner;
  - b. a copy of sign drawings with dimensions and copy area of the sign;
  - c. materials and finishes;
  - d. method of illumination, if applicable;
  - e. mounting details or method of support;
  - f. mounting height or clearance to grade;
  - g. the amount of projection of the sign from the building, if any;
  - h. a site plan showing all other existing signs and the proposed sign location in relationship to Lot Lines, parking areas and buildings; and
  - i. in the case of freestanding signs, an elevation plan is required showing the height of the sign in relationship to the height of the principal building taking into account the gradient of the Site.

**5.1.4. Signs on Municipal Property**

1. A federal, provincial or municipal election sign may be located on municipal property provided that it complies with all other regulations.
2. The Development Authority may approve placement of an entrance sign or property marketing sign on municipal property.
3. Any sign erected by the Municipality is allowed on municipal property.
4. Signs located on municipal property without the permission of the Municipality may be impounded and destroyed without notice.

## 5.2.0.

### General Provisions for a Sign

1. The sign type must be shown to be allowed in the land use district where the sign is being installed by being shown as a Permitted Use or Discretionary Use in Table 5.2.0.a. or Table 5.2.0.b, with the exception of Planning Bylaw Notice Signs.
2. The dimensions, including the height and copy area of a sign and the number of signs must be in accordance with Table 5.2.0.a. and Table 5.2.0.b.
3. A sign must be maintained in good and safe structural condition and be periodically repainted or resurfaced.
4. No sign may obstruct the sightline of a pedestrian or the driver of a vehicle with respect to access to or egress from a road, lane or driveway, or detract from the visibility or effectiveness of any traffic control device, in particular, portable and freestanding signs must be set back a minimum of 2.0 m to any driveway or access.
5. No sign may be posted or affixed to municipal trees or landscaping, utility fixtures or traffic control signs or devices.
6. A sign, or sign structure, must be set back a minimum of 0.50 m from any Lot Line and no part of the sign itself may encroach onto the Adjacent property, with the exception of a projecting sign or a canopy sign, which may encroach on road rights of way.
7. The electrical power supply to any sign must be routed underground where the sign is located on the ground.
8. A sign must not be erected, operated, used or maintained if:
  - a. it displays words, phrases, symbols, lights or characters used in a manner which may mislead, confuse or otherwise interfere with pedestrian or vehicle traffic on a road which may include but is not limited to “stop”, “look”, “danger”, “one way”, or “yield”, except for traffic control signs approved as part of a development permit; or
  - b. it displays lights which may be mistaken for the flashing lights customarily associated with danger or with those used by police, fire or other emergency vehicles.
9. A sign may be illuminated, but must not flash nor have flashing lights, strobe lights or search lights.
10. A minimum 15 m separation is required between all sign types on the same Lot, except for window, fascia, or projecting signs.
11. A construction sign relating to a new Development in accordance with a development permit must be removed within seven days following the completion of the Development.

<b>TABLE 5.2.0.a. – SIGN REGULATIONS FOR COMMERCIAL AND INDUSTRIAL DISTRICTS</b> (also refer to Sections 5.1.0. to 5.4.0.)				
<b>Sign Type</b>	<b>C1 – Local Commercial District</b>	<b>C2 – General Commercial District</b>	<b>C3 – Central Mixed Use District</b>	<b>M1 – Business Industrial District</b>
<b>Banner (horizontal or vertical)</b>	- Permitted Use - no permit required - max. area 3.0 m <sup>2</sup> - max. 3 signs where 30 m or less of frontage, max. 6 signs where more than 30 m of frontage	- Permitted Use - no permit required - max. area 3.0 m <sup>2</sup> - max. 3 signs where 30 m or less of frontage, max. 6 signs where more than 30 m of frontage	- Permitted Use - no permit required - max. area 3.0 m <sup>2</sup> - max. 3 signs where 30 m or less of frontage, max. 6 signs where more than 30 m of frontage	- Permitted Use - no permit required - max. area 3.0 m <sup>2</sup> - max. 3 signs where 30 m or less of frontage, max. 6 signs where more than 30 m of frontage
<b>Billboard</b>	- not allowed	- not allowed	- not allowed	- not allowed
<b>Directional</b>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup>
<b>Election</b>	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0 m	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0 m	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0 m	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0 m
<b>Electronic</b>	- Discretionary Use - permit required - max. area 6.0 m <sup>2</sup> which must be part of a fascia or freestanding sign - max. 1 per Lot	- Discretionary Use - permit required - max. area 10.0 m <sup>2</sup> which must be part of a fascia or freestanding sign - max. 1 per Lot	- not allowed	- Discretionary Use - permit required - max. area 10.0 m <sup>2</sup> which must be part of a fascia or freestanding sign - max. 1 per Lot
<b>Event</b>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. height 1.0 m	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. height 1.0 m	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. height 1.0 m	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. height 1.0 m
<b>Fascia</b>	- Permitted Use - permit required - max. area 1.0 m <sup>2</sup> per m of building Facade	- Permitted Use - permit required - max. area 1.5 m <sup>2</sup> per m of building Facade	- Permitted Use - permit required - max. area 1.5 m <sup>2</sup> per m of building Facade	- Permitted Use - permit required - max. area 1.5 m <sup>2</sup> per m of building Facade

**TABLE 5.2.0.a. – SIGN REGULATIONS FOR COMMERCIAL AND INDUSTRIAL DISTRICTS**  
(also refer to Sections 5.1.0. to 5.4.0.)

<b>Sign Type</b>	<b>C1 – Local Commercial District</b>	<b>C2 – General Commercial District</b>	<b>C3 – Central Mixed Use District</b>	<b>M1 – Business Industrial District</b>
<b>Freestanding</b>	- Permitted Use - permit required - max. height 7.0 m - max. 1 per Lot frontage - max. area 10.0 m <sup>2</sup>	- Permitted Use - permit required - max. height 9.0 m - max. 1 for every 50 m of frontage - max. area 17.0 m <sup>2</sup>	- Permitted Use - permit required - max. height 7.0 m - only allowed on Lots with a frontage exceeding 20.0 m - max. area 17.0 m <sup>2</sup> - max. 1 per 20.0 m frontage north of 47 Ave	- Permitted Use - permit required - max. height 9.0 m - max. 1 for every 50 m of frontage - max. area 17.0 m <sup>2</sup>
<b>Home Occupation</b>	- not allowed	- not allowed	- Permitted Use - no permit required - max. area 0.30 m <sup>2</sup> - max. 1 sign per Lot	- not allowed
<b>Inflatable</b>	- Permitted Use - permit required - max. height of the district - max. area 1 per 15.0 m of frontage	- Permitted Use - permit required - max. height of the district - max. area 1 per 15.0 m of frontage	- Permitted Use - permit required - max. height of the district - max. area 1 per 15.0 m of frontage	- not allowed
<b>Menu Board</b>	- Permitted Use - permit required - max. height 2.0 - max. area 5.0 m <sup>2</sup>	- Permitted Use - permit required - max. height 2.0 - max. area 5.0 m <sup>2</sup>	- not allowed	- Permitted Use - permit required - max. height 2.0 - max. area 5.0 m <sup>2</sup>
<b>Portable</b>	- Permitted Use - permit required - max. height 3.0 m - max. area 5.0 m <sup>2</sup> - max. 1 per business on a Lot - max. 1 per 30.0 m of frontage	- Permitted Use - permit required - max. height 3.0 m - max. area 5.0 m <sup>2</sup> - max. 1 per business on a Lot - max. 1 per 30.0 m of frontage	- Permitted Use - permit required - max. height 3.0 m - max. area 5.0 m <sup>2</sup> - max. 1 per business on a Lot - max. 1 per 30.0 m frontage north of 47 Ave	- Permitted Use - permit required - max. height 3.0 m - max. area 5.0 m <sup>2</sup> - max. 1 per business on a Lot - max. 1 per 30.0 m of frontage

<b>TABLE 5.2.0.a. – SIGN REGULATIONS FOR COMMERCIAL AND INDUSTRIAL DISTRICTS</b> (also refer to Sections 5.1.0. to 5.4.0.)				
<b>Sign Type</b>	<b>C1 – Local Commercial District</b>	<b>C2 – General Commercial District</b>	<b>C3 – Central Mixed Use District</b>	<b>M1 – Business Industrial District</b>
<b>Projecting (includes canopy marquee, overhanging)</b>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> per m of building Facade - may project 1.0 m into a required Yard Setback	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> per m of building Facade - may project 1.0 m into a required Yard Setback	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> per m of building Facade - max. 1.5 m over road right of way or public property & not allowed within 0.60 m of the curb of a public road	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> per m of building Facade - may project 1.0 m into a required Yard Setback
<b>Property Marketing</b>	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 30 m of frontage	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 30 m of frontage	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 30 m of frontage	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 30 m of frontage
<b>Real Estate</b>	- Permitted Use - no permit required - max. area 5.0 m <sup>2</sup> - max. 1 per Lot	- Permitted Use - no permit required - max. area 5.0 m <sup>2</sup> - max. 2 per Lot	- Permitted Use - no permit required - max. area 5.0 m <sup>2</sup> - max. 1 per Lot	- Permitted Use - no permit required - max. area 5.0 m <sup>2</sup> - max. 2 per Lot
<b>Sandwich</b>	- Permitted Use - no permit required - max. height 1.0 m - max. area 1.0 m <sup>2</sup> - max. 1 per business	- Permitted Use - no permit required - max. height 1.0 m - max. area 1.0 m <sup>2</sup> - max. 1 per business	- Permitted Use - no permit required - max. height 1.0 m - max. area 1.0 m <sup>2</sup> - max. 1 per business	- Permitted Use - no permit required - max. height 1.0 m - max. area 1.0 m <sup>2</sup> - max. 1 per business
<b>Window</b>	- Permitted Use - no permit required - max. area 50% of the window it is located within	- Permitted Use - no permit required - max. area 50% of the window it is located within	- Permitted Use - no permit required - max. area 50% of the window it is located within	- Permitted Use - no permit required - max. area 50% of the window it is located within

<b>TABLE 5.2.0.b. - SIGN REGULATIONS FOR NON-COMMERCIAL AND NON-INDUSTRIAL DISTRICTS</b> (also refer to Sections 5.1.0. to 5.4.0.)				
<b>Sign Type</b>	<b>FD – Future Development District</b>	<b>R8 – High Density Residential District</b>	<b>All other Residential Districts</b>	<b>P1 – Parks District, P2 – Community Service District, and P3 – Utility District</b>
<b>Banner (horizontal or vertical)</b>	- Permitted Use - no permit required - max. area 3.0 m <sup>2</sup> - max. 3 signs where 30 m or less of frontage, max. 6 signs where more than 30 m of frontage	- Permitted Use - no permit required - max. area 3.0 m <sup>2</sup> - max. 3 signs where 30 m or less of frontage, max. 6 signs where more than 30 m of frontage	- Permitted Use - permit required, limited to during site development and building construction	- Permitted Use - no permit required - max. area 3.0 m <sup>2</sup> - max. 3 signs where 30 m or less of frontage, max. 6 signs where more than 30 m of frontage
<b>Billboard</b>	- Permitted Use - permit required - max. height 10.0 m - max. area 24 m <sup>2</sup> - spaced 500 m from each other in the same direction	- not allowed	- not allowed	- not allowed
<b>Directional</b>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup>	- Permitted Use - permit required, limited to during site development and building construction	- not allowed
<b>Election</b>	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0 m	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0 m	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0 m	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> - max. height 2.0m
<b>Electronic</b>	- Discretionary Use - permit required - only allowed if convert from a billboard	- not allowed	- not allowed	- Discretionary Use - permit required - max. area 6.0 m <sup>2</sup> - max. 1 per Lot - must be part of a fascia or freestanding sign

<b>TABLE 5.2.0.b. - SIGN REGULATIONS FOR NON-COMMERCIAL AND NON-INDUSTRIAL DISTRICTS (also refer to Sections 5.1.0. to 5.4.0.)</b>				
<b>Sign Type</b>	<b>FD – Future Development District</b>	<b>R8 – High Density Residential District</b>	<b>All other Residential Districts</b>	<b>P1 – Parks District, P2 – Community Service District, and P3 – Utility District</b>
<b>Event</b>	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. height 1.0 m	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. height 1.0 m	- not allowed	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. height 1.0 m
<b>Fascia</b>	- Permitted Use - permit required - max. area 1.5 m <sup>2</sup> per m of building Facade	- Permitted Use - permit required - max. area 1.0 m <sup>2</sup> per m of building Facade	- not allowed	- Permitted Use - permit required - max. area 1.5 m <sup>2</sup> per m of building Facade
<b>Freestanding</b>	- Permitted Use - permit required - max. height 7.0 m - max. area 10.0 m <sup>2</sup> - max. 1 per Lot frontage	- Permitted Use - permit required - max. height 7.0 m - max. area 6.0 m <sup>2</sup> - max. 1 per Lot frontage	- Permitted Use - permit required - only allowed as an entrance sign with the address & name of development - max. area 10.0 m <sup>2</sup>	- Permitted Use - permit required - max. height 7.0 m - max. area 10.0 m <sup>2</sup> - max. 1 per Lot
<b>Home Occupation</b>	- Permitted Use - no permit required - max. area 0.30 m <sup>2</sup> - max. 1 sign per Lot	- Permitted Use - no permit required - max. area 0.30 m <sup>2</sup> - max. 1 sign per Lot	- Permitted Use - no permit required - max. area 0.30 m <sup>2</sup> - max. 1 sign per Lot	- not allowed
<b>Inflatable</b>	- Permitted Use - permit required - max. height of the district - max. 1 per 15.0 m of frontage	- not allowed	- not allowed	- Permitted Use - permit required - max. height of the district - max. 1 per 15.0 m of frontage
<b>Menu Board</b>	- not allowed	- not allowed	- not allowed	- not allowed

<b>TABLE 5.2.0.b. - SIGN REGULATIONS FOR NON-COMMERCIAL AND NON-INDUSTRIAL DISTRICTS (also refer to Sections 5.1.0. to 5.4.0.)</b>				
<b>Sign Type</b>	<b>FD – Future Development District</b>	<b>R8 – High Density Residential District</b>	<b>All other Residential Districts</b>	<b>P1 – Parks District, P2 – Community Service District, and P3 – Utility District</b>
<b>Portable</b>	- Permitted Use - permit required - max. height 3.0 m - max. area 5.0 m <sup>2</sup> - max. 1 per business on a Lot - max. 1 per 150.0 m of frontage	- not allowed	- not allowed	- Permitted Use - permit required - max. height 3.0 m - max. area 5.0 m <sup>2</sup> - max. 1 per business on a Lot - max. 1 per 30.0 m of frontage
<b>Projecting (includes canopy marquee, overhanging)</b>	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> per m of building Facade - may project 1.0 m into any required Yard Setback	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> per m of building Facade - may project 1.0 m into any required Yard Setback	- not allowed	- Permitted Use - no permit required - max. area 1.5 m <sup>2</sup> per m of building Facade - may project 1.0 m into any required Yard Setback
<b>Property Marketing</b>	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 30 m of frontage	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 30 m of frontage	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 30 m of frontage	- Permitted Use - permit required - max. area 3.0 m <sup>2</sup> - max. height 3.0 m - min. 0.50 m required Yard Setback - max. 1 per 60 m of frontage
<b>Real Estate</b>	- Permitted Use - no permit required - max. area 5.0 m <sup>2</sup> - max. 2 per Lot	- Permitted Use - no permit required - max. area 5.0 m <sup>2</sup> - max. 1 per Lot	- Permitted Use - no permit required - max. area 1.0 m <sup>2</sup> - max. 1 per Lot	- Permitted Use - no permit required - max. area 5.0 m <sup>2</sup> - max. 1 per Lot

<b>TABLE 5.2.0.b. - SIGN REGULATIONS FOR NON-COMMERCIAL AND NON-INDUSTRIAL DISTRICTS</b> (also refer to Sections 5.1.0. to 5.4.0.)				
<b>Sign Type</b>	<b>FD – Future Development District</b>	<b>R8 – High Density Residential District</b>	<b>All other Residential Districts</b>	<b>P1 – Parks District, P2 – Community Service District, and P3 – Utility District</b>
<b>Sandwich</b>	- Permitted Use - no permit required - max. height 1.0 m - max. area 1.0 m <sup>2</sup> - max. 1 per business	- Permitted Use - no permit required - max. height 1.0 m - max. area 1.0 m <sup>2</sup> - max. 1 per business	- Permitted Use - permit required, limited to during site development and building construction - max. height 1.0 m - max. area 1.0 m <sup>2</sup>	- Permitted Use - no permit required - max. height 1.0 m - max. area 1.0 m <sup>2</sup> - max. 1 per business
<b>Window</b>	- Permitted Use - no permit required - max. area 50% of the window it is located within	- Permitted Use - no permit required - max. area 50% of the window it is located within	- Permitted Use - not permitted, except for a home occupation - max. area 0.30 m <sup>2</sup> - max. area 50% of the window it is located within	- Permitted Use - no permit required - max. area 50% of the window it is located within

**5.2.1 Calculation of Number of Signs**

1. Where any provision of this Bylaw limits the number of signs in any circumstance, then for the purpose of determining the number of signs allowed:
  - a. a sign is considered to be a single display surface or display device containing elements organized, related and composed to form a unit;
  - b. a double faced sign is counted as a single sign; and
  - c. each element must be considered to be a single sign, where:
    - i. sign content is displayed in a random manner without organized relationships or elements; or
    - ii. relationships between elements of sign content are not clear.

**5.2.2. Area and Separation Distances**

1. Where any provision of this Bylaw limits the height of a sign, the height is calculated as the distance from finished grade to the highest point of the sign structure.
2. Where any provision of this Bylaw limits the two-dimensional area of any sign in any circumstance, then for the purpose of determining the total area of a sign:
  - a. the area must be calculated as the entire area within a single common P1 continuous perimeter enclosing the extreme limits of the content of the sign; and
  - b. only one side of a double-faced sign is used for calculating area of a sign.
3. Where any provision of this Bylaw stipulates a separation distance between signs, the distance is calculated as the distance between the points where the sign structures are in closest proximity to each other.

### 5.3.0.

#### **Enforcement Relating to Signs**

1. Every sign owner and landowner must ensure that their signs are in compliance with the regulations of this Bylaw.
2. When a sign that is subject to this Bylaw no longer fulfils its function under the terms of a development permit or the Bylaw regulations, the Development Authority may issue an order for the removal of the sign to the sign owner or landowner, which may include:
  - a. removal of the sign and all related structural components;
  - b. restoration of the immediate area around the sign to the satisfaction of the Development Authority, including the ground or the building to which the sign was attached; and
  - c. payment of all costs related to the removal and restoration.
3. Where the Development Authority believes that a sign is not authorized or not in compliance with the regulations of this Bylaw and the Development Authority has written authorization from the landowner of the lands on which the sign is located to enter onto the property, the Development Authority may enter the property and remove the sign without prior notice to any person.
4. Immediately following the impoundment of the sign, the Development Authority may provide written notice to the sign owner, when the identity of such person is ascertainable.
5. The Development Authority impounding the sign may cause the sign to be destroyed or disposed of without incurring any obligation to compensate any party:
  - a. within 30 days of issuing the notice if the sign owner is ascertainable; or
  - b. within 30 days of impounding the sign if the sign owner is not ascertainable.
6. Prior to the destruction of a sign, the sign owner may reclaim a sign that has been impounded, but the sign will not be returned to the owner unless and until payment for all impoundment and storage fees are made in an amount as determined by Council.
7. Any order or action taken pursuant to this section will be subject to the right of appeal to the appropriate appeal body.

#### **5.4.0. Sign Regulation by Type**

##### **5.4.1. Banner Signs**

1. A banner sign:
  - a. may be vertical or horizontal; and
  - b. may not be located on a roof of a building.

##### **5.4.2. Billboard Signs**

1. A billboard sign:
  - a. is only allowed on lands Adjacent to Highway 16A;
  - b. must be spaced a minimum distance of 500 m from other billboard signs facing the same traffic direction;
  - c. must be located a minimum of 1.0 m from a Lot Line; and
  - d. must be removed from a Site once Development of the Site occurs.

##### **5.4.3. Election Signs**

1. An election sign may only be erected:
  - a. in the case of a municipal election, on or after Nomination Day;
  - b. in the case of provincial or federal elections, the day the writ of election is issued by the responsible Chief Electoral Officer; or
  - c. in any other case, at an appropriate time determined by the Development Authority based on the circumstances of the election.
2. An election sign must be removed within 72 hours following an election.
3. There must be a minimum of 20 m between election signs of the same candidate or affiliation on a Lot.
4. A sign utilized for the purpose of an election that is greater than 1.5 m<sup>2</sup> and more than 2.0 m in height is not considered to be an election sign.
5. All other sign types utilized for the purpose of an election are subject to the regulations for that sign type.

##### **5.4.4. Electronic Signs**

1. **Electronic Display General Requirements**
  - a. An electronic sign may be allowed if they are integrated into a freestanding, billboard or fascia sign.
  - b. The electronic display feature of an electronic sign is a Discretionary Use.
  - c. Only one sign featuring an electronic display is allowed per Site or building.
  - d. An electronic display may be used instead of static sign content provided it does not exceed a maximum area as per Table 5.2.a. and Table 5.2.b.
2. **Electronic Display Surfaces Specifications**
  - a. Electronic display content must remain in place unchanged for a minimum of 6.0 sec before switching to new content.
  - b. The maximum transition time between each different electronic display on a sign is 0.25 sec.
  - c. The transition between each electronic display must not involve any visible effects, including but not limited to action, motion, fading in or out, dissolving, blinking, intermittent or flashing light, or the illusion of such effects.
  - d. Electronic display content must not include full motion video, movies, Moving Picture Experts Group (MPEG) or any other non-static digital format and the content must not

- be displayed using any visible effects, including but not limited to action, motion, fading in or out, dissolving, blinking, intermittent or flashing light, or the illusion of such effects.
- e. A sign featuring electronic display must be equipped with a functioning ambient light sensor and must be set to operate so as not to exceed the following limits at all times when the electronic display feature is functioning, as measured from the sign face at its maximum brightness:
    - i. a maximum of 5,000 nits from sunrise to sunset, as those times are established by the sunrise or sunset calculator of the National Research Council of Canada;
    - ii. a maximum of 300 nits from sunset to sunrise as those times are established determined by the sunrise or sunset calculator of the National Research Council of Canada; and
    - iii. the light levels around the electronic display must not at any time exceed the ambient light level by more than 5.0 LUX.
  - f. If the Development Authority determines that the brightness or light level of an electronic display exceeds the limits set out in Section 5.4.4.2.e., the Development Authority may direct the development permit holder to change the settings to bring the electronic display into compliance with this Bylaw, and if that direction is not complied with the Development Authority may issue an order directing that the electronic display be forthwith discontinued.
  - g. If any component of an electronic display fails or malfunctions such that the electronic display is no longer operating in compliance with this Bylaw or with the conditions of a development permit, the development permit holder must ensure that the electronic display is turned off until all components are fixed and operating in compliance.
  - h. The development permit holder for a sign featuring an electronic display must ensure that the Development Authority is at all times in possession of the name and telephone contact information of a person(s) having access to the technology controls for the sign, who can be contacted 24 hours a day if the sign malfunctions.

#### **5.4.5. Fascia Signs**

1. A fascia sign is allowed on each Facade of a building that does not face a Lot Line that is Adjacent to a residential district.

#### **5.4.6. Freestanding Signs**

1. Any support structure for a freestanding sign must be set back a minimum of 0.50 m from any Lot Line and no part of the sign itself may encroach onto or overhang an Adjacent property or road right of way.
2. A freestanding sign may be allowed in the C3 – Central Mixed Use District provided that there is no alternate sign location available to provide reasonable opportunity for communication.
3. A freestanding sign used as an entrance sign must identify the name of the Development it pertains to and may be required to be approved as part of the engineering drawings submitted with the development agreement.

#### **5.4.7. Home Occupation Signs**

1. A home occupation sign:
  - a. may indicate the address, owner and the name of a home occupation within a residence; and
  - b. must be placed outside against the wall of the dwelling or displayed from the inside of a window of the dwelling.

**5.4.8. Inflatable Signs**

1. An inflatable sign may be allowed year round.

**5.4.9. Menu Board Signs**

1. A menu board sign must:
  - a. be associated with a development that has a drive through service; and
  - b. adhere to Section 5.4.4.2. if electronic.

**5.4.10. Planning Bylaw Notice Signs**

1. Must be erected a minimum of 21 days before the public hearing date and removed within a maximum of 7 days following the public hearing date.
2. Must not exceed 3.0 m in height.
3. Must have a minimum Copy Area of 1.4 m<sup>2</sup> and a maximum Copy Area of 3.0 m<sup>2</sup>.
4. Must be erected in a prominent and highly visibly location on the subject site.
5. Must utilize a template provided by the Development Authority.

**5.4.11. Portable Signs**

1. A portable sign may be double-faced.
2. Any support structure for a portable sign must be set back a minimum of 0.30 m within any property and no part of the sign itself will encroach onto an Adjacent private property, public property or road right of way.
3. The Development Authority must specify, in the development permit for a sign, the period of time during which a portable sign is allowed to be exhibited, which must not exceed one year.

**5.4.12. Projecting Signs**

1. An overhanging sign suspended under a canopy must:
  - a. have a minimum vertical clearance of 2.4 m; and
  - b. be spaced a minimum of 5.0 m from another projecting sign.
2. A projecting sign must:
  - a. have a vertical clearance of at least a minimum 2.4 m; and
  - b. be spaced a minimum of 5.0 m from another projecting sign.
3. A canopy sign must be erected in such a manner that the structural support elements are designed or concealed, to appeal as an integral part of the overall sign design and such that no angle iron bracing, guide wires or similar support elements are visible from a public roadway.
4. Where any projecting sign encroaches into a road right of way, the applicant must enter into an encroachment agreement with the Municipality and obtain insurance satisfactory to the Municipality.

**5.4.13. Property Marketing Signs**

1. A property marketing sign must be double-faced.
2. Any support structure for a property marketing sign must be set back a minimum of 0.50 m from any Lot Line and no part of the sign itself may encroach onto or overhang an Adjacent property or road right of way.
3. The Development Authority may approve the display of a property marketing sign for a period not exceeding three years and reapplication is required once the term of the permit has expired.
4. Property marketing signs advertising the same Development must be located with a minimum separation of 800 m.

5. Flags, banners, inflatable objects or similar features may not be added to property marketing signs.
6. A property marking sign must be removed within 30 days of completion of the Development.

**5.4.14. Real Estate Signs**

1. A real estate sign:
  - a. may only be displayed on the property to which it pertains during the time the property is being offered for sale or rent; and
  - b. must be located at least 1.0 m from a Lot Line.

**5.4.15. Sandwich Board Signs**

1. A sandwich board sign:
  - a. must be placed on private property, except for where a building is not Setback from a property line in the C3 – Central Mixed Use District, where it may be allowed on a municipal sidewalk provided that the sign is:
    - i. only displayed near the business to which it pertains near a lamp post, garbage receptacle, tree stand or against the building; and,
    - ii. neither located at an intersection, within the direct line of pedestrian traffic, within landscaping or against a tree;
  - b. may only be displayed during the business hours of operation; and
  - c. must be spaced a minimum of 15 m from any other sandwich board signs on the same Lot.
2. Only one sandwich board sign is allowed per business.

## **PART 6 - DEFINITIONS**

### **6.1.0. List of Definitions**

1. The following section outlines definitions for key terms and words frequently used in this Bylaw. Where a word is not defined, the Development Authority will apply generally accepted definitions within the context of Canada and specifically Alberta. Where a specific use generally conforms to the wording of two or more uses, the Development Authority will determine the appropriate definition based on the scale, character and purpose of what has been proposed.

### **6.2.0. Residential Uses**

#### **Accessory Dwelling**

a self-contained Dwelling Unit that is accessory to another Dwelling Unit, which may include but is not limited to a basement suite, garage suite, garden suite, but does not include a Recreational Vehicle

#### **Detached Dwelling**

a Dwelling Unit which is completely detached and is inside a building that is not intended to be movable, does not have a visible towing apparatus or undercarriage, and must be on a foundation and connected to utilities

#### **Duplex Dwelling**

a building consisting of two Dwelling Units contained solely on one Lot

#### **Live Work Unit**

a building that contains one Dwelling Unit in addition to dedicated floor space for the purpose of conducting work where the work component may or may not be separate and distinct from the dwelling

#### **Long Term Care Facility**

a facility that provides 24-hour on-site nursing care with access to professional services including room and board services, light housekeeping services, personal care assistance, and social and recreational support

#### **Multi-Unit Dwelling**

a dwelling in either a residential building containing three or more Dwelling Units, or a building containing both residential and non-residential uses that may have a common entrance from the ground level, which is not a Row House Dwelling

#### **Residential Vehicle Storage**

Communal Recreational Vehicle storage in a residential area, which is typically coordinated by a homeowners association, condominium corporation, or a similar organization and serves the immediate residents, which is not commercial in nature and does not include the storage of equipment, containers, abandoned vehicles, or those uses identified under Outdoor Storage Accessory Development or Campground

#### **Row House Dwelling**

a dwelling in a building that is divided vertically into three or more Dwelling Units, each of which has an independent entrance to the exterior

**Semi-Detached Dwelling**

a building that is divided vertically by a common wall into two separate Dwelling Units with each Dwelling Unit having an independent entrance to the exterior and where each dwelling is located on a separate Lot

**Supportive Living Facility**

a residential Development in a congregate setting that provides access to professional services including room and board services, that may provide on-site nursing care, light housekeeping services, personal care assistance, and social and recreational support but does not include group homes

**6.3.0. Business Uses**

**Adult Entertainment**

live or pre-recorded performances that are characterized as being sexual in nature and predominantly involve the display or presentation of the nude human form

**Auctioneering**

the auctioning, storage and display of goods and equipment

**Automotive and Recreation Vehicle Sales and Service**

a development allowing for retail sales, rental or service of new or used automobiles, recreational vehicles and other similar motorized vehicles which may include snowmobiles, all-terrain vehicles, boats, utility trailers, Recreational Vehicles, but does not include Heavy Vehicle and Equipment Sales and Service

**Bar**

a development where the primary purpose is for people to purchase and consume alcoholic beverages on site, food and non-alcoholic drinks may also be available but with a limited menu where minors are typically prohibited during certain hours

**Bed and Breakfast**

a dwelling where a resident owner or manager provides overnight accommodation may provide meals for the public, not including short term rentals.

**Campground**

an area of land providing short term accommodation for Recreational Vehicles or tents, and may include but is not limited to amenities such as administrative offices, washroom facilities, playgrounds, food concession, firepits and firewood storage, water supply and general convenience stores but does not include a Detached Dwelling or a Park Model

**Cannabis Consumption Facility**

a development, or any part thereof, licensed to sell Cannabis to the public for consumption within the premises

**Cannabis Production and Distribution Facility**

a development in a stand-alone building used principally for one or more of the following activities as it relates to Cannabis: the production, cultivation and growing of Cannabis; the processing of raw materials; the making, testing, manufacturing, assembling, destruction or in any way altering the chemical or physical properties of semi-finished or finished goods or products; the storage or trans-shipping of materials, goods and products; or the distribution and sale of materials, goods and products to Cannabis Retail Sales businesses; not including Cannabis Retail Sales

**Cannabis Retail Sales**

a retail store licensed by the Province of Alberta where Cannabis and Cannabis accessories are sold to individuals who attend the premises

**Car Wash**

the commercial washing of vehicles

**Child Care Service**

a development that provides temporary care and supervision of children with facility-based early learning and care programs and may include daycares, out-of-school care, and preschools but does not include Family Day Home or a Major Home Occupation

**Contractor Service**

the provision of construction, maintenance and associated services that may require on-site storage of equipment or materials

**Distillery**

a facility, licensed by the Province, where beer, spirits and other alcoholic beverages are manufactured and may include the retail sale of products made on the premises for consumption off the premises and may also include a tasting room, where products made on the premises may be sold or provided to the public for consumption, but is not considered a restaurant or Bar, not including Cannabis Retail Sales

**Earthworks**

any work, operation, or activity that results in a disturbance of the earth, including but not limited to, the removal of topsoil, excavating, trenching, backfilling, recontouring, stockpiling and grading, which does not include activity related to a Development for which a development permit has been issued or a development agreement entered into with the Municipality

**Energy Generating Facility**

a large scale development whose primary purpose is the creation of electricity

**Food and Drink Service**

a development where the primary purpose is to sell food and drinks prepared for public consumption on or off-site and may include a restaurant and small-scale neighborhood pub, but excludes a Bar, Cannabis Consumption Facility and grocery stores

**Funeral Home**

the preparation of the dead for burial or cremation and the hosting of funeral services

**Gas Bar**

the retail sale of petroleum products, incidental auto accessories and may include a convenience store

**Heavy Vehicle and Equipment Sale and Service**

the retail sale or rental of heavy vehicles, industrial or mechanical equipment with a gross weight over 4500 kg, that are typically used in building, roadway, pipeline, oilfield and mining construction, manufacturing, assembling and processing operations and agricultural production along with maintenance services and the sale of parts of these vehicles and equipment, but does not include Automotive and Recreation Vehicle Sales and Service

**Heavy Vehicle and Equipment Wash Facility**

the commercial washing of large vehicles, including heavy trucks, equipment and Recreational Vehicles

**Hotel**

four or more rooms that provide temporary sleeping accommodations to the traveling public where access to the rooms is provided by a common interior corridor

**Indoor Entertainment Establishment**

commercial activity or recreation for amusement, primarily inside of an enclosed building, which may include but is not limited to arcades, golf simulators, escape rooms or bowling alleys

**Indoor Farm**

the cultivation and harvesting of plant or animal products primarily within enclosed buildings for the primary purpose of wholesale or retail sales, including vertical farms, hydroponic and aquaponics, not including Rural Farm, Community Gardens, or Cannabis Production and Distribution, unless operating pursuant to a registration certificate issued by the Federal Government for personal production or designated personal production for medical Cannabis

**Indoor Sales and Service**

a development where a business offers sales and services such as retail or commercial school activities strictly inside a building which may include a small animal clinic, art studio, hair salon, indoor market, office, pharmacy, pet grooming, retail store, grocery store, tailor shop, and tattoo studio but does not include Cannabis Retail Sales

**Kennel**

the boarding of household pets, which may include grooming, breeding, training, selling or any combination thereof.

**Light Industrial**

the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, operation, storage, warehousing, distribution or trans-shipment of materials, finished goods, products or equipment, and may include storage, display, sale and technical or administrative support areas, where there are no or minimal impacts to Adjacent Lots from noise, smoke, dust, odour, vibration, glare or other nuisances associated with the industrial activities of the Site

**Medium Industrial**

the manufacturing, processing, assembling, cleaning, repairing, servicing, testing, operation, storage, warehousing, distribution or trans-shipment of materials, finished goods, products or equipment, and may include storage, display, sale and technical or administrative support areas where there are impacts to Adjacent Lots from noise, smoke, dust, odour, vibration, glare or other nuisances associated with the industrial activities of the Site

**Microbrewery**

a facility where beer, spirits, and other alcoholic beverages are produced and packaged, with an annual production capacity of no more than 25 000 hl, which is commonly associated with a Food and Drink Service and may include distribution, retail, or wholesale sales, either on-site or off-site, as well as tasting rooms

**Mini storage**

a commercial space for the storage of non-hazardous goods

**Motel**

four or more rooms that provide temporary sleeping accommodations to the traveling public where access to the rooms is provided through separate exterior entrances

**Outdoor Display Area Accessory Development**

an area of a commercial or industrial Lot used for the outdoor display of goods or equipment to be sold, leased or rented where such outdoor display is accessory to the Principal Use of the Lot

**Outdoor Entertainment Establishment**

commercial activity or recreation for amusement, taking place primarily outdoors, which may include but is not limited to mini golf or rock climbing

**Outdoor Sales and Service**

a development where sales and service activities take place primarily outdoors and may include storage or display which could present limited impacts to adjacent lots and includes a building and landscaping supply centre, greenhouse and garden centre

**Outdoor Storage Accessory Development**

the storage of goods and materials outside of buildings where such storage of goods and materials is accessory to the Principal Use of the Lot

**Prefabricated Structure Accessory Development**

a large structure consisting of factory-built components that is assembled on-site, which is used to shelter and store goods and equipment but not used for human habitation, such as a quonset or an air supported frame and fabric structure

**Private Club**

an establishment where members of a philanthropic, social service, non-profit, athletic, business or fraternal organization meet and conduct social or recreational activities

**Recreation Facility**

land or a building available to the public for sports and recreational activities that may include but is not limited to Swimming Pools, fitness centers, hockey rinks, gymnasiums, tennis courts, golf courses and related instructional or training services, as well as other athletic fields, and related spectator facilities and other accessory community uses

**Recreational Vehicle Storage Facility**

a facility for the storage of Recreational Vehicles on a single property

**Recycling Depot**

a facility used for the buying, collecting and temporary storage of recyclable materials that does not include construction and demolition materials, not including a salvage yard

**Residential Sale Centre**

a permanent or temporary building or structure for the display, marketing and selling of residential lands or buildings, which includes show homes

**Rural Farm**

development for the primary production of farm products such as: dairy products; poultry products; cattle, hogs, sheep and other animals; wheat or other grains; and vegetables or other field crops; not including Cannabis Production and Distribution, unless operating pursuant to a registration certificate issued by the Federal Government for personal production or designated personal production for medical Cannabis

**Shipping Container Accessory Development**

an accessory sealed unit used for the land and sea transport of goods and materials, which may also be used for storage

**Snow Dump Site**

a location to which snow is transported for storage or disposal

**Surveillance Suite Accessory Development**

a building that provides accommodation for the sole purpose of security personnel and may include a self-contained cooking facility, washroom facility and not more than one bedroom

**Theatre**

the showing of films on screens, or the presentation of live entertainment

**Tourist Information Centre**

an establishment where information is available regarding attractions, lodgings, and other items relevant to tourism

**Veterinary Hospital**

a development used for the temporary accommodation and care or impoundment of animals and livestock which may include space for the outdoor staging or storage of animals and livestock but shall not include cremation services

**Warehousing**

a facility for the indoor storage and distribution of goods and merchandise, excluding dangerous or hazardous materials, derelict vehicles or any waste material, and may include administrative offices and sales and display of goods related to the warehouse, not including Mini Storage or Cannabis Production and Distribution

**6.4.0. Community Service Uses**

**Cemetery**

land intended or used for the interment of human or animal remains, including but not limited to memorial parks, gardens of remembrance and columbaria

**Community Facility**

a meeting place for the general public for social, cultural, educational or recreational activities or the sale of goods in association with an event, such as a convention or tradeshow, which may also include accommodations for employees or students incidental to and exclusively devoted to a Principal Use of land

**Community Garden**

the cultivation and harvesting of plant products in urban areas for the primary purpose of social or community programming, beautification, education or recreation, not including Rural Farm, Indoor Farm or Cannabis Production and Distribution

**Education Service**

a development which provides education, training and instruction and may include accessory administrative offices, food services, or other related services and typically includes community colleges, polytechnics, public and private schools, and universities but use does not include private facilities used for training and instruction in a specific trade, skill, service or artistic endeavor such as a commercial school

**Government Service**

the use of land by the Municipal, Provincial or Federal Governments for the purposes of providing services to the public, but does not include a Hospital

**Hospital**

a facility that provides in-patient and out-patient health care to the public

**Park**

a parcel of land intended, through design or natural function, to provide opportunities for either active or passive recreation, including Natural Conservation Area

**Religious Assembly**

a facility for the worship and related religious, philanthropic or social activities, which includes accessory rectories, manses, meeting rooms, food preparation, service facilities, classrooms, dormitories and other buildings, and typically pertains to churches, chapels, mosques, temples, synagogues, parish halls, convents and monasteries

**Transfer Station**

a Site for the temporary disposal of waste

**6.5.0. Signs****Abandoned Sign**

a sign which no longer advertises or identifies an existing business, owner, product, activity, lessee or service, or a sign for which a legal owner cannot be found

**Banner Sign**

a temporary sign constructed from non-rigid fabric that is attached to a pole, structure or building not including government flag

**Billboard Sign**

a sign that provides an advertising copy area a minimum of 17.0 m<sup>2</sup>, and is permanently affixed to the ground by one or two uprights or braces

**Copy Area**

the entire area of the sign within a single common continuous perimeter enclosing the extreme limits of the advertising message, announcement or decoration on the sign, where for the purpose of area calculation will be the total area within the sign perimeter and when there are multiple sides, the calculation will be the average of all of the sides of the sign

**Directional Sign**

a sign designed to direct pedestrian or vehicular traffic

**Election Sign**

a temporary sign used for the purpose of announcing or supporting candidates or issues in any federal, provincial, municipal or school board election

**Electronic Sign**

any sign that uses changing lights to form a sign message or messages and where the sequence of messages and the rate of change are programmed and can be modified through electronic technology

**Event Sign**

a temporary sign used for the purpose of advertising and directing people to a community event, which may include but is not limited to craft sales, farmers markets, trade shows and neighbourhood yard sales

**Fascia Sign**

a sign attached to, placed flat against, marked or inscribed on the exterior wall or surface of any building, but does not include a mural or projecting sign

**Freestanding Sign**

a sign supported by one or more upright poles, columns, or braces permanently fixed in or on the ground and not attached to any buildings, which may include pylon, property management, entrance, construction, Fence and address signs

**Home Occupation Sign**

a sign which displays a home occupation in a residential district

**Inflatable Sign**

an object or device enlarged or inflated, which floats, is tethered in the air or is activated by air or gas that is attached to the ground or a building and used to advertise a message

**Menu Board Sign**

a sign which displays items for purchase or information in association with a Food and Drink Service and may be electronic

**Portable Sign**

a sign which is not permanently affixed to the ground or to a building and is generally situated on a trailer or a metal frame and is easily transported

**Projecting Sign**

a sign attached to a Facade which projects either perpendicularly or at an angle from the Facade and includes awnings and canopies

**Property Marketing Sign**

a temporary sign or flag erected for the purpose of marketing and providing direction to a subdivision or development

**Real Estate Sign**

a sign pertaining to the sale or lease of the land or buildings on which the sign is located

**Roof Sign**

any sign entirely erected upon a roof or above the Parapet Wall of a building

**Sandwich Board Sign**

a sign that is double faced or "A-frame," which is set on but not attached to the ground and has no external supporting structure, no illumination, and no electronic display

**Specialized Sign**

a sign that does not fall within any other definition of a sign type within this Bylaw, which may include but is not limited to special event signs

**Window Sign**

any permanent sign either painted on or attached to a window for the purpose of being viewed from outside the premises, not including Home Occupation Sign

## 6.6.0. General Definitions

### **Abut**

immediately contiguous to, or physically touching, and when used with respect to Lots or Sites, means to share a common property line

### **Adjacent**

land that Abuts a Lot or Site, and land that would Abut a Lot or Site if not for a road, lane, walkway, watercourse, utility Lot, pipeline right-of-way, power line, railway, or similar feature

### **Cannabis**

cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the *Cannabis Act* and its regulations, as amended from time to time and includes edible products that contain cannabis

### **Cannabis Accessory**

a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers, that is represented to be used in the consumption of Cannabis or a thing that is represented to be used in the production of Cannabis; if the thing is sold at the same point of sale as Cannabis

### **Cantilever**

floorspace within a building that extends beyond the foundation wall and is not structurally supported from below

### **Corner Lot**

a Lot Adjacent to the intersection of two or more roads

### **Deck**

a horizontal structure of planks or plates 0.60 m higher than the final grade

### **Density**

the number of Dwelling Units within a defined area of land

### **Development**

as defined in the *Municipal Government Act*

### **Development Authority**

as defined in the *Municipal Government Act*

### **Discretionary Use**

a use of land or a building provided for in the districts of this Bylaw for which a development permit may be issued, upon an application having been made and the public notified in accordance with the *Municipal Government Act*

### **Dwelling Unit**

a self-contained residence comprising of a kitchen, washroom, living and sleeping facilities with a separate entrance from the exterior of a building or from a common hall, lobby or stairway inside a building

### **Existing Building or Use**

a building or use that legally existed prior to the effective date of this Bylaw

**Family Day Home**

a residence where six or fewer children, other than the children of the provider, are cared for and supervised for a portion of a day

**Facade**

means the entire face of a building including the parapet

**Fence**

a vertical, physical barrier constructed to prevent visual intrusion, unauthorized access or sound abatement

**Flankage Lot Line**

any Lot Line other than the shortest, where a Lot has two or more Lot Lines that Abut a public road, unless otherwise determined by the Development Authority in accordance to Section 3.8.1.

**Flankage Yard**

any yard not considered the Front Yard that Abuts a right of way or land used for the purposes of a public or private road of 6.0 m or more in width

**Flare**

an angled approach to a driveway from a road, which is wider than the access

**Flood Fringe**

the Flood Risk area and the Adjacent areas that would be flooded if the water level were 0.50 m higher than the areas that would be flooded after a 1 in 100-year storm event

**Flood Risk**

the area contained within a channel of a permanent or intermittent drainage, stream course or water body and the Adjacent areas that would be flooded with water after a 1 in 100-year storm event

**Front Lot Line**

the Lot Line of a Lot that Abuts a public road other than a lane, except that where a Lot has two or more Lot Lines that Abut a public road other than a lane, the shorter of these Lot Lines, unless otherwise determined by the Development Authority in accordance to Section 3.8.1.

**Front Yard**

any lands between the front Lot Line and the front of any building or structure

**General Accessory Development**

a building, structure, or use that is subordinate to, incidental to and located on the same Lot as the Principal Use; including but not limited to garages, sheds, storage buildings, gazebos, Swimming Pools and hot tubs; where a structure is attached to a principal building on a Site by a roof, an open or enclosed structure, a floor or foundation, or any structure below grade allowing access between the building and the structure, it is considered part of the principal building

**Hard Surfaced**

a ground covering consisting of asphalt, concrete, cement blocks, paving stones or other durable rigid or hard packing material which does not create dust, mud or loose material

**Height Measurement**

the vertical distance measured at finished grade at the front of the building or structure to the highest point of the building or structure

**Landing**

a horizontal structure affixed to a building to provide access that may form part of a staircase

**Landscape**

the preservation or modification of a site through the installation of trees, shrubs and plants which may incorporate additional elements such as crushed rock, pavers, bricks and stones but does not include asphalt or monolithic concrete

**Lot**

as defined in the *Municipal Government Act*

**Lot Area**

the total horizontal area within the Lot Lines of a Lot

**Lot Coverage**

the percentage of a Lot that is covered by buildings or structures at or above the finished grade, including space required for off-street parking that may be developed as a future accessory building

**Lot Depth**

the distance between the midpoints of the Front Lot Line to the midpoint of the Rear Lot Line and in the case of a curved Lot Line, the midpoint of the curve

**Lot Width**

the narrowest horizontal distance between Side Lot Lines measured 8.0 m back along the Side Lot Lines from either the Front Lot Line or the Rear Lot Line, whichever is narrower

**Major Home Occupation**

a major home occupation is an accessory use of a dwelling or accessory development by a resident, where the business operation is conducted on-site and may result in a higher level of activity or impact on the surrounding neighborhood, such as increased traffic, parking demand, or noise, while preserving the residential character of the area and excludes Family Day Homes

**Minor Home Occupation**

a minor home occupation is a home-based business operated by a resident, where the business is primarily conducted within the dwelling as a home office and the business must have little to no impact on the neighborhood, must not change the residential character of the dwelling, and must not involve outdoor storage, client visitation, or non-resident employees.

**Mural**

a pictorial representation designed or intended to reflect a thematic or artistic expression rather than advertising a concept

**Natural Conservation Area**

a Park set aside for conservation of natural features or areas of cultural or scenic value, which are intended to be kept in a natural state with limited development of pathway and

similar Landscape elements that would not impact natural landscaping and drainage patterns

**Net Residential Density**

combined total number of Lots that may potentially contain one or more dwellings divided by the combined total area of such Lots

**Off-Street Loading**

a space provided on a Lot or Site to accommodate a vehicle on a temporary basis for loading and unloading of commodities

**Parapet Wall**

that part of an exterior, party or fire wall extending above the roof line or a wall which serves as a guard at the edge of a balcony or roof

**Park Model**

a portable structure built on a chassis and mounted on wheels that provides temporary accommodation for recreation, camping or seasonal use, separate from Recreational Vehicles, and will not be used as a permanent dwelling

**Parking Facility**

a Lot with the primary function of providing vehicular parking, which typically includes surface parking Lots or parking structures located above or below grade

**Permitted Use**

a use of land or a building provided for in the districts of this Bylaw for which a development permit will be issued if an application is deemed complete and it conforms to this Bylaw, or may be issued if an application is deemed complete and it does not conform to this Bylaw, upon the public being notified in accordance with the *Municipal Government Act*

**Pie-Shaped Lot**

a Lot where the width of the Lot widens with the depth of the Lot

**Planning Bylaw Notice Sign**

a notice sign as defined in the Public Advertisement Bylaw

**Principal Use**

the primary purpose or activity for which a piece of land or its buildings are designed, arranged, developed or occupied

**Privacy Wall**

a vertical, physical barrier constructed upon or fixed to a landing, balcony, Deck or similar structure to prevent visual intrusion

**Rear Lot Line**

the Lot Line or point of intersection of the side Lot Lines farthest from and opposite the front Lot Line

**Rear Yard**

that part of a Lot which extends across the full width of a Lot between the rear Lot Line and the nearest point on the exterior of the building or structure

**Recreational Vehicle**

a portable structure carried on a vehicle or a structure transported on its own wheels to provide temporary living accommodation for recreational or travel purposes, including

vehicles such as travel trailers, 5th wheel trailers, tent trailers, campers, motorhomes, converted buses, not including a manufactured home, Park Model, or converted vans

**Setback**

the minimum horizontal distance between a building or other structure and a Lot Line, watercourse, flood plain or any other feature, excluding the eaves

**Side Lot Line**

a Lot Line other than a Front or Rear Lot Line

**Side Yard**

that part of a Lot which extends from a Front Yard to the Rear Yard between the side Lot Line of a Lot and the exterior of the building or structure

**Site**

refers to one or more Lots or parcels for which an application for a development permit has been made, and may include roads, lanes, walkways and any other land surface upon which Development is proposed

**Swimming Pool**

a structure, basin or tank containing an artificially created pool of water that is greater than 0.6 m deep at any point and is used for swimming, recreation, bathing, diving, wading or other similar purposes and includes all buildings, equipment and facilities used in connection with it, including hot tubs, above grade and inground pools, which is not a Principal Use of a Site

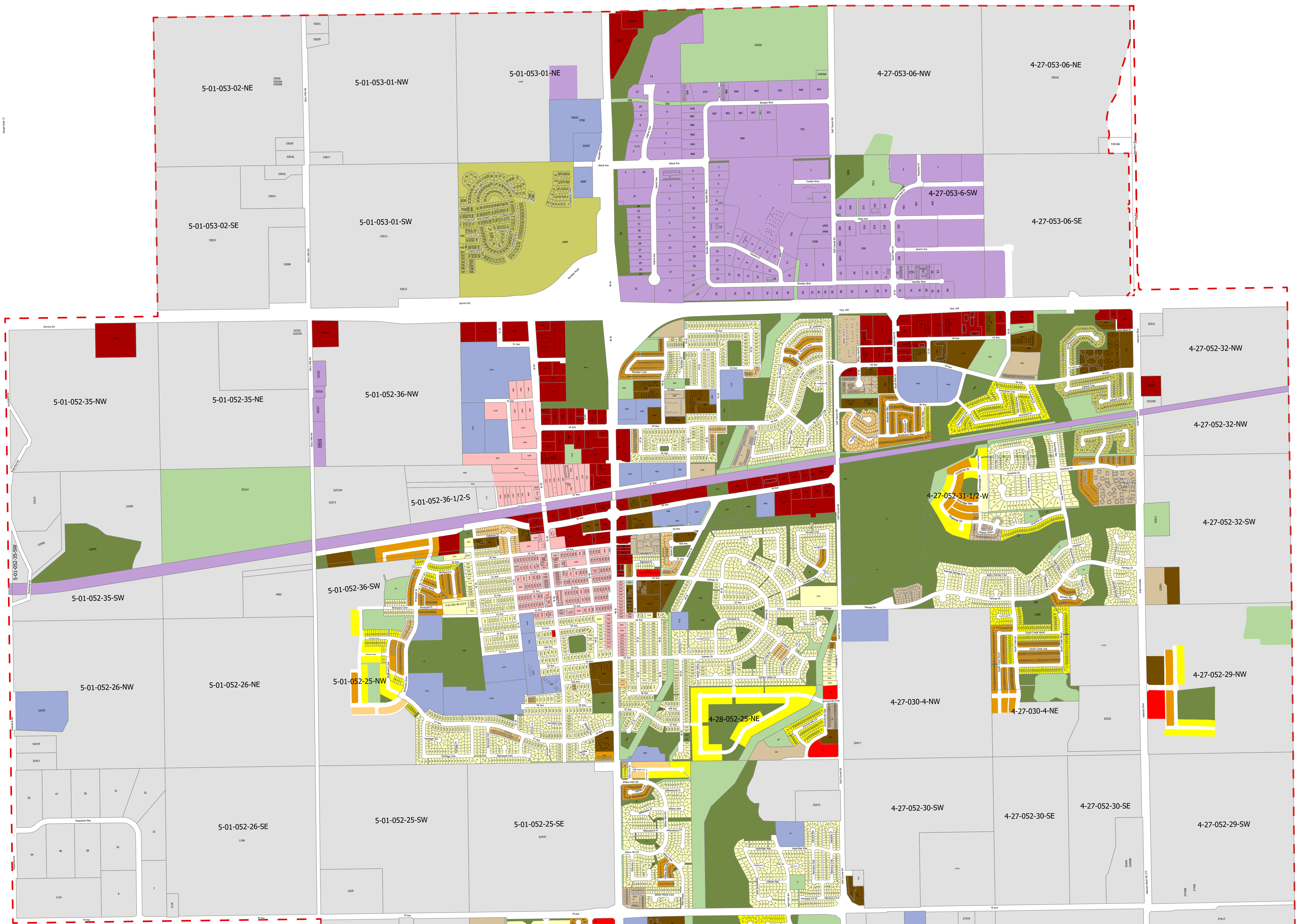
**Temporary Development**

a development for which a development permit has been issued for a limited amount of time only and which may include outdoor storage of equipment, goods, and materials including but not limited to vehicles, heavy equipment, and construction material that is not related to a Principal Use of the Lot or where a Lot does not have a Principal Use

**Yard**

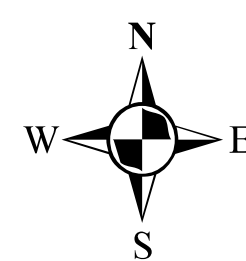
lands within a parcel

**Schedule B: Land Use Districts Map**



# Town of Stony Plain LAND USE DISTRICTS MAP

Bylaw 2735/LUO/26



Map and documents made available to the public by the Town are not legally recorded maps, nor surveys and are not intended to be used as such. The maps and documents are created as part of a Geographic Information System (GIS) that compiles records, information, and data from various sources. The source data may contain errors or omissions. If errors or discrepancies are found please contact (780) 963-2151. The Town shall not be liable for any damages or claims that arise out of the user's access to, or use of the maps, documents and data provided. Parcel Data: Aerial/S

## Land Use Bylaw Districts

- |   |                                   |                                  |
|---|-----------------------------------|----------------------------------|
| <b>Residential Districts</b>                          | <b>Employment Districts</b>       | <b>Other Land Use Districts</b>  |
| R1 – Large Lot Detached Dwelling Residential District | C1 – Local Commercial District    | P1 – Parks District              |
| R2 – Detached Dwelling Residential District           | C2 – General Commercial District  | P2 – Community Services District |
| R3 – Residential Park District                        | C3 – Central Mixed Use District   | P3 – Utility District            |
| R4 – Mixed Form Residential District                  | M1 – Business Industrial District | FD – Future Development District |
| R5 – Small Lot Mixed-Form Residential District        |                                   |                                  |
| R6 – Comprehensively Planned Residential District     |                                   |                                  |
| R7 – Multi-Unit Building Residential District         |                                   |                                  |
| R8 – High Density Residential District                |                                   |                                  |

## Map Elements

- Municipal Boundary
- Municipal Address
- Road right-of-way
- Property Lines (approximate)

April 2026

## 2026 Land Use Bylaw (LUB) Update – Summary of Purposed Changes

Category	Details	Rationale	Section
<b>Signs</b>			
Definition	Amended definition for Billboard sign to remove the maximum size regulation of 24 m <sup>2</sup> .	Sign regulations are managed within Part 5 and should not form part of a definition. Minimum size maintained to provide distinction between other Sign types, specifically Freestanding Signs.	6.5.0.
Definition	Amended definition for Election sign to remove size regulation of 1.5 m <sup>2</sup> from definition.	Sign regulations are managed within Part 5 and should not form part of a definition.	6.5.0.
Election Signs	Add a regulation to establish a maximum height of 2.0 m for election signs.  Amend to adjust the timing of placement of signs.	The current regulations for election signs do not specify a maximum height. Regulation change will provide clarity, improve safety, visual consistency, and fairness.  To provide flexibility and operational efficiency	5.1.2.1.q., 5.2.0.a., 5.2.0.b., & 5.4.3.1.a., 5.4.3.4
General Sign Provisions	Amend to require a 15 m setback between all sign types on the same lot, rather than only between certain sign types (excluding signs on a building).	To establish clear minimum standard between all sign types, reduces visual clutter, and simplifies interpretation for applicants and administrators.	5.2.0.10.
General Sign Provisions	Add a regulation requiring a minimum 2.0 m setback from driveways and access for portable and freestanding signs.	This will provide clarity, improve traffic safety and visibility, ensuring signs do not obstruct sightlines for vehicles entering or exiting a lot. The clarified lot-line setback language strengthens consistency and enforceability, helping prevent encroachment issues while maintaining compatibility with surrounding properties. Together, these changes support safer site design, reduce potential conflicts with neighbouring parcels, and enhance overall streetscape management.	5.2.0.4.
<b>Road and Related Matters</b>			
Parking Areas and Facilities - General Regulations	Add a regulation to allow a private internal road width to be reduced to 6.0 m where the road is not serving as a maneuvering aisle and does not impact turn movements or fire truck access.	To provide flexibility in site design where a wider internal road is not required for vehicle circulation or emergency response. It aims to boost land-use efficiency, decrease excess paving, and better address specific site limitations, all while preserving safety—ensuring that turning, manoeuvring, and access for fire trucks remain uncompromised.	4.2.1.4.

## 2026 Land Use Bylaw (LUB) Update – Summary of Purposed Changes

Various Yard and Lot Requirements			
Projections into Yards	Amend the regulation to increase the maximum allowable projection for decks and balconies in the rear yard to 3.5 m from 2.5 m in residential district, except the R8 district.	To support development by providing greater flexibility for decks and balconies while reducing reliance on the variance process.	Table 3.8.3
Zero Lot Line Development	Amend the zero lot line regulations to allow a detached garage to be constructed with the same zero side yard setback as the principal dwelling and to allow eaves to encroach up to 0.3m into the registered maintenance easement.	Current regulations prevent detached rear garages from being developed on laneway zero lot line lots. The proposed adjustment is intended to remove the restriction and allow a greater variety of housing products in the future as laneway zero lot line lots are developed.	3.20.2.5.b. 3.25.1.4.f. 3.25.1.7a.vi.
Zero Lot Line Development	Remove requirement for a real property report to be submitted after foundation and prior to framing.	Red tape reduction Considered low risk In line with other jurisdictions	3.25.1.8.
General Accessory Development	Amend regulation to the maximum allowable Lot coverage from 15% to 20%.	The current regulation limits the size of detached garages for row housing requiring unnecessary variances.	3.20.2.4.c.
Building Façade Regulations	Amend regulations to include all buildings facing a road	To provide clarity and enhance urban design and neighbourhood appearance.	3.23.1.1.
Regulation updates to the C3	Amend reference to comprehensively planned Site regulations to provide clarity of intent.	The R6 development regulations for comprehensively planned sites restrict development in the C3 district. This change will maintain the intent of the C3 district and provide clarity.	2.12.7.a.
Regulation updates to Fencing	Add a regulation which will allow a 1.8 m high fence in a flankage yard if the fence is setback from the lot line.	To reduce the need for variances by allowing greater flexibility in allowed fence height.	3.22.1.3.c.
Proximity to a Well Site, Pipeline or Utility Easement.	Amend regulations to remove any that are established by provincial legislation and reduce building setbacks from an easement or right of way containing a pipeline from 15 m to 5 m, except where a greater distance is required by provincial or federal regulation.	To avoid duplication with provincial regulations. By aligning municipal requirements with provincial and federal standards, the regulation ensures consistency and clarity for landowners and developers. Reducing the setback requirement aims to prevent unnecessary restrictions and supports efficient land use.	3.12.1.

**2026 Land Use Bylaw (LUB) Update – Summary of Purposed Changes**

Regulation	Remove the requirement for internal row housing to have rear yard access from public land.	Challenging to meeting the regulations in a meaningful way creating issues with administering and brings requirements in alignment with other jurisdictions.	Throughout
<b>Development Permit Requirements</b>			
Development Permit Exemption	Remove fascia signs from the development permit exemption section.	To enhance process efficiency and support effective resource management where review work for proposed development was not covered by application fees.	Table 5.2.0.a. and 5.2.0.b.
Development Permit Exemption	Remove in ground swimming pools and driveway widening from the development permit exemption.  *Seasonal or temporary above ground pools and a walkway not attached to a driveway will remain exempt from a development permit.	To enhance process efficiency and support effective resource management where review work for proposed development was not covered by application fees.	1.3.2.14. & 1.3.2.16.

**Land Use Bylaw 2735/LUO/26 - Lot Width and Area Changes – Table 1**

**R4 – Mixed Form Residential District**

*building pocket = 22'*

**Non-Rear Lane Access**

<b>LUB Section</b>	<b>Lot Width for Non -Rear Lane Access (minimum)</b>	<b>LUB Section</b>	<b>Lot Area for Non-Rear Lane Access (minimum)</b>
2.5.4.6.a.	Detached Dwelling – 9.1 m	2.5.4.7.a.	Detached Dwelling - 300 m <sup>2</sup>
2.5.4.6.b.	Duplex Dwelling – 9.1 m	2.5.4.7.b.	Duplex Dwelling - 300 m <sup>2</sup>
2.5.4.6.c.	Semi-Detached Dwelling 7.9 m	2.5.4.7.c.	Semi Detached Dwelling - 260 m <sup>2</sup>
2.5.4.6.d.	Row House Dwelling internal unit – 6.7 m	2.5.4.7.d.	Row House Dwelling internal unit - 220 m <sup>2</sup>
2.5.4.6.e.	Row House Dwelling end unit – 7.9 m	2.5.4.7.e.	Row House Dwelling end unit - 260 m <sup>2</sup>

**Land Use Bylaw 2735/LUO/26 - Lot Width and Area Changes – Table 2**

**R4 – Mixed Form Residential District  
building pocket = 20'**

**Rear Lane Access**

<b>LUB Section</b>	<b>Lot Width for Rear Lane Access (minimum)</b>	<b>LUB Section</b>	<b>Lot Area for Rear Lane Access (minimum)</b>
2.5.4.4.a.	Detached Dwelling – 8.5 m	2.5.4.5.a.	Detached Dwelling - 280 m <sup>2</sup>
2.5.4.4.b.	Duplex Dwelling – 8.5 m	2.5.4.5.b.	Duplex Dwelling - 280 m
2.5.4.4.c.	Semi-Detached Dwelling – 7.3 m	2.5.4.5.c.	Semi -Detached Dwelling - 240 m <sup>2</sup>
2.5.4.4.d.	Row House Dwelling internal unit – 6.1 m	2.5.4.5.d.	Row House Dwelling internal unit - 200 m <sup>2</sup>
2.5.4.4.e.	Row House Dwelling end unit – 7.3 m	2.5.4.5.e.	Row House Dwelling end unit - 240 m <sup>2</sup>

**Land Use Bylaw 2735/LUO/26 - Lot Width and Area Changes – Table 3**

**R5 – Small Lot Mixed-Form Residential District  
building pocket = 14'**

<b>LUB Section</b>	<b>Lot Width (minimum)</b>	<b>LUB Section</b>	<b>Lot Area (minimum)</b>
2.6.4.4.a.	Detached Dwelling – 6.7 m	2.6.4.5.a.	Detached Dwelling - 220 m <sup>2</sup>
2.6.4.4.b.	Semi-Detached Dwelling – 5.5 m	2.6.4.5.b.	Semi-Detached Dwelling - 180 m <sup>2</sup>
2.6.4.4.c.	Row House Dwelling internal unit – 4.3 m	2.6.4.5.c.	Row House Dwelling internal unit - 140 m <sup>2</sup>
2.6.4.4.d.	Row House Dwelling end unit – 5.5 m	2.6.4.5.d.	Row house Dwelling end unit - 180 m <sup>2</sup>

**Land Use Bylaw 2735/LUO/26 - Lot Width and Area Changes – Table 4**

**R6B – Comprehensively Planned Residential District**

**building pocket = 14'**

**\*25 m lot depths allowing for smaller lot area**

<b>LUB Section</b>	<b>Lot Width (minimum)</b>	<b>LUB Section</b>	<b>Lot Area (minimum)</b>
2.7.8.5.a.	Detached Dwelling – 6.7 m	2.7.8.6.a.	Detached Dwelling - 170 m <sup>2</sup>
2.7.8.5.b.	Semi-Detached Dwelling – 5.5 m	2.7.8.6.b.	Semi-Detached Dwelling - 140 m <sup>2</sup>
2.7.8.5.c.	Row House Dwelling internal unit – 4.3 m	2.7.8.6.c.	Row House Dwelling internal unit - 110 m <sup>2</sup>
2.7.8.5.d.	Row House Dwelling end unit – 5.5 m	2.7.8.6.d.	Row House Dwelling end unit - 140 m <sup>2</sup>

# NOTICE OF PUBLIC HEARING FOR – BYLAW 2735/LUO/26

– Apr 27, 2026

Public Hearings

## NOTICE OF PUBLIC HEARING – BYLAW 2735/LUO/26

Land Use Bylaw Update

**MONDAY, May 11, 2026, at 5:00 p.m.**

At the Town of Stony Plain **Council Chambers – 4905–51 Avenue**

Town of Stony Plain Council will hold a public hearing for the purpose of hearing submissions regarding Bylaw 2735/LUO/26.

### **Purpose of Bylaw 2735/LUO/26 Land Use Bylaw Update**

To adopt an updated Land Use Bylaw which provides administrative updates intended to provide clarity and address general concerns that have been raised. The Land Use Bylaw sets the rules and process for approving subdivision applications and development permits. It divides the town into land use districts (zones) and indicates the type of land use allowed in each one. It specifies general and district-specific requirements for the size and location of lots and buildings as well as provisions for parking and signage.

This year's Land Use Bylaw update has made targeted administrative amendments to improve clarity, consistency, and ease of administration. Key changes address sign definitions and standards, and introduce refinements to road, yard, and development permit requirements to support safe, flexible site and building design.

### **Council Meeting Access**

Council meetings are open to the public at Town of Stony Plain Council Chambers, 4905–51 Avenue. Council meetings are streamed virtually and meeting minutes and agendas can be viewed here: [www.stonyplain.com/councilmeetings](http://www.stonyplain.com/councilmeetings).

### **Public Hearing Procedure**

Members of the public wishing to address Council with comments on Bylaw 2735/LUO/26 may provide a written submission or make a verbal presentation during the public hearing.

Written submissions must be mailed or delivered to the Stony Plain Town Office at 4905–51 Avenue, or emailed to [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) and received by 12:00 p.m. on Monday, May 4, 2026, to be included in the public hearing agenda.

Members of the public wishing to make a verbal presentation to Council during the public hearing may register their intent to speak. Persons who wish to attend virtually to speak to this matter must pre-register by 4:00 p.m. on Friday, May 8, 2026. The registration process may be completed by calling 780-963-8585 or emailing [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) to ensure speakers have the necessary information to participate in the public hearing.

Click here to inspect and read the full text of [Bylaw 2735/LUO/26](#).

# Hacks stars take home favourite furnishings

MELISSA HANK

Hacks returned with its fifth and final season April 9 on Crave, bringing an end to the saga of Las Vegas comic Deborah Vance and comedy writer Ava Daniels. While filming the season, Jean Smart, who plays Deborah, was keen to keep mementoes from the show. Speaking with People.com, she recalled finishing scenes on each of the show's sets.

"We'd be shooting a scene and they'd go, 'OK, that's a wrap on Deborah's bedroom.' You go, 'Whoa, what? That's one of my favourite rooms on the whole set. This is the last time?'" she said. "Then they go, 'OK, that's a wrap on Deborah's kitchen.' I was like, 'No, no, no, this island is mine! This is my fantasy island.'"



Jean Smart

When asked what she took from the sets, Smart admitted to snagging "some drapes" from her character's bedroom. The window furnishings are going to a logical spot. Smart said they'll head "to my bedroom!"

Smart's co-star, Hannah Einbinder, also kept some items in honour of her character, Ava.

"I took (Ava's) driver's licence and her credit card and her hospital bracelet, and a lot of her clothes," Einbinder told People.

Even show creators Lucia Aniello, Paul W. Downs and Jen Statsky were feeling sentimental about the show's end.

"We took pepper shakers from Deborah's salt and pepper shaker (collection)," said Downs, who

also plays Jimmy LuSaque Jr. on the series.

The final season of the HBO Max original series is airing in 10 episodes. A new instalment starts streaming each week, with two episodes landing on April 30 and May 7.

# Martha Biopic Is a Good Thing

MELISSA HANK

For fans of Martha Stewart, this is a good thing. A biopic about the doyenne of domesticity is on the way, according to Variety. The publication reported earlier this month that Cate Blanchett, shown, will play Stewart in the film, which hails from Zola director Janicza Bravo. Stewart previously told Va-

riety that its title is Good Thing, which references her catchphrase "It's a good thing."

MarthaStewart.com announced news of the biopic, as well, saying, "The film will reportedly explore Martha's career as a lifestyle media maven, bestselling author and TV show host."

Good Thing follows the 2024 Netflix documentary Martha, which



was nominated for two Emmys. Stewart built her lifestyle empire in the 1990s and 2000s, becoming the first self-made female billionaire in the United States in 1999.

**Laurel Heights**  
55+ Senior Living

**Mexico**

**Hola from Mexico!**  
Tuesday, May 5th — 2 - 7 PM

**Join us to celebrate Cinco de Mayo!**

- Eats: Tacos (mini or soft-shell for residents), Enchiladas (mild), Guacamole with chips, Churros or tres leches cake for dessert
- Drinks: Margaritas
- Activities: Mexican Trivia and puzzles, vibrant decor, and a mini fiesta with music, dancing, and craft showcase

RSVP by May 1st to Shezma at 587-785-8831

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laurelheights.ca | 3110 - 22 Avenue, Edmonton | 55+ Independent Living | Supportive Living



## NOTICE OF PUBLIC HEARING FOR - BYLAW 2735/LUO/26 Land Use Bylaw Update 2026 MONDAY, May 11, 2026, at 6:00 p.m.

At the Town of Stony Plain Council Chambers – 4905-51 Avenue  
Town of Stony Plain Council will hold a public hearing for the purpose of hearing submissions regarding adoption of an updated Land Use Bylaw 2735/LUO/26.

### Purpose of Bylaw 2735/LUO/26 Land Use Bylaw Update

To adopt an updated Land Use Bylaw which provides administrative updates intended to provide clarity and address general concerns that have been raised. The Land Use Bylaw sets the rules and process for approving subdivision applications and development permits. It divides the town into land use districts (zones) and indicates the type of land use allowed in each one. It specifies general and district-specific requirements for the size and location of lots and buildings as well as provisions for parking and signage.

This year's Land Use Bylaw update has made targeted administrative amendments to improve clarity, consistency, and ease of administration. Key changes address sign definitions and standards, and introduce refinements to road, yard, and development permit requirements to support safe, flexible site and building design.

### Council Meeting Access

Council meetings are open to the public at Town of Stony Plain Council Chambers, 4905-51 Avenue. Council meetings are streamed virtually and can be watched here: [www.stonyplain.com/councilmeetings](http://www.stonyplain.com/councilmeetings)

### Public Hearing Procedure

Members of the public wishing to address Council with comments on Bylaw 2735/LUO/26 may provide a written submission or make a verbal presentation during the public hearing.

Written submissions must be mailed or delivered to the Stony Plain Town Office at 4905-51 Avenue, or emailed to [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) and received by 12:00 p.m. on Monday, May 4, 2026 to be included in the public hearing agenda.

Members of the public wishing to make a verbal presentation to Council during the public hearing may register their intent to speak by calling 780-963-8589 or emailing [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) by 4:00 p.m. on Friday, May 8, 2026.

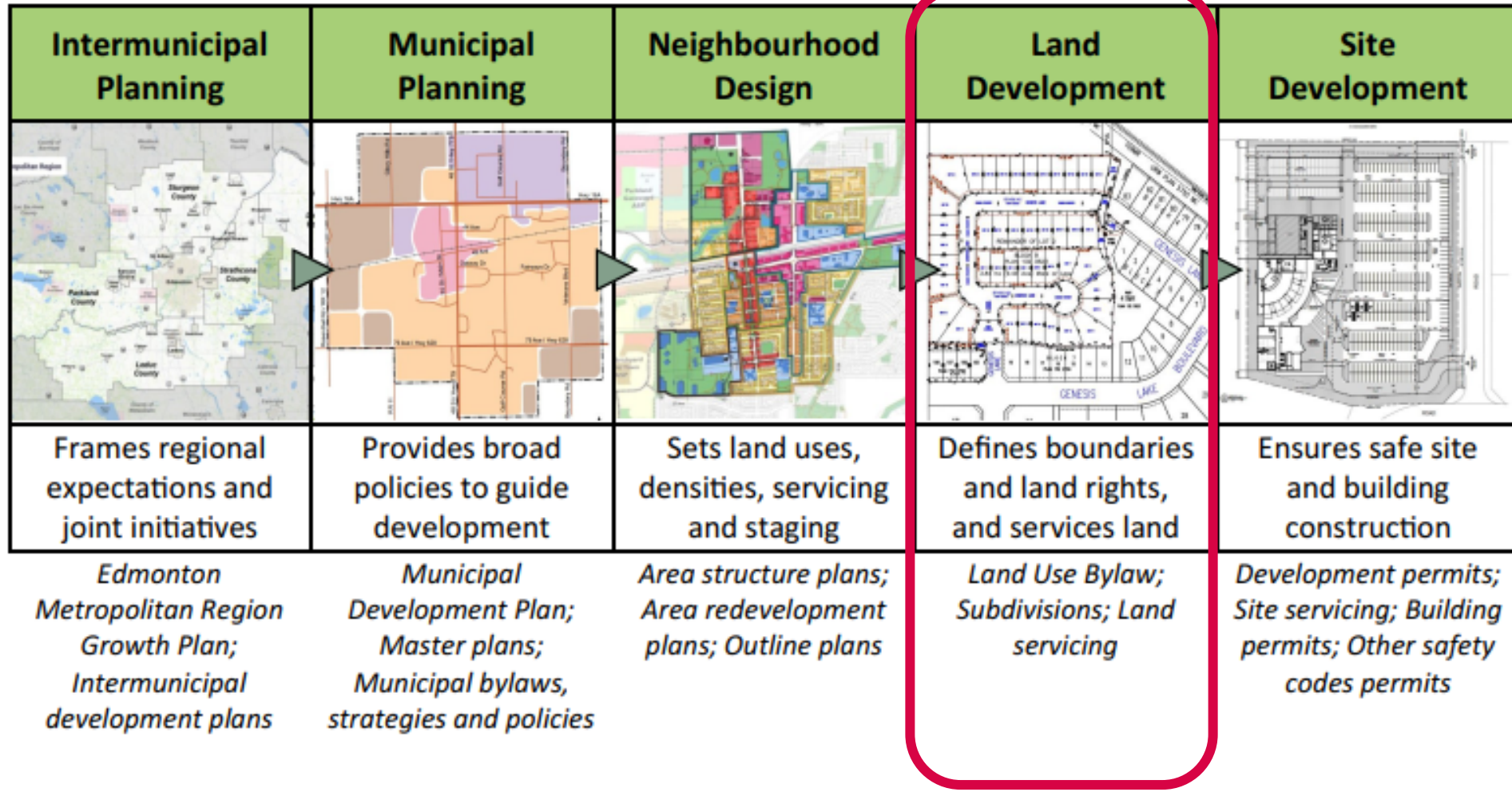
Visit [www.stonyplain.com/publichearings](http://www.stonyplain.com/publichearings) to inspect Bylaw 2735/LUO/26.

# Public Hearing – Bylaw 2735/LUO/26 Land Use Bylaw Update 2026

May 11, 2026



# THE LAND USE PLANNING FRAMEWORK IN STONY PLAIN



# History of Land Use Bylaw Updates

2021 – Administrative Update & Cannabis Amendment

2022 – Housing Strategy Implementation and Administrative Update

2023 – 2026 Land Use Bylaw Update



## The LUB Update provides an opportunity to:



- Ensure best practices are continually being applied
- Monitor and respond to trends



- Review discretionary approvals for opportunities
- Make adjustments and minor corrections



- Ensure up to date mapping

# Changes to the existing Land Use Bylaw

Summary of Changes	
Signs	<ul style="list-style-type: none"> <li>• Sign definitions updates</li> <li>• Election sign regulation update</li> <li>• Changes to separation distances between signs on the same lot</li> <li>• Introduce setbacks for portable and freestanding signs</li> </ul>
Road and Related Matters	<ul style="list-style-type: none"> <li>• Flexibility introduced for internal private road widths</li> </ul>
Various Yard and Lot Requirements	<ul style="list-style-type: none"> <li>• Revisions to rear yard deck/balcony projections</li> <li>• Adjustments to detached garage setbacks for zero lot line laneway lots</li> <li>• Adjustment to remove real property report requirement for zero lot line lots</li> <li>• Lot coverage limits increase for detached garages</li> <li>• Building façade design refinement</li> <li>• Reference changes in the C3 district</li> <li>• Regulations changes to fence height</li> <li>• Pipeline right of way updates</li> <li>• Removal of internal row housing units' access to public land</li> </ul>
Development Permit Requirements	<ul style="list-style-type: none"> <li>• Development permit exemption list updates</li> </ul>
Non-Substantive Changes	<ul style="list-style-type: none"> <li>• Standardized terms, references, phrasing, mapping, and formatting corrections</li> </ul>

Consultation BILD (formerly UDI & CHBA)

# Changes to Existing LUB (continued)

## Definitions

Update definition of billboard and election sign to remove regulations  
Minimum size of billboard retained for distinction

## Election Signs

Add 2.0 m maximum height to provide clarity, improve safety, visual consistency, and fairness.  
Adjust timing of placement to provide flexibility and operational efficiency.

## General Sign Provisions

Amend regulation to apply a 15 m setback between signs to include all sign types  
Excludes signs on a building  
Establishes a clear minimum, reduces clutter, and simplifies interpretation

## General Sign Provisions

Establish a regulation requiring a 2.0 m setback from a driveway or access for portable and freestanding sign  
Improves clarity, safety and visibility

## Parking Areas and Facilities – General Regulations

Introduce regulations allowing a private internal road width of 6.0 m where safe  
Provides flexibility in site design and boost land efficiency

# Changes to Existing LUB (continued)

## Projections into Yards

Regulation change for allowed deck and balconies projection into the rear yard from 2.5 m to 3.5 m

Provides flexibility while reducing the reliance on variances

## Zero Lot Line Development

Establish regulations allowing a detached garage setback of 0.0 m to the side lot line for lane lots

Removes restriction to support lane products

## General Accessory Development

Increase maximum allowable lot coverage from 15% to 20% for detached garages

Improves flexibility and reduce variances

## Building Façade Regulations

Amend regulations to include all buildings facing a road vs principal building

Provide clarity, enhance urban design, and neighbourhood appearance

# Changes to Existing LUB (continued)

## Regulation Updates to the C3 District

Reference update to the comprehensively planned site regulations  
Remove restriction, maintain intent of the C3 district, and provide clarity

## Regulation Updates to Fencing

Establish a regulation to allow a 1.8 m high fence in flankage yard, subject to a 1.2m setback to the lot line  
Provide flexibility and reduce the need for variances

## Proximity to a Well Site, Pipeline or Utility Easement

Remove regulations established by federal or provincial legislation  
Reduce pipeline right of way building setback from 15 m to 5 m  
Avoid duplication, removes restrictions, and align with other jurisdictions

## Development permit Requirements

Remove fascia signs, inground swimming pools and driveway widenings from the development permit exemption list  
Enhance process efficiency and support effective resource management

## Mapping Updates

Update the Edgelands district boundaries to align with the approved subdivision plans

# Comments from First Reading Discussion

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## **BILD Letter**

Requested in R5 District:

- lot width reductions to 12-ft and 14-ft building pockets (Support change by reducing building pockets in the R4, R5, and R6 by 2-ft)
- lot depth reductions to 25 m (accommodated in the R6B)
- Accessory dwellings added as a use (allowed in the R4)

## **Real Property Reports – Zero Lot Line Development**

Red tape reduction

Low risk

In line with other jurisdictions

# Advertisement

Posted on Town Website

Local Newspaper

Planning Advisory Committee

– Apr 27, 2026

Public Hearings

## NOTICE OF PUBLIC HEARING FOR – BYLAW 2735/LUO/26

Land Use Bylaw Update

**MONDAY, May 11, 2026, at 5:00 p.m.**

At the Town of Stony Plain **Council Chambers – 4905–51 Avenue**

Town of Stony Plain Council will hold a public hearing for the purpose of hearing submissions regarding Bylaw 2735/LUO/26.

### Purpose of Bylaw 2735/LUO/26 Land Use Bylaw Update

To adopt an updated Land Use Bylaw which provides administrative updates intended to provide clarity and address general concerns that have been raised. The Land Use Bylaw sets the rules and process for approving subdivision applications and development permits. It divides the town into land use districts (zones) and indicates the type of land use allowed in each one. It specifies general and district-specific requirements for the size and location of lots and buildings as well as provisions for parking and signage.

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[www.stonyplain.com/councilmeetings](http://www.stonyplain.com/councilmeetings) .

### Public Hearing Procedure

Members of the public wishing to address Council with comments on Bylaw 2735/LUO/26 may provide a written submission or make a verbal presentation during the public hearing.

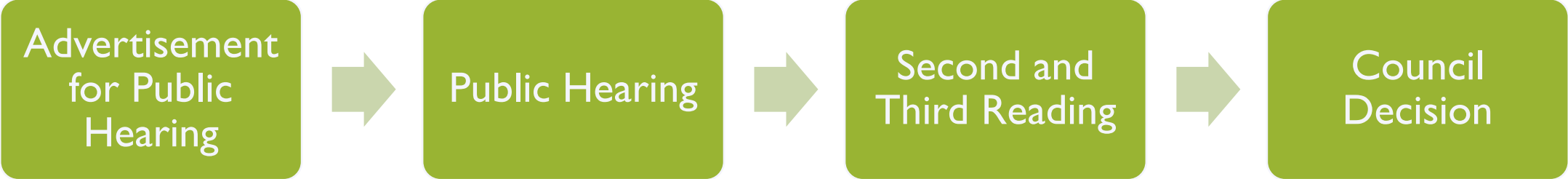
Written submissions must be mailed or delivered to the Stony Plain Town Office at 4905–51 Avenue, or emailed to [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) and received by 12:00 p.m. on Monday, May 4, 2026, to be included in the public hearing agenda.

Members of the public wishing to make a verbal presentation to Council during the public hearing may register their intent to speak. Persons who wish to attend virtually to speak to this matter must pre-register by 4:00 p.m. on Friday, May 8, 2026. The registration process may be completed by calling 780-963-8589 or emailing [Legislative@stonyplain.com](mailto:Legislative@stonyplain.com) to ensure speakers have the necessary information to participate in the public hearing.

# Next Steps

May 1, 2026

May 11, 2026



# Thank you!

Questions or comments?



**END OF ITEM**



# **Adoption of Council Minutes**

**TOWN OF STONY PLAIN  
PROVINCE OF ALBERTA  
APRIL 27, 2026 MINUTES OF THE  
REGULAR COUNCIL MEETING  
HELD IN THE TOWN OF STONY PLAIN  
COUNCIL CHAMBERS AT 5:00 PM**

**PRESENT:**

Deputy Mayor:	Justin Laurie
Councillors:	Justin Anderson
	Melanie Loyns
	Eric Meyer
	Miranda Niebergall
	Harold Pawlechko

Chief Administrative Officer:	Tom Goulden
General Manager, Community & Protective Services:	Karl Hill
General Manager, Community & Social Development:	Lisa Gilchrist
General Manager, Corporate Services:	Ann Laing
General Manager, Planning & Infrastructure:	Brett Newstead
General Manager, Strategic Services:	Brenda Otto
Manager, Engineering:	Khalid Aziz
Manager, Financial Services:	Teri Stewart
Manager, Legislative Services:	Teresa Olsen
Legislative Officer:	Christina Michaud

**EXCUSED ABSENCE:**

Mayor:	William Choy
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**OTHERS PRESENT:**

Metrix Group LLP:	Phil Dirks
Community and Social Development Roundtable, Vice Chair:	Rozanna De Groen
Members of the Public	

**1. CALL TO ORDER**

Deputy Mayor Justin Laurie called the April 27, 2026 Regular Council Meeting to order at 5:00 p.m.

**2. ADOPTION OF AGENDA**

Agenda Adoption  
39/04/26/SP

Moved that Town Council adopt the April 27, 2026 Regular Council Meeting Agenda as amended:

- 4.1 Community and Social Development Roundtable Community Report
- 4.2 2025 Town of Stony Plain Audited Financial Statements

CARRIED UNANIMOUSLY

**3. PUBLIC INPUT SESSION****4. PRESENTATIONS & DELEGATIONS**

4.1 Community and Social Development Roundtable Community Report

Community and Social Development Roundtable Vice Chair, Rozanna De Groen presented to Council an overview of the 2025 Community and Social Development Roundtable Community Report.

4.2 2025 Town of Stony Plain Audited Financial Statements

Phil Dirks, external auditor from Metrix Group LLP, provided a financial presentation and question period for Town Council.

Closed Session  
40/04/26/SP

Moved that Town Council move into Closed Session at 5:48 p.m. to discuss:

4.2 2025 Town of Stony Plain Audited Financial Statements - ATIA Section 29

CARRIED UNANIMOUSLY

In addition to Council, the following attended the Closed Session:

- Phil Dirks

Open Session  
41/04/26/SP

Moved that Town Council move out of Closed Session at 6:03 p.m.

CARRIED UNANIMOUSLY

Deputy Mayor Justin Laurie called a break at 6:03 p.m.

Deputy Mayor Justin Laurie called the Regular Council Meeting back to order at 6:14 p.m.

**5. STATUTORY PUBLIC HEARING – NIL**

**6. ADOPTION OF COUNCIL MINUTES**

6.1 Regular Council Meeting Minutes – April 13, 2026

RCM Minutes  
42/04/26/SP

Moved that Town Council approve the April 13, 2026 Regular Council Meeting Minutes as presented.

CARRIED UNANIMOUSLY

**7. COUNCIL BOARD & COMMITTEE MINUTES**

7.1 Planning Advisory Committee – January 15, 2026

7.2 Growth & Commerce Committee – February 25, 2026

7.3 Policing Committee – March 11, 2026

7.4 Town of Stony Plain Library Board – March 18, 2026

PAC, GCC, PC,  
& SPLB Minutes  
43/04/26/SP

Moved that Town Council receive the Council Board & Committee minutes for information.

CARRIED UNANIMOUSLY

**8. BYLAWS**

8.1 Speed Limit Reduction in Collector and Local Roads in Residential Areas

The Manager of Engineering gave an overview of the bylaw.

Speed Limit  
Reduction  
1<sup>st</sup> Reading  
44/04/26/SP

Moved that Town Council give first reading to Bylaw 2737/G/26, a bylaw to amend Traffic Bylaw 2677/G/23.

CARRIED UNANIMOUSLY

Moved that Town Council give second reading to Bylaw 2737/G/26.

Speed Limit  
Reduction  
Amendment  
45/04/26/SP

Moved that Town Council amend Bylaw 2737/G/26 by reducing the speed limit to 40km/hour on:

- 44<sup>th</sup> Avenue between South Park Drive and Veterans Blvd and 28<sup>th</sup> Street from 44<sup>th</sup> Avenue to Hwy 16A.
- 50<sup>th</sup> Street from 47<sup>th</sup> Avenue to Hwy 16A and on 41<sup>st</sup> Avenue from 48<sup>th</sup> Street between 50<sup>th</sup> and 51<sup>st</sup> Street and 44<sup>th</sup> Avenue from 48<sup>th</sup> Street to 50<sup>th</sup> Street.

CARRIED UNANIMOUSLY

A vote was taken on the Main Motion as amended.

Speed Limit  
Reduction 2<sup>nd</sup>  
Reading  
46/04/26/SP

Moved that Town Council give second reading to Bylaw 2737/G/26 as amended.

CARRIED UNANIMOUSLY

Speed Limit  
Reduction Unan.  
Consent  
47/04/26/SP

Moved that Town Council give unanimous consent to consider third reading to Bylaw 2737/G/26.

CARRIED UNANIMOUSLY

Speed Limit  
Reduction  
3<sup>rd</sup> Reading  
48/04/26/SP

Moved that Town Council give third reading to Bylaw 2737/G/26.

CARRIED UNANIMOUSLY

Deputy Mayor Justin Laurie called a break at 8:11 p.m.

Deputy Mayor Justin Laurie called the Regular Council Meeting back to order at 8:20 p.m.

## **9. BUSINESS ITEMS**

### **9.1 2025 Town of Stony Plain Audited Financial Statements**

The Manager of Financial Services gave a brief overview of the report.

2025 TOSP  
Audited Financial  
Statements  
49/04/26/SP

Moved that Town Council accept the Town of Stony Plain Audited Financial Statements for the year ending December 31, 2025 for information.

CARRIED UNANIMOUSLY

### **9.2 Community and Social Development Roundtable Community Report**

The General Manager of Community and Social Development gave a brief overview of the report.

CSDR  
Community  
Report  
50/04/26/SP

Moved that Town Council accept the Community and Social Development Roundtable Community Report for information.

CARRIED UNANIMOUSLY

## **10. COUNCIL DISCUSSION**

## **11. CLOSED SESSION – NIL**

## **12. ADJOURNMENT**

Deputy Mayor Justin Laurie declared the April 27, 2026 Regular Council Meeting adjourned at 8:36 p.m.

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Mayor William Choy

---

Ann Laing  
General Manager, Corporate Services

**END OF ITEM**



# **Council Board & Committee Minutes**



**Meridian Housing Foundation Board of Directors  
Organizational Meeting Minutes**

November 27, 2025 at 9:00 am

**Present:** Board Chair, Member at Large Stuart Houston  
Vice Chair, Councillor Melanie Loyns, Town of Stony Plain  
Councillor Jan Gillett, City of Spruce Grove  
Councillor Ben Jespersen, Parkland County  
Member at Large Randy Dubord  
Member at Large Cheryl Budzinski  
Member at Large Yvan Boutin

**Staff:** Lori-Anne St. Arnault, Executive Director  
Doreen Engelhardt, Director of Finance  
Virginia Mayer, Director of Housing  
Stuart Fehr, Director of Maintenance & Asset Management  
Tera Innes, Recording Secretary

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**1. Call to order**

Executive Director Lori-Anne St. Arnault called the organizational meeting of November 27, 2025 to order at 9:11 am.

**2. Adoption of agenda**

**Resolution #062/2025:**

**Moved by** Councillor Melanie Loyns to adopt the November 27, 2025 organizational agenda as presented.

**Carried Unanimously**

**3. Board orientation**

3.1 PowerPoint Presentation

Administration conducted a presentation to provide a refresher of Meridian Housing Foundation's Board Orientation.

**4. Appointment and duties of the Board**

4.1 Board Member Job Description

Administration presented the Board with the Board Member job description.

4.2 Board Chair Job Description

Administration presented the Board with the Board Chair job description.

#### 4.3 Board Vice Chair Job Description

Administration presented the Board with the Board Vice Chair job description.

**Resolution #063/2025:**

**Moved by** Member at Large Cheryl Budzinski that Councillor Melanie Loyns, Councillor Jan Gillett, Councillor Ben Jespersen, Member at Large Randy Dubord, Member at Large Yvan Boutin, Member at Large Cheryl Budzinski, and Member at Large Stuart Houston will form the 2025/2026 Meridian Housing Foundation Board of Directors.

**Carried Unanimously**

### 5. Election of Chair and Vice Chair

Executive Director Lori-Anne St Arnault made the first call for nominations of Board Chair. Councillor Melanie Loyns nominated Member at Large Stuart Houston for the position of Board Chair. Councillor Ben Jespersen nominated Member at Large Yvan Boutin for the position of Board Chair; however, Member at Large Yvan Boutin declined the nomination. Executive Director Lori-Anne St. Arnault made the second and third call for nominations with no further nominations put forward. Executive Director Lori-Anne St. Arnault ceased nominations for Board Chair.

Member at Large Stuart Houston accepted the position of Board Chair.

Executive Director Lori-Anne St. Arnault made the first call for nominations of Board Vice Chair. Councillor Jan Gillett nominated Councillor Melanie Loyns for the position of Board Vice Chair. Executive Director Lori-Anne St. Arnault made the second and third call for nominations with no further nominations put forward. Executive Director Lori-Anne St. Arnault ceased nominations for Board Vice Chair.

Councillor Melanie Loyns accepted the position of Board Vice Chair.

**Resolution #064/2025:**

**Moved by** Councillor Jan Gillett to accept Member at Large Stuart Houston as Meridian Housing Foundation's Board Chair and Councillor Melanie Loyns as the Vice Chair for the term.

**Carried Unanimously**

*Member at Large Stuart Houston assumed the role of Chair for the remainder of the meeting.*

## **6. Code of conduct and confidentiality agreement**

Administration presented the Board with renewed Code of Conduct and Confidentiality Agreements for signature.

## **7. Banking**

### **7.1 Bank Signing Authority**

#### **Resolution #065/2025:**

**Moved by** Councillor Ben Jespersen that the Chair, Member at Large Stuart Houston, Vice Chair, Councillor Melanie Loyns, Executive Director, or the Director of Finance have bank signing authority on behalf of the Meridian Housing Foundation. Two signatures are required; one from either the Board Chair or Vice Chair, and one from either the Executive Director or the Director of Finance.

**Carried Unanimously**

### **7.2 Authority for Banking Transfers**

#### **Resolution #066/2025:**

**Moved by** Member at Large Cheryl Budzinski that the Executive Director and/or Director of Finance, accounting/payroll personnel have authority on behalf of Meridian Housing Foundation for bank transfers and banking inquiries.

**Carried Unanimously**

### **7.3 Authority to Open and Close Bank Accounts**

#### **Resolution #067/2025:**

**Moved by** Councillor Jan Gillett that the Chair, Member at Large Stuart Houston, Vice Chair, Councillor Melanie Loyns, Executive Director or the Director of Finance has authority on behalf of the Meridian Housing Foundation to open and close bank accounts. Two signatures are required; one from either the Board Chair or Vice Chair, and one from either the Executive Director or the Director of Finance.

**Carried Unanimously**

**8. Scheduling of regular board meetings**

8.1 2026 Meridian Housing Foundation Regular Board Meeting Schedule

- Thursday, March 12, 2026 at 9:00 am
- Thursday, April 23, 2026 at 9:00 am
- Thursday, June 25, 2026 at 9:00 am
- Thursday, October 1, 2026 at 9:00 am
- Thursday, November 26, 2026 at 9:00 am

**Resolution #068/2025:**

**Moved by** Member at Large Yvan Boutin to adopt the 2026 Meridian Housing Foundation Regular Board Meeting Schedule as presented.

**Carried Unanimously**

**9. Adjournment**


**Resolution #069/2025:**

**Moved by** Councillor Jan Gillett to adjourn the meeting at 10:21 am.

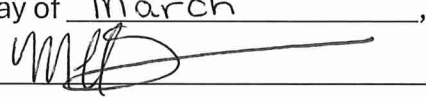
**Carried Unanimously**

The Chair, Member at Large Stuart Houston declared the meeting adjourned at 10:21 am.

These minutes were approved on the 12 day of March, 2026.



**Chair of the Board**



**Vice-Chair**



# Meridian Housing Foundation Board of Directors

## Regular Meeting Minutes

November 27, 2025 at 10:00 am

**Present:** Board Chair, Member at Large Stuart Houston  
Vice Chair, Councillor Melanie Loyns, Town of Stony Plain  
Councillor Jan Gillett, City of Spruce Grove  
Councillor Ben Jespersen, Parkland County  
Member at Large Randy Dubord  
Member at Large Cheryl Budzinski  
Member at Large Yvan Boutin

**Staff:** Lori-Anne St. Arnault, Executive Director  
Doreen Engelhardt, Director of Finance  
Virginia Mayer, Director of Housing  
Stuart Fehr, Director of Maintenance & Asset Management  
Tera Innes, Recording Secretary

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### 1. Call to order

The Chair, Member at Large Stuart Houston called the regular meeting of November 27, 2025 to order at 10:23 am.

### 2. Adoption of agenda

**Resolution #070/2025:**

**Moved by** Councillor Melanie Loyns to adopt the November 27, 2025 regular board meeting agenda as presented.

**Carried unanimously**

### 3. Reading and approval of minutes

3.1 Meridian Housing Foundation September 18, 2025 special board meeting minutes

**Resolution #071/2025:**

**Moved by** Councillor Ben Jespersen to approve the September 18, 2025 special board meeting minutes as presented.

**Carried unanimously**

3.2 Meridian Housing Foundation October 2, 2025 regular board meeting minutes

**Resolution #072/2025:**

**Moved by** Member at Large Cheryl Budzinski to approve the October 2, 2025 regular

board meeting minutes as amended.

**Carried unanimously**

- 3.3 Meridian Housing Foundation October 17, 2025 special board meeting minutes

**Resolution #073/2025:**

**Moved by** Member at Large Yvan Boutin to approve the October 17, 2025 special board meeting minutes as presented.

**Carried unanimously**

#### **4. Information reports**

- 4.1 Executive Director report
- 4.2 Housing Director report
- 4.3 Financial report
- 4.4 Compliance attestation
- 4.5 Correspondence: Spruce Grove Lodge funding update letter October 2025

**Resolution #074/2025:**

**Moved by** Councillor Melanie Loyns to receive and file all report items as information.

**Carried unanimously**

#### **5. Unfinished business**

- 5.1 2026 Year-End Auditing Services

Member at Large Yvan Boutin updated the Board on the request-for-proposal process for year-end external auditor services.

- 5.2 Horizon View Lodge

Administration provided an update on construction progress for the Horizon View Lodge project. Due to provincial requirements, the project encountered slight delays and is now reflecting an estimated completion date of October 2026.

- 5.3 Spruce Grove Family Affordable Housing

Administration provided an update on the preliminary project work that has been

taking place with the Prime Consultant.

**Resolution #075/2025:**

**Moved by** Councillor Jan Gillett to accept for information the unfinished business reports.

**Carried unanimously**

**6. New business**

6.1 2026 Health & Safety Commitment

**Resolution #076/2025:**

**Moved by** Councillor Ben Jespersen to approve the 2026 Health & Safety Commitment as presented.

**Carried unanimously**

6.2 BG 2.01 Purpose, Values and Priorities

**Resolution #077/2025:**

**Moved by** Member at Large Cheryl Budzinski to approve the Board Governance Policy 2.01: Purpose, Values and Priorities as presented.

**Carried unanimously**

6.3 Meridian Housing Foundation Bylaws

Administration brought forward the Meridian Housing Foundation Bylaws, last updated in 2021. Administration recommended minor revisions to reflect the updated title of Chief Executive Officer, meeting dates, and the Foundation's updated purpose.

**Resolution #078/2025:**

**Moved by** Councillor Melanie Loyns to table discussion on the Meridian Housing Foundation Bylaws.

**Carried unanimously**

6.4 Executive Director Title

**Resolution #079/2025:**

**Moved by** Councillor Ben Jespersen to formally acknowledge that the titles Chief Executive Officer (CEO), Chief Administrative Officer (CAO), and Executive Director (ED) designate the same position, which serves as the sole employee accountable to the Board of Directors.

**Carried unanimously**

**7. Closed session**

**Resolution #080/2025:**

**Moved by** Member at Large Yvan Boutin to enter closed session at 11:49 am.

**Carried Unanimously**

**Resolution #081/2025:**

**Moved by** Councillor Melanie Loyns to exit closed session at 12:51 pm.

**Carried Unanimously**


**8. Date, time and place of next meeting**

Meridian Housing Foundation's next regular board meeting will be held on March 12, 2026 at 9:00 am at Meridian Housing Foundation's Administration Office.

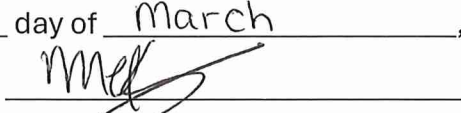
**9. Adjournment**

The Chair, Member at Large Stuart Houston declared the meeting adjourned at 12:53 pm.

These minutes were approved on the 12 day of March, 2026.



**Chair of the Board**



**Vice-Chair**

## Board of Directors

# Regular meeting minutes

**March 12, 2026 at 9:00 am**

**Present:** Board Chair, Member at Large Stuart Houston  
Vice Chair, Councillor Melanie Loyns, Town of Stony Plain  
Councillor Jan Gillett, City of Spruce Grove  
Councillor Ben Jespersen, Parkland County  
Member at Large Randy Dubord  
Member at Large Cheryl Budzinski  
Member at Large Yvan Boutin

**Staff:** Chief Executive Officer, Lori-Anne St. Arnault  
Director of Finance, Doreen Engelhardt  
Director of Housing, Virginia Mayer  
Director of Maintenance & Asset Management, Stuart Fehr  
Recording Secretary, Tera Innes

**Guests:** Auditor, Curtis Friesen, Metrix Group

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### 1. Call to Order

The Chair, Member at Large Stuart Houston called the meeting of March 12, 2026 to order at 9:04 am.

### 2. Adoption of Agenda

**Resolution #001/2026:**

**Moved by** Councillor Jan Gillett to adopt the March 12, 2026 agenda as amended.

**Carried Unanimously**

### 3. Minutes

**Resolution #002/2026:**

**Moved by** Member at Large Cheryl Budzinski to approve the November 27, 2025 organizational board meeting minutes as presented.

**Carried Unanimously**

**Resolution #003/2026:**

**Moved by** Councillor Ben Jespersen to approve the November 27, 2025 regular board meeting minutes as presented.

**Carried Unanimously**

**4. Special Orders**

4.1 2025 Year End Audit

**Resolution #004/2026:**

**Moved by** Member at Large Randy Dubord to approve the reserve transfer as per the Internally Restricted Net Assets.

**Carried Unanimously**

**Resolution #005/2026:**

**Moved by** Member at Large Cheryl Budzinski to approve the Meridian Housing Foundation Financial Statements for the year ended December 31, 2025 as presented.

**In favor:** Chair, Member at Large Stuart Houston  
Vice Chair, Councillor Melanie Loyns  
Councillor Jan Gillett  
Councillor Ben Jespersen  
Member at Large Cheryl Budzinski  
Member at Large Randy Dubord

**Opposed:** Member at Large Yvan Boutin

**Carried**

**Resolution #006/2026:**

**Moved by** Councillor Ben Jespersen to approve the Meridian Housing Foundation Self-Contained Units Financial Statements for the year ended December 31, 2025 as presented.

**In favor:** Chair, Member at Large Stuart Houston  
Vice Chair, Councillor Melanie Loyns  
Councillor Jan Gillett  
Councillor Ben Jespersen  
Member at Large Cheryl Budzinski  
Member at Large Randy Dubord

**Opposed:** Member at Large Yvan Boutin

**Carried**

## 5. Information Reports

5.1 Chief Executive Officer Report

5.2 Housing Director Report

5.3 Financial Reports

5.4 Compliance Attestation

5.5 Correspondence:

- ASCHA 2026 Convention Delegate Information Package
- ASCHA 2026 Convention Breakout Sessions for Delegate Planning

### **Resolution #007/2026:**

**Moved by** Member at Large Yvan Boutin to receive and file all report items as information.

**Carried Unanimously**

## 6. Unfinished Business and General Orders

6.1 Horizon View Lodge

Administration provided an update to the Board on the construction progress and administrative preparation for Horizon View Lodge.

6.2 Spruce Grove Family Affordable Housing

Administration updated the Board on the Affordable Housing Partnership Program funding application, Build Canada Homes funding application and project advocacy efforts. The application outcome is expected in April.

6.3 Meridian Housing Foundation Bylaws

### **Resolution #008/2026:**

**Moved by** Member at Large Randy Dubord to approve the Meridian Housing Foundation Bylaws as presented.

**Carried Unanimously**

6.4 2026 Year End Auditing Services

The audit committee Chair, Member at Large Yvan Boutin provided an update to the Board on the RFP process and progress.

**7. New Business**

7.1 Strategic Direction

The Board plans to hold a strategic capital planning session to re-evaluate the current pipeline of projects, determine priorities, and review the funding approach for upcoming capital initiatives.

**Resolution #009/2026:**

**Moved by** Councillor Ben Jespersen to enter closed session at 11:55am.

**Carried Unanimously**

**8. Closed Session**

8.1 Personnel

**Resolution #010/2026:**

**Moved by** Vice Chair, Councillor Melanie Loyns to exit closed session at 12:07 pm.

**Carried Unanimously**

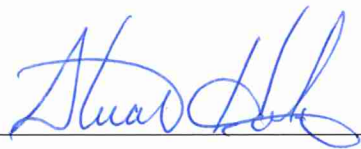
**9. Date, Time and Place of Next Meeting**


Meridian Housing Foundation’s next regular board meeting will be held on May 7, 2026 at 9:00 am at Meridian Housing Foundation’s Administration Office.

**10. Adjournment**

The Chair, Member at Large Stuart Houston, declared the meeting adjourned at 12:09 pm.

These minutes were approved on the 30 day of April, 2026.

  
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Chair of Board

  
\_\_\_\_\_  
Vice-Chair

**END OF ITEM**



**TOWN OF STONY PLAIN  
PROVINCE OF ALBERTA  
MARCH 4, 2026 MINUTES OF THE  
COMMUNITY AND SOCIAL DEVELOPMENT ROUNDTABLE  
4905-51 AVE, STONY PLAIN  
AT 5:15 P.M.**

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**MEMBERS PRESENT:**

Chair:	Rozanna De Groen
Vice-Chair:	Crystal Johnson Dawn Horne Lonnie Stewardson Frank Florkewich Renee Keough Erin Wagstaff
Sector representative for mental wellness:	Alicia Hockett
Sector representative for education:	Meg Miskolzie
Sector representative for people with disabilities:	Wendy Fuglsang
Councillor:	Melanie Loyns

**OTHERS PRESENT:**

General Manager, Community and Social Development, Staff Liaison:	Lisa Gilchrist
Community Development Officer: Program Assistant:	Brooklyn Bignell Pam Armitage

**EXCUSED ABSENCE:**

Tony McKee

**1. CALL TO ORDER**

The Chair called the March 4, 2026 Community and Social Development Roundtable meeting to order at 5:15 p.m.

**2. WELCOME****3. ADOPTION OF AGENDA**

Agenda Adoption  
04/03/26/CSD

Moved that the March 4, 2026 Community and Social Development Roundtable agenda be approved as presented.

CARRIED UNANIMOUSLY

**4. ADOPTION OF MINUTES**

CSD Minutes  
05/02/26/CSD

Moved that the February 4, 2026 Community and Social Development Roundtable minutes be approved as presented.

CARRIED UNANIMOUSLY

**5. STAFF LIAISON UPDATE**

Staff Liaison, Lisa Gilchrist, provided an update on:

- Outcomes and values from last meeting

**6. NEW BUSINESS****6.1 Well-being Presentation and 8 Domains of Health Activity**

Community Development Officer, Brooklyn Bignell provided a presentation on well-being and 8 domains of Health & Wellness.

Roundtable members participated in an interactive activity on the 8 domains.


7. **UPDATE ON ACTIVITIES**

Community Development Officer, Brooklyn Bignell, provided an update on upcoming activities throughout the region.

8. **ADJOURNMENT**

The Chair declared the March 4, 2026 Community and Social Development Roundtable meeting adjourned at 6:30 p.m.

**Next Meeting:**  
**April 29 at 5:15 p.m.**

  
\_\_\_\_\_  
Rozanna De Groen, Chair

  
\_\_\_\_\_  
Pam Armitage, Program Assistant

**END OF ITEM**



# Bylaws

**REQUEST FOR DECISION  
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Atim Creek Business Park Area Structure Plan

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**EXECUTIVE SUMMARY**

The Atim Creek Business Park Area Structure Plan (ASP) is being proposed to facilitate future development of lands located within the NW ¼ 6-53-27-4, SE ¼ 6-53-27-4 and NE ¼ 6-53-27-4. The proposal creates a major employment area adjacent to Highway 16A with commercial and industrial uses west of Atim Creek and mixed uses opportunities east of Atim Creek. This proposal aligns with the intent of the Town's Municipal Development Plan (MDP).

**RECOMMENDATION**

That Town Council:

1. give second reading to Bylaw 2734/D&P/26, a bylaw to adopt the Atim Creek Business Park Area Structure Plan; and
2. give third reading to Bylaw 2734/D&P/26.

**BACKGROUND**

Administration is recommending adopting the Atim Creek Business Park ASP for the purpose of facilitating future development of lands located within the NW ¼ 6-53-27-4, SE ¼ 6-53-27-4 and NE ¼ 6-53-27-4. This area is north of Highway 16A, west of Boundary Road and east of Golf Course Road.

From a policy standpoint, this proposal is supported by provincial and municipal policies under the MDP. Some applicable policies in the MDP include:

- 6.1.j. Area structure plans will provide appropriate buffer zones and setbacks from watercourses, water bodies and sensitive natural areas to maintain and preserve water quality and hydraulic function, while maintaining any upland habitat necessary to support the ecosystem
- 6.1.x. The Town will require new area structure plans to include policy and direction to support and enable urban agriculture in suitable areas throughout the town.
- 6.2.a. The Town will work with landowners, developers and neighbouring municipalities to develop trails, open spaces, parks and stormwater management facilities to consider local and regional ecological connectivity, protecting and restoring natural systems and environmentally significant areas.
- 6.2.e. the Town will require that future parks and trails be designated during neighbourhood planning process.
- 6.2.f. The Town will require that new area structure plans and subdivision applications connect municipal and environmental reserves throughout the plan area and adjacent development or municipalities.
- 6.2.j. The Town will require new area structure plans to incorporate best practices to minimize soil erosion and enhance riparian zones, habitat for birds, wildlife and fish in support of biodiversity and sustainability.
- 6.6.a. Commercial development along Highway 16A will be oriented to serve the needs of the vehicle-oriented public where:
  - 6.6.a.ii. on the north side of Highway 16A, uses should support business services to cater to the adjacent industrial developments.
- 6.6.c. the Town will require that any development visible from the highway, public spaces and residential areas be visually attractive.

- 6.6.d. The Town will require commercial developments fronting on Highway 16A and arterial roadways to maintain access through service roads or other forms of shared internal accesses, where possible.
- 6.6.h. The Town will encourage light-industrial and business service uses to locate between commercial and general industrial uses on Highway 16A.
- 6.6.k. The Town will promote best practices in industrial area design, such as:
  - 6.6.k.iii protection and integration of natural areas;
  - 6.6.k.iv natural stormwater management;
  - 6.6.k.vi. integration with the town's pedestrian and trail systems.

The Atim Creek Business Park ASP proposes major employment area adjacent to Highway 16A, with commercial and industrial uses west of Atim Creek and mixed uses opportunities east of Atim Creek. The ASP has been developed to complement and expand existing industrial and commercial development within the adjacent lands, while being sensitive to natural features such as Atim Creek and Whispering Waters Creek. Residential opportunities are limited to the east side of Atim Creek within the Mixed Use lands. Residential development in this location would provide housing options close to jobs, contribute to a balanced community, and support regional growth objectives.

The NE ¼ 6-53-27-4 is identified as a shadow plan area within the Development Concept of the ASP. These lands are controlled by non-participating landowners in the preparation of the ASP and hence were not included for the purposes of land use planning for future development. These lands were considered at a high-level for transportation and utility servicing to ensure overall system continuity and viable concept at full build-out. To incorporate the shadow plan area into the Development Concept of the ASP, there needs to be a plan amendment, as well as technical reports as required by the Town.

The ASP area identifies two natural features: the Atim Creek to the east and Whispering Waters Creek to the west. These creeks and the surrounding riparian areas are identified as natural areas within the Development Concept, and environmental reserve designation will occur at the redistricting and subdivision stages.

As the ASP is intended for predominantly employment-based uses, parks are proposed to be limited to Utility/Park corridors that may be developed as Town-owned public utility lots that can support trails and amenities that enhance connectivity within the transportation network. Municipal reserve dedication within the Utility/Park lands may be considered at the redistricting and subdivision stage.

A portion of the lands on the east side of Atim Creek is identified as a special study area. The Biophysical Impact Assessment recommends that these lands be considered for preservation to maintain creek riparian and hydrological function. However, as these lands are intersected by the proposed collector road going east and the Trans Mountain Pipeline right of way going north, the ecological function of the area may be impaired, hence, additional studies will have to be undertaken if the lands are to be considered for development.

The proposed transportation network aligns with the Town's Transportation Master Plan. The collector roadway network includes a series of connections to distribute traffic throughout the ASP area and connect with the North Industrial ASP lands, surrounding arterial roads and Highway 16A. The two east-west collector roads align with the City of Spruce Grove's approved design plans for the upgraded boundary road. A system of local roadways will extend from the collector roads to provide additional connectivity throughout the plan area and access to individual lots. Multi-use trails are proposed on one side of the collector roads throughout the ASP area. The designation as to which side of the collector road the multi-use trail will be on will be determined at future stages of development.

Sanitary servicing is based on gravity sanitary mains with independent connections to existing sanitary trunk lines for each quarter section. The proposed connection strategy aligns with the Water and Sanitary Master Plan Update, ensuring compliance with municipal standards. Water distribution system for the ASP area is designed to integrate seamlessly into the existing municipal network, ensuring reliable network under all critical operating scenarios. The ASP proposes four stormwater management ponds which will be designed to manage runoff and outflow at pre-development levels. The stormwater management systems will incorporate both minor and major components: underground storm sewers for up to 1-in-5-year events, and surface flood routes for up to 1-in-100-year events.

Development within the ASP area is anticipated to occur in three phases: A, B and C, with the possibility of each phase having sub-phases as warranted by lot inventory and market conditions. It is anticipated that the area west of Atim Creek within the SE 6 quarter section will be developed first, however the development staging proposed by the ASP is conceptual and subject to change prior to redistricting and subdivision approval.

The NW ¼ 6-53-27-4 and NE ¼ 6-53-27-4 are currently covered under the Fifth Meridian ASP, which was inherited by the Town from Parkland County when these lands were annexed in 2008, among other lands. The Atim Creek Business Park ASP replaces the planning framework over these areas as part of this bylaw, including the Fifth Meridian ASP.

### **Relevant Statutes/Master Plans/Documents**

*Municipal Government Act* Sections 187 to 191, 230, 606, 633, 636, 637, 638 and 692(1)  
Land Use Policies, Order in Council 522/96 Pursuant to Section 618.4 of the *Municipal Government Act*,  
Municipal Development Plan Bylaw 2631/D&P/20 Uniquely Stony Plain: Municipal Development Plan 2020  
Fifth Meridian Area Structure Plan Bylaw 27-01 (inherited from Parkland County)

### **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Foster the momentum of commercial and industrial development opportunities in our North Business Park and adjacent Highway 16A, 779, and 628.
- Guide the continued build out of employment lands and occupancy of available commercial properties with targeted investment attraction, in collaboration with Edmonton Global, and business retention and expansion efforts.

### **STAKEHOLDER AND PUBLIC PARTICIPATION**

Administration met with the Planning Advisory Committee (PAC) on April 16, 2026, presented this application and answered questions. The PAC moved that the Atim Creek Area Structure Plan be accepted for information.

The public hearing on May 11, 2026, provides an opportunity to receive feedback from the greater community.

### **COMMUNICATION**

Bylaw 2734/D&P/26 was advertised in accordance with the Advanced method in the Public Advertisement Bylaw 2681/G/23, as the subject area is part of a statutory planning document. This included two notice signs installed, a post on the Town website, and a mailout notification to properties within 90 meters of the subject site, which included landowners within Stony Plain, Spruce Grove and Parkland County. The post on the Town website includes pertinent background information, including supporting studies.

### **ATTACHMENTS**

Please see Public Hearing agenda item for attachments

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**Prepared by:** Ellen Amoh, Planner

**Reviewed by:** Miles Dibble, Manager, Planning and Development

**Reviewed by:** Teresa Olsen, Manager, Legislative Services

**Reviewed by:** Brett Newstead, General Manager, Planning & Infrastructure

**Approved by:** Tom Gulden, Chief Administrative Officer

**END OF ITEM**



**REQUEST FOR DECISION  
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Land Use Bylaw Update 2026

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**EXECUTIVE SUMMARY**

The Land Use Bylaw (LUB) Update is a yearly process which provides for administrative updates to the LUB and may also include strategic plan implementation. This year's update is limited to an administrative update, focusing on signs, road and related matters, various yard and lot requirements, and development permit requirements.

**RECOMMENDATION**

That Town Council:

1. give second reading to Bylaw 2735/LUO/26, a bylaw to prohibit or regulate and control the use and development of land and buildings in the Town of Stony Plain; and
2. give third reading to Bylaw 2735/LUO/26.

**BACKGROUND**

Council approved the current LUB on April 28, 2025, which focused on ensuring the LUB is user friendly and presented in a logical fashion. Changes reorganize regulations, definitions, and consolidation of Use classes to improve clarity and consolidate similar terms.

The annual LUB update provides an opportunity for Administration to monitor and respond to trends while applying best practices. Administration reviews and monitors discretionary approvals and variances that are being granted appropriately. Reviewing the frequency of discretionary approvals is a central factor used to ensure adjustments and minor corrections are being made accordingly.

Consultation on preliminary draft updates was completed with internal stakeholders, and our land development industry. Administration compiled, considered, and made changes to the draft based on the comments received. Administration will continue to use the yearly LUB update as a means to explore concepts and ideas brought forth by the land development industry and other stakeholders.

This update is being introduced as a new bylaw that will repeal the current bylaw and all associated amendments, rather than as an amendment to the existing bylaw. This approach ensures a clear and comprehensive version given the substantial changes made throughout the bylaw, which are not confined to only a few sections. A clean version of the proposed bylaw are attached for reference.

Like the current Bylaw, the underlying philosophy is that development and land use regulations strike a balance between different perspectives and interests. These include:

- public vs. private – managing private development to meet public policy objectives and recognizing that land use and development regulations affects people's development rights, but must be in the public interest;
- certainty vs. flexibility – a need for predictability needs to be balanced with the ability to respond to changing situations, complexity, and innovations; and
- regulations vs. ease of use – the level of control of the regulations must be appropriate to the situation and yet allow for thoughtful application, while the regulations should also be easy to use and understand and at the same time efficient to apply.

The updated LUB is cognizant of the above principles and issues of administrative clarity. These include:

- no duplication of other bylaws or acts;
- only regulations for the use of land;
- the regulation must be enforceable; and
- non-conformity should be limited.

This year's Land Use Bylaw update has made targeted administrative amendments to improve clarity, consistency, and ease of administration. Key changes address sign definitions and standards, and introduce refinements to road, yard, and development permit requirements to support safe, flexible site and building design.

Some specific changes include:

- update billboard and election sign definitions, add a maximum height regulation for election signs, and revise the timing for election sign placement;
- amend separation distances between signs on the same lots and add setback standards;
- allow reduced private internal road widths (to 6.0 m) where appropriate;
- adjust yard and general accessory development standards (rear-yard projections, detached garage lot coverage, flankage fencing, building façade provisions, and proximity and setback references to a pipeline right of way);
- update zero lot line regulations for detached garages to align with future laneway zero lot line lots
- update development permit triggers for fascia signs, underground pools, driveway widening;
- remove the rear-yard-access requirement for internal row housing;
- update Edgelands district boundaries to align with approved subdivision plans; and.
- remove the requirement for submission of a real property report after foundation and prior to framing for zero lot line development as a measure of red tape reduction. Administration considers this to be low risk and in line with other jurisdictions and therefore, comfortable recommending removal.

In response to BILD's letter dated April 10, 2026, submitted for first reading, and BILD's presentation to the Governance and Priorities Committee meeting on April 7, 2026, Administration completed a comprehensive review of the comments related to the LUB update. As a result, Administration is supportive of an amendment to reduce lot widths in the R5 - Mixed Form Residential District to accommodate 20-ft and 22-ft building pockets, and in the Small Lot R4 - Mixed-Form Residential District and the R6 - Comprehensively Planned Residential District, Option B: Mixed Form Subdivision with Individual Lots to accommodate 14-ft building pockets. Proposed changes to lot widths can be found in attachment 3 – Land Use Bylaw 2735/LUO/26 - Lot Width and Area Changes Tables. This amendment would reduce all building pocket widths by 2-ft in these districts to keep them aligned with each other.

BILD's request to reduce the minimum lot depth in the R5 District to 25 m and to add accessory dwellings as a use is not included in the proposed changes. The R6 District already accommodates a 25 ft lot depth, and the R4 District currently allows accessory dwellings. In addition, allowing accessory dwellings in the R5 District would create challenges in meeting the off-street parking requirements.

Proposed substantive changes are outlined in attachment 2 – Summary of Proposed Changes for Land Use Bylaw Update 2735/LUO/26 and highlighted in the redlined version (see April 13, 2026 Regular Council Meeting Agenda). Non-substantive changes, such as standardized terms, references, phrasing, mapping, and formatting corrections, have also been made to the clean version.

### **Relevant Statutes/Master Plans/Documents**

*Municipal Government Act Section 640*

Land Use Bylaw 2719/LUO/25 (to be repealed)

## **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Strengthen our organizational excellence and workforce effectiveness through investment in and commitment to improved service efficiency.

## **STAKEHOLDER AND PUBLIC PARTICIPATION**

Consultation on preliminary draft updates was completed with internal stakeholders, and BILD (formerly the Urban Development Institute and the Canadian Home Builders Association). BILD provided written submission at first reading, Administration is supportive of the proposed changes to lot width as a result of the written submission and provided a summary table (attachment 3). Additionally, Administration provided the final draft LUB after first reading to the Planning Advisory Committee and received general support, with no concerns raised.

The public hearing on May 11, 2026, provides an opportunity to receive feedback from the greater community.

## **COMMUNICATION**

Bylaw 2735/LUO/26 was advertised in accordance with Public Advertisement Bylaw 2681/G/23. Notification was provided via a newspaper advertisement on May 1, 2026, as well as a post on the Town's official website. This item will be included in the Council Highlights news release.

## **ATTACHMENTS**

Please see Public Hearing Lead Sheet for attachments

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**Prepared by:** Karen Majeau, Development Supervisor

**Reviewed by:** Miles Dibble, Manager, Planning and Development

**Reviewed By:** Teresa Olsen, Manager, Legislative Services

**Reviewed by:** Brett Newstead, General Manager, Planning & Infrastructure

**Approved by:** Tom Goulden, Chief Administrative Officer

**END OF ITEM**



**REQUEST FOR DECISION  
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Cemetery Bylaw Amendment

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**EXECUTIVE SUMMARY**

The Cemetery Bylaw was enacted in Q1 2025 regulating the establishment of the Town's cemetery and guiding administrative and operational processes. To align the Town's cemetery regulations with the *Cemeteries Act* and the finalized plans, amendments to certain sections of the bylaw are required. The Cemetery Bylaw Amendment provides for administrative updates, terminology changes, and compliance with the *Cemeteries Act*.

**RECOMMENDATION**

That Town Council:

1. give first reading to Bylaw 2741/G/26, a bylaw to amend Cemetery Bylaw 2710/G/24;
2. give second reading to Bylaw 2741/G/26;
3. give unanimous consent to consider third reading to Bylaw 2741/G/26; and
4. give third reading to Bylaw 2741/G/26.

**BACKGROUND**

Council approved the current Cemetery Bylaw on March 24, 2025 to regulate the cemetery and guide the development of administrative and operational services. Through a combination of benchmarking, industry consultation, best practices and Town operational requirements, cemetery procedures and operational manuals were developed to support the operation of the municipal cemetery. As the service documents were finalized, some of the initial procedures were amended to meet operational efficiencies for cemetery service provision. This has resulted in amendments to specific sections within the Cemetery Bylaw to improve clarity, consistency, ease of administration and compliance. These changes are summarized in the "Summary of Changes" sheet that follows this lead sheet.

**Relevant Statutes/Master Plans/Documents***Cemeteries Act*General Regulation (*Cemeteries Act*)

Cemetery Bylaw 2710/G/25

**STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Strengthen our organizational excellence and workforce effectiveness through investment in and commitment to improved service efficiency.

**COMMUNICATION**

This item will be included in the Council Highlights news release.

**ATTACHMENTS**

1. Bylaw Amendment 2741/G/26
2. Summary of Changes
3. Presentation

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**Prepared by:** Paul Simons, Manager, Civic and Municipal Operations  
**Reviewed by:** Teresa Olsen, Manager, Legislative Services  
**Reviewed by:** Brett Newstead, General Manager, Planning & Infrastructure  
**Approved by:** Tom Goulden, Chief Administrative Officer

## BYLAW 2741/G/26

### **BEING A BYLAW OF THE TOWN OF STONY PLAIN IN THE PROVINCE OF ALBERTA TO AMEND BYLAW 2710/G/24 TO REGULATE THE OPERATION AND USE OF A CEMETERY IN THE TOWN OF STONY PLAIN.**

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WHEREAS, Section 191 of the *Municipal Government Act*, RSA 2000, c. M-26, and amendments thereto, enables a council to amend or repeal a bylaw; and

WHEREAS, the Council of the Town of Stony Plain wishes to amend Cemetery Bylaw 2710/G/24;

NOW THEREFORE, the Council of the Town of Stony Plain in the Province of Alberta, duly assembled, hereby enacts as follows:

#### **1.0.0 Title**

1.1.0 This bylaw may be cited as the “Cemetery Bylaw Amendment”.

#### **2.0.0 General**

2.1.0 Bylaw 2710/G/24 is hereby amended by this bylaw.

2.2.0 Clause 2.18 is amended by replacing the word “plaque” with the word “medallion”.

2.3.0 Clause 2.21 is replaced with:

“Interment” means, in a manner prescribed by the Act and this bylaw, placing human remains in a suitable container or covering underground, or Cremated Remains in a suitable container underground or within a Niche in the Cemetery.

2.4.0 Clause 2.24.0 is replaced with:

“Memorial” means all engraved stone or metal features (Monuments, Flat Markers, and medallions for Group Monuments) that are set on a burial plot, Niche Cover, or Group Monument and used to memorialize a deceased person.

2.5.0 Clause 2.25.0 is amended by adding the words “, Niche Cover” after the word “Monument”

2.6.0 Clause 2.28 is amended by removing the words “a medallion with”.

2.7.0 The following definition shall be added:

“Veteran” means any person who is serving or who has honourably served in the Canadian Armed Forces, the Commonwealth or its wartime allies, or as a Regular Member of the Royal Canadian Mounted Police, or as a Peace Officer in a Special Duty Area or on a Special Duty Operation, or who has served in the Merchant Navy or Ferry Command during wartime.”

2.8.0 Clause 4.4.0 is amended by removing the words “a Scattering area”.



## Cemetery Bylaw Update – Summary of Changes

Category	Details	Rationale	Section
<b>Definitions – Section 2.0.0</b>			
Green Burial	Replace the word “plaque” with “medallion”	Green burials are provided a medallion on the group monument	2.18.0
Interment	Removal of a duplicate word – “underground”	Removing the first reference to the word as it is a duplication	2.21.0
Memorial	Removal of the first reference to Niche Covers	Medallions will not be provided for Niche Covers as the Niche Cover (door) will be provided for direct inscriptions to memorialize the remains	2.24.0
Memorial Permit	Addition of Niche Covers	A memorial permit is required to authorize inscriptions on all memorials; Niche Cover was inadvertently missed	2.25.0
Niche Cover	Removal of wording that does not apply as medallions will not be provided for Niche Covers	Inscriptions will be completed directly on the Niche Cover as is general practice	2.28.0
Veteran	Add a definition of Veteran to expand original intent	To recognize those who have served as veterans in war and peacekeeping and align with the Royal Canadian Legion definition	New clause
Veterans Area	Amending definition to align with the criteria defining Veteran	To align with the definition of Veteran	2.33.0
<b>Cemetery Operations – Section 4.0.0</b>			
Veterans Area	Removal of reference to scattering garden	The Veteran’s section does not contain a separate scattering garden however it does contain a monument for medallions; scattering will occur in the general scattering garden with a medallion placed on the Veteran’s group monument	4.4.0
<b>Interment – Section 6.0.0</b>			
Plot dimensions	Amend the dimensions for Burial Plots that allow only Flat Markers and Green Burial Plot	Amending the dimensions as the size is regulated as per the <i>Cemeteries Act</i> . The original bylaw referenced incorrect dimensions	6.5.0(b)
Liners & Vaults	Removal of clause in its entirety	Providing an option for liners and vaults to be installed. Although there are benefits to reducing the environmental impact of placement of concrete in the ground, it is acknowledged that liners and vaults can provide improved	6.11.0

**Cemetery Bylaw Update – Summary of Changes**

		stability of the burial plot and is a preference for some individuals.	
<b>Memorials – Section 7.0.0</b>			
Installation	Removal of reference for installing medallions on Niche Covers	Medallions will not be provided for Niche Covers as the Niche Cover (door) will be provided for direct inscriptions to memorialize the remains.	7.5.0
<b>Cancellation of Interment Rights – Section 11.0.0</b>			
Cancellation	Amend clause to reference reimbursement based on market value	Reimbursement for cancellation of interment rights is based on the value as of date of resale, not on price originally paid, as per the <i>Cemeteries Act</i>	11.1.0



**Bylaw 2710/G/24  
Cemetery Bylaw Amendment 2026**

May 11, 2026

STONY PLAIN

# Cemetery

52503 Rosenthal  
Road



- Ensure best practices are continually being applied
- Monitor and respond to trends



- Ensure the Bylaw meets requirements of the Cemeteries Act

# Changes to the existing Cemetery Bylaw

Category	Details	Rationale	Section
Definitions – Section 2.0.0			
Green Burial	Replace the word “plaque” with “medallion”	Green burials are provided a medallion on the group monument	2.18.0
Interment	Removal of a duplicate word – “underground”	Removing the first reference to the word as it is a duplication	2.21.0
Memorial	Removal of the first reference to Niche Covers	Medallions will not be provided for Niche Covers as the Niche Cover (door) will be provided for direct inscriptions to memorialize the remains.	2.24.0
Memorial Permit	Addition of Niche Covers	A memorial permit is required to authorize inscriptions on all memorials; Niche Cover was inadvertently missed	2.25.0
Niche Cover	Removal of wording that does not apply as medallions will not be provided for Niche Covers	Inscriptions will be completed directly on the Niche Cover as is general practice.	2.28.0
Veteran	Add a definition of Veteran to expand original intent	To recognize those who have served as veterans in war and peacekeeping and align with the Royal Canadian Legion definition	New clause
Veterans Area	Amending definition to align with the criteria defining Veteran	To align with the definition of Veteran	2.33.0
Cemetery Operations – Section 4.0.0			
Veterans Area	Removal of reference to scattering garden	The Veteran’s section does not contain a separate scattering garden however it does contain a monument for medallions; scattering will occur in the general scattering garden with a medallion placed on the Veteran’s group monument	4.4.0

# Changes to the existing Cemetery Bylaw

Category	Details	Rationale	Section
Interment – Section 6.0.0			
Plot dimensions	Amend the dimensions for Burial Plots that allow only Flat Markers and Green Burial Plot	Amending the dimensions as the size is regulated as per the <i>Cemetery Act</i> . The original bylaw referenced incorrect dimensions.	6.5.0(b)
Linens & Vaults	Removal of clause in its entirety	Providing an option for liners and vaults to be installed. Although there are benefits to reducing the environmental impact of placement of concrete in the ground, it is acknowledged that liners and vaults can provide improved stability of the burial plot and is a preference for some individuals.	6.11.0
Memorials – Section 7.0.0			
Installation	Removal of reference for installing medallions on Niche Covers	Medallions will not be provided for Niche Covers as the Niche Cover (door) will be provided for direct inscriptions to memorialize the remains.	7.5.0
Cancellation of Interment Rights – Section 11.0.0			
Cancellation	Amend clause to reference reimbursement based on market value	Reimbursement for cancellation of interment rights is based on the value as of date of resale, not on price originally paid, as per the <i>Cemeteries Act</i>	11.1.0

# Next Steps

First Reading



Second and  
Third Reading



Council  
Decision

**Thank you!**  
**Questions or comments?**



**END OF ITEM**



**REQUEST FOR DECISION  
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Fees & Charges Bylaw Amendment – Cemetery Fees

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**EXECUTIVE SUMMARY**

The cemetery was approved in the 2025 Corporate Plan for construction with opening in 2026. Ahead of opening, analysis was completed on costs and revenue to establish user fees and charges. Preliminary user fees were presented in November 2025. This update to Council is provided with the intent of amending the Fees & Charges Bylaw to include Cemetery Fees ahead of the opening of the facility.

**RECOMMENDATION**

That Town Council:

1. give first reading to Bylaw 2736/G/26, a bylaw to amend Fees and Charges Bylaw 2732/G/25, to add Cemetery Fees;
2. give second reading to Bylaw 2736/G/26;
3. give unanimous consent to consider third reading to Bylaw 2736/G/26; and
4. give third reading to Bylaw 2736/G/26.

**BACKGROUND**

The approval of the amending bylaw supports the recommendations below:

1. Fees that work towards a full cost recovery.
2. Creation of a Cemetery Stabilization reserve to ensure long term sustainability of the cemetery.
3. Payment of interment fees at the time of service.

In the 2025-2027 Corporate Plan Council approved the construction of a municipal cemetery funded by Local Government Fiscal Framework (LGFF) Grant. Construction started in 2025 and is opening in stages starting in spring 2026. Through the planning of the Cemetery, a consultant was engaged to offer their expertise in this unique service. Included in the scope of work was a financial model and comparison of user fees and charges. Subsequent to the consultants' work and the Council presentation in November, Administration completed further comparison and analysis to present the proposed fees to be added to the bylaw. Information from the consultants work along with consulting other municipalities, research on private fees, and other analytics were all used to inform the fee schedule presented.

Based on the anticipated budget provided for operations from the Town, the proposed fee schedule includes assumptions that the annual internments would average 53. To align with Council Policy C-FS-066 Revenue & Taxation section, the 5.0 user fee philosophy of user pay has been applied.

**Comparators**

The consultant used six comparators including City of Spruce Grove, City of St Albert, City of Leduc, Parkland County, Beaumont, and City of Edmonton Northern Lights Cemetery. Some of these comparators did not offer similar services or were not of similar size to the Stony Plain Cemetery, however they were in close proximity to the Town.

Administration expanded comparators by adding Fort Saskatchewan, Lloydminster, Calgary, as well as two private cemeteries in the Edmonton area. Administration also worked on updating fees for comparators available. In refreshing the analysis, the comparators all had significant increases in their rates from the prior year's data. This comparison data was included in the analysis and compilation of the fee schedule proposed.

### **Cost Recovery**

Further cost recovery analysis was undertaken after the November presentation to Council. Comparators were surveyed to identify cost recovery methods. Seven respondent municipalities included Spruce Grove, St Albert, Leduc, Fort Saskatchewan, Beaumont, Lloydminster, and Calgary. Three or 43% do not calculate a cost recovery, two or 29% are in 100%-80% range with projected declines, one municipality or 14% was at full cost recovery and one was unclear.

Administration expanded analytics to support fees that provide full cost recovery. Considerations included understood that fees are volatile based on number of plot sales as well as number of interments in a year. Variables also include the number of interments, type of interments, number of interments per plot, and type of burial. As such, based on the fees presented, different scenarios based on 53 interments could result in cost recovery considerations that range from 70-120%. Administration is recommending a year end reserve transfer for any surplus that may exist as a stabilization to offset years that may incur a deficit.

### **Perpetual Care & Reserves**

Administration consulted other municipal cemeteries on whether they utilize a perpetual care fund or reserve. Two municipalities or 29% had a perpetual care fund, five or 71% did not establish a perpetual care fund and did not contribute to a reserve. One municipality contributed to an equipment reserve for their cemetery equipment. The Town does not currently have any capital equipment related to the cemetery.

Administration is recommending a reserve be established for the purposes of cemetery stabilization and sustainability. Should a surplus exist in a year, a reserve would be established as a cemetery stabilization reserve to fund future deficit years if necessary, and fund future one time operating or capital needs. The intent would be to adopt a set of user fees and charges that are sustainable over a couple years of operations, eliminating increases and decreases each year. Once the contracted services are awarded and the Town understands trends in number and types of burials fees, the budget will be adjusted accordingly. During corporate planning, considerations will also be explored regarding consistent reserve transfers for operating stabilization and future cemetery requirements.

### **Interment Payment Timing**

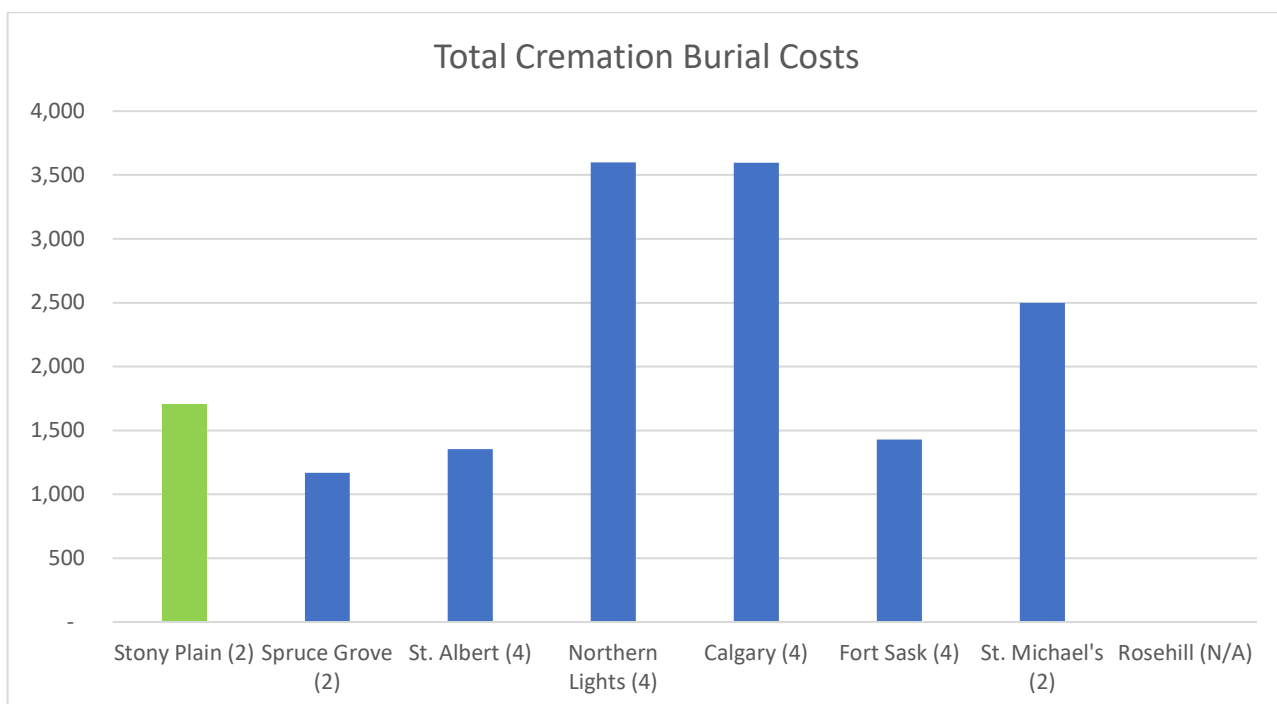
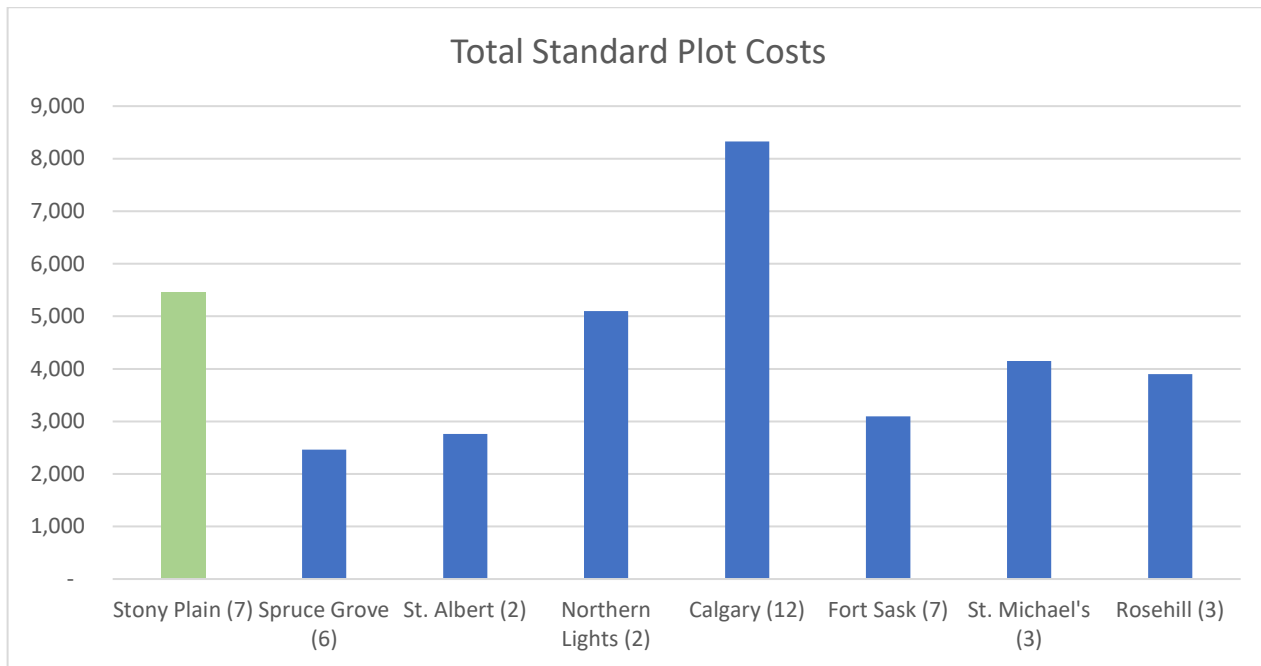
Council questions from the November meeting included information on prepayment for interment services. Through research, five or 71% of municipal cemeteries do not allow prepayment of interment fees and those who responded yes are revisiting their model structure.

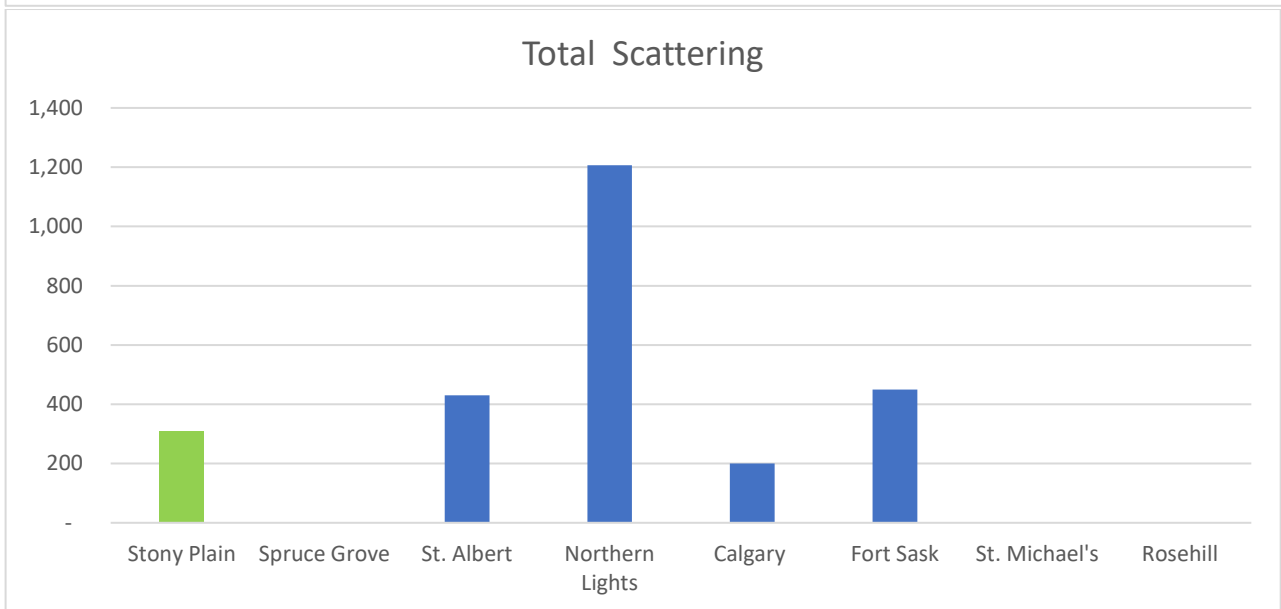
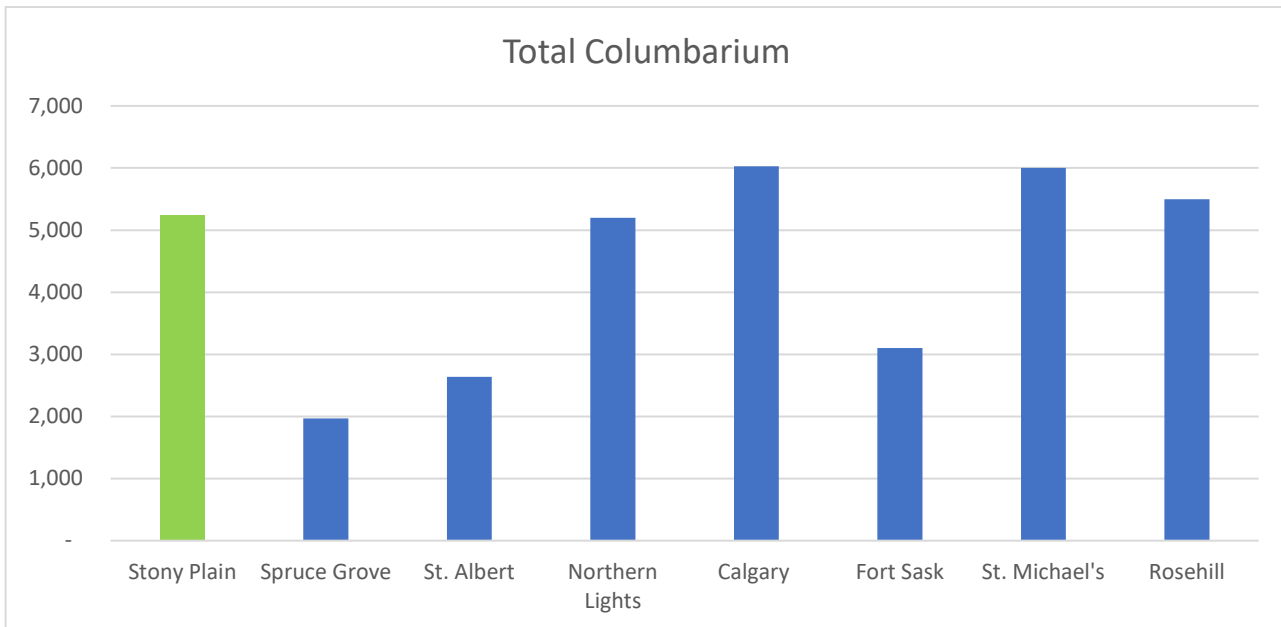
Accepting prepayment for interment fees presents several challenges and risks. The type of interment prepaid for may not be ultimately what the purchaser ends up deciding when the event occurs. Purchasers may change their preferences over time, potentially resulting in complex refunds or additional payments needed. Differences that may occur in inflationary costs or differentiating costs for services at the time of purchase versus the time of service will expose the Town to risk of unrecoverable losses within the program that would need to be covered by tax base. This approach is contrary to the user pay model outlined in Council Policy C-FS-066.

In addition, prepayments introduce greater complexity in the recording, reconciliation, and recognition and even use of revenue. In consultation and confirmation from the auditor, if interment fees are collected, they must be put in deferred revenue until the year the interment occurs as we have a future liability to deliver services. These cannot be recognized as revenue when collected. Fees for plots would be recognized in the year sold while interment services will be charged in the year the services are provided. Interment fees are set to offset costs associated with those services.

**Comparative Fee Charts**

Part of the philosophy outlined in the Revenue Policy C-FS-066 states fees for service should consider remaining competitive with other municipalities and service providers. As such detailed analysis was completed and considered in the establishment of fees. Both municipalities and private cemetery operational services were compared. It is important to note each cemetery offers different levels of service and therefore is reflective in disparities in fees. Comparators included in the demonstration include those as similar as possible to services, proximity, and a mix of municipal and private cemeteries. It is still important to note all still have unique product and service offerings as well as different cost philosophies. Each cemetery has differences regarding the number of burials per plot. For example, in a standard double-depth plot the Town allows up to seven burials. This decreases the cost per burial significantly. The charts below display total costs associated with four common different types of burials. These total costs include everything from plot, interment, and permit fee. Each burial will be unique therefore these are just for demonstration purposes. Assumptions below are based on one burial per plot however total burials allowed are denoted at the bottom of the chart next to the associated comparator as available. Blank values in the chart denote those services are not offered in the stated cemetery.





### **Alternatives**

1. Adopt a shared cost recovery model (90%, 80%, 75%) to make cemetery services in the community more affordable.
2. Eliminate cemetery stabilization reserve fund and instead adjust operating and capital budgets through the corporate plan to address infrastructure and capital needs.
3. Accept prepayment of interment fees at the time of purchase, absorb cost differences through the tax base or future user fees, and create financial process for additional or prepayment needs based on changes in product selection.

Council also has the opportunity to receive the fees for information and have the fees come back to Council once other options to the fees can be applied. This option would impact the date of sales due to the time required to configure fees within the system.

### **Summary**

Opening a new service as unique as a cemetery requires assumptions within the financial modeling and operations. In addition, tenders have not yet been secured for operational contracted services and should those costs come in differently than projected this could impact fees. Through consultation with other municipalities

many are completing a cemetery operations review and review of their fees within the next two years. There would be an opportunity to align once again in future years once they have completed detailed cost analysis.

At this time Administration is recommending the user fees as presented. As operations commence and additional services and tenders are solidified with costs defined, other fees for service will be added to the User Fees and Charges as necessary. Should a surplus exist in a year, a reserve would be established as a cemetery stabilization reserve to fund future deficit years if necessary, and fund future one time operating or capital needs. The intent would be to adopt a set of user fees and charges that are sustainable over the first 5 years, then be revisited once operations are regular.

### **Relevant Statutes/Master Plans/Documents**

Revenue & Taxation C-FS-066

### **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Embrace fiscal responsibility, priority investment, and performance measurement, linking our strategic vision and decision-making processes.
- Invest in municipal infrastructure, amenities, and facilities to ensure effective and quality service delivery

### **COMMUNICATION**

This item will be included in the Council Highlights news release.

### **BUDGET/FINANCIAL IMPACT**

Fees associated with this recovery percentage result in a tax impact of \$42,000 or 0.18% based on a full operational year and were approved by Council in the 2026-2028 Corporate Plan. As a part of this model, construction capital recovery was not taken into consideration, construction of the cemetery was funded fully by grants. Any surplus that may occur will be recommended to be transferred to a cemetery reserve at year end for future rate stabilization.

### **ATTACHMENTS**

1. Fees & Charges Bylaw Amendment
2. Presentation

---

**Prepared by:** Teri Stewart, Manager, Financial Services

**Reviewed by:** Teresa Olsen, Manager, Legislative Services

**Reviewed by:** Ann Laing, General Manager of Corporate Services

**Approved by:** Tom Goulden, Chief Administrative Officer




Schedule A

Cemetery Fees

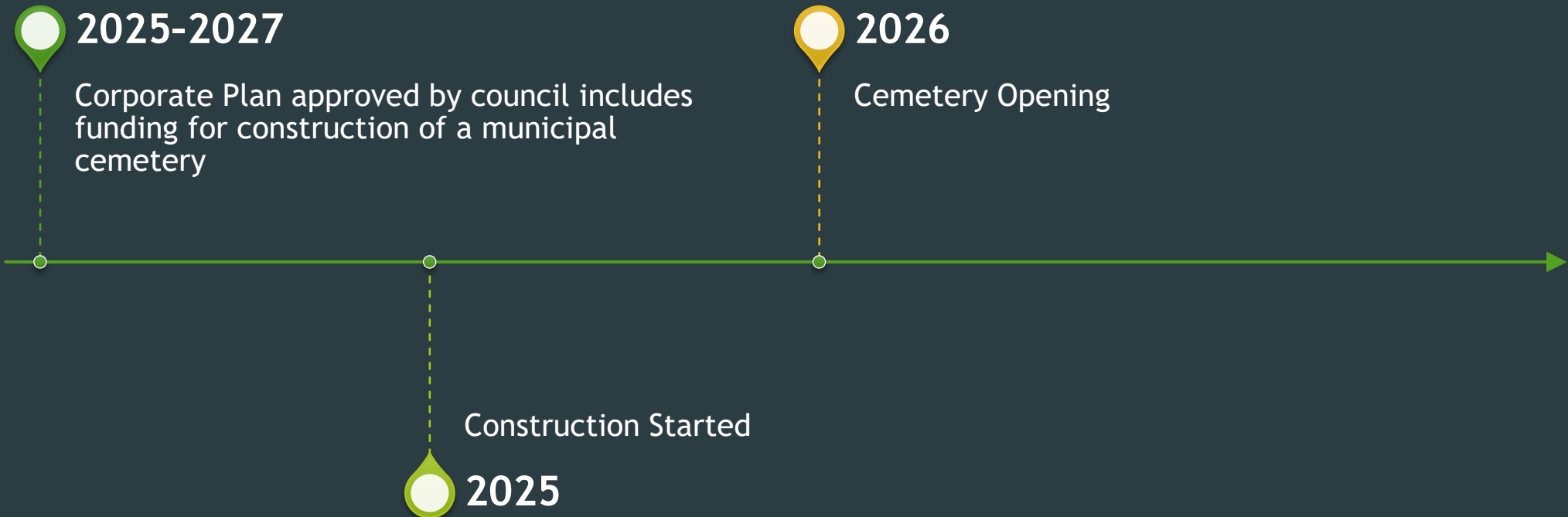
<u>Description</u>	<u>Fee</u>
<b>Plots &amp; Columbarium</b>	
Standard Single or Double Plot	\$3,375
Green Plot Single Only	\$3,375
Cremation Plot	\$1,080
Columbarium Niche Bottom Row	\$4,455
Columbarium Niche Two Middle Rows	\$4,900
Columbarium Niche Top Row	\$5,600
Veterans Area:	
Veteran Plot	\$1,600
Veteran Cremation Plot	\$540
Veteran Niche Bottom Row	\$4,455
Veteran Niche Two Middle Rows	\$4,900
Veteran Niche Top Row	\$5,600
Family Columbarium Plot	\$3,375
<b>Interment (Open/Close) Services</b>	
Full Burial (Standard depth interment)	\$2,000
Full Burial (double depth interment)	\$2,430
Green Burial (standard depth interment)	\$2,160
Full Burial - Overtime	\$500
Full Burial - Winter Additional Charge	\$1,000
Cremation in Plot	\$550
Cremation - Overtime	\$400
Cremation - Winter Additional Charge	\$500
Niche	\$340
Niche – Overtime	\$250
Niche – Winter Additional Charge	\$100
Scattering	\$310
<b>Other Services &amp; Fees</b>	
Transfer ownership back to Town	85% of current value
Disinterment	As per quote

Indigent	50% off plot fee only; Provincial proof required
Transfer of ownership administrative fee	\$50
Memorial Permit: Monuments & Flat Markers	\$75
Scattering & Green Burial	\$100
Medallion replacement	\$25
Niche door replacement	\$250
Family Columbarium Purchase & Installation	Market value at time of purchase



# User Fees & Charges Bylaw Update - Cemetery Fees May 11, 2026

# Timelines



# Fees Establishment

- ▶ Consultant Financial Model Report
- ▶ Revenue & Taxation Policy C-FS-066
  - ▶ Cost Recovery
  - ▶ Comparison of other Municipalities or like service organizations
- ▶ Comparators Engaged for Fees & process
- ▶ Capital
  - ▶ Recovery does not contemplate land cost, construction or any capital equipment
- ▶ Annual Internments
  - ▶ Estimated at 53
- ▶ Operational Expense
  - ▶ Estimated at \$171,580

# Comparators

- ▶ Comparators Engaged for fees and/or process
  - ▶ City of Spruce Grove \*
  - ▶ City of St Albert \*
  - ▶ City of Leduc \*
  - ▶ Parkland County
  - ▶ Beaumont \*
  - ▶ City of Edmonton Northern Lights Cemetery
  - ▶ Fort Saskatchewan \*
  - ▶ Lloydminster \*
  - ▶ Calgary \*
  - ▶ St Michael's - private
  - ▶ Rosehill - private

\* Denotes process survey respondents referenced in the RFD

# Cost Recovery

Full cost recovery targeted



Variables that may impact:

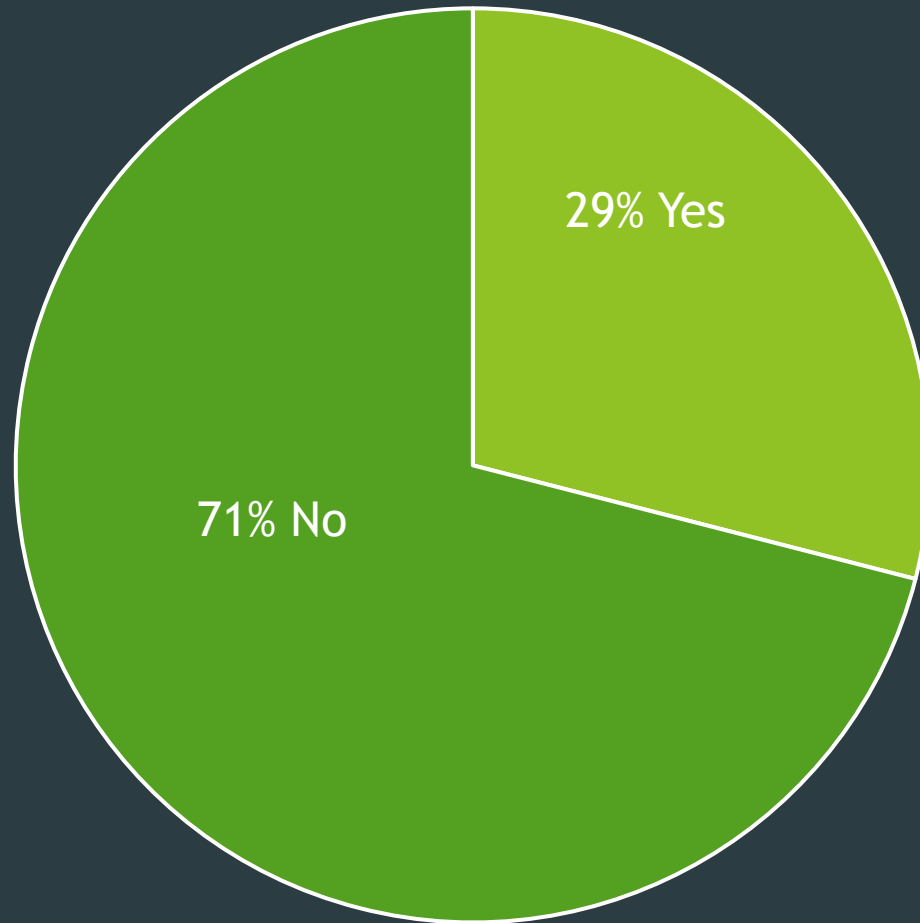
Number of  
interments

Type of interments

Number of  
interments per plot

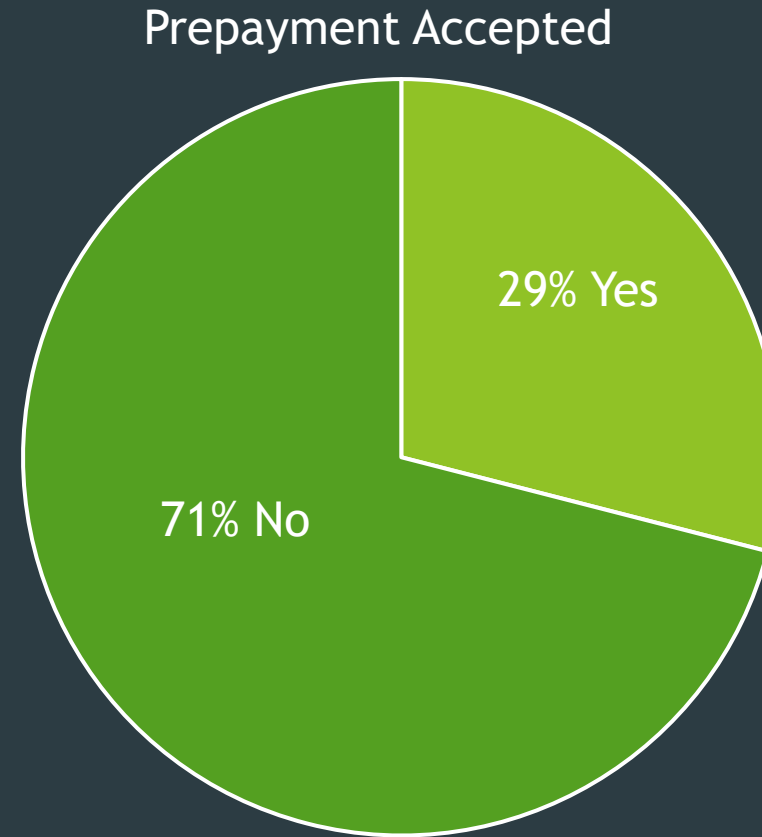
Type of burial

# Perpetual Care & Reserves

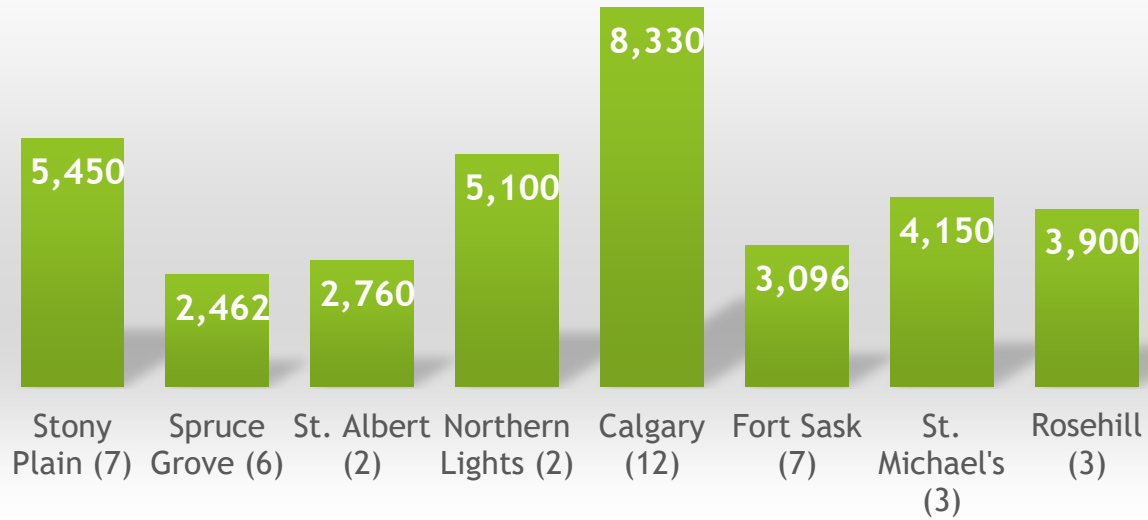


# Interment Payment Timing

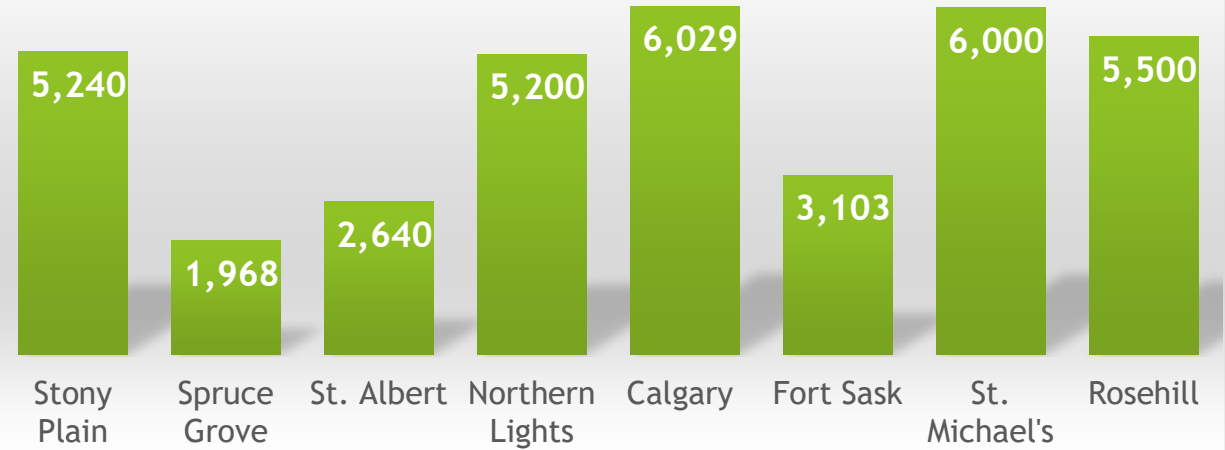
- ▶ Preferences change
- ▶ Management of refunds
- ▶ Additional payments required
- ▶ Inflationary Cost recovery
- ▶ Unrecoverable losses
- ▶ User pay philosophy (C-FS-066)
- ▶ Increased complexity in tracking & reporting



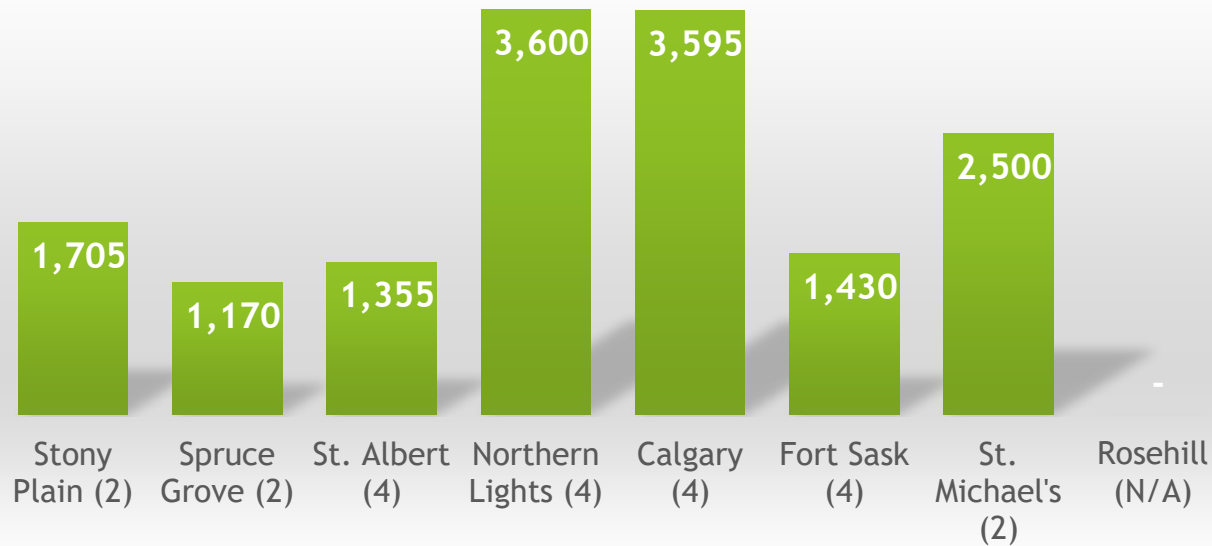
### Total Standard Plot Costs



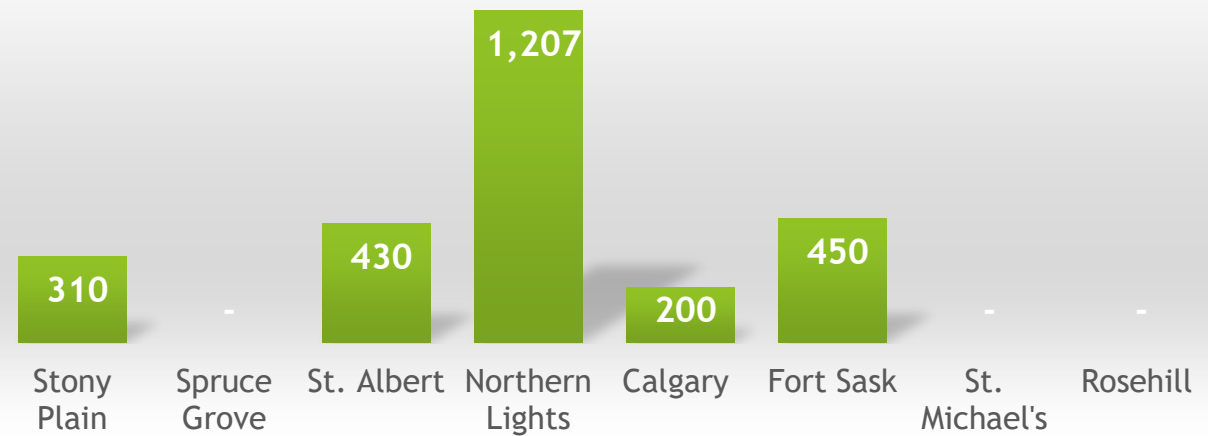
### Total Columbarium



### Total Cremation Burial Costs



### Total Scattering



# Alternatives

01

Adopt shared  
cost recovery  
model

02

Eliminate  
stabilization  
reserve

03

Accept  
prepayment



# Recommendation

Approve user fees as presented for inclusion in the User Fees & Charges Bylaw

# Questions

**END OF ITEM**



**REQUEST FOR DECISION  
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Public Works Administrative Building – Phase 2 Debenture Bylaw

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**EXECUTIVE SUMMARY**

Construction of Phase 1 of the Public Works Administrative Building began in 2024 and was completed in 2025. Phase 2 was approved as part of the 2026–2028 Corporate Plan and is scheduled to begin in 2026. To complete Phase 2 of the project, debenture borrowing is required.

**RECOMMENDATION**

That Town Council approve first reading to Bylaw 2740/DEB/26, a bylaw to authorize debenture borrowing in the amount of \$2,045,000 for the construction of the Public Works Administrative Building – Phase 2

**BACKGROUND**

The Public Works facility was originally constructed in the mid-1970s. A detailed design and phasing plan was completed and presented to Council in early 2023, with construction of Phase 1 completed in 2025.

Phase 2 was approved as part of the 2026–2028 Corporate Plan and includes renovation of the former administrative building to accommodate office space, a woodworking bay, expanded storage, a tool room, and a wash bay.

Second and third readings of this bylaw are scheduled to be presented to Council on June 22, 2026.

**Options**

Council may elect to decline the debenture borrowing which would pause the project until another funding source is identified.

**Relevant Statutes/Master Plans/Documents**

Debt Management Policy C-FS-045

*Municipal Government Act* Section 251, 254, 258, and 606

**STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Invest in municipal infrastructure, amenities, and facilities to ensure effective and quality service delivery.

**COMMUNICATION**

Subsequent to approval of first reading, the bylaw will be advertised in the local newspaper to allow for public response and to satisfy MGA requirements. This item will be included in the Council Highlights news release.

**BUDGET/FINANCIAL IMPACT**

The debenture of \$2,045,000 will increase the total debt held by the Town to \$50M. This would mean debt limit available against internal debt limit would be 23% available and against municipal limit would be 43% available.

**ATTACHMENTS**

- I. Public Works Administrative Building Phase 2 Debenture Bylaw 2740/DEB/26

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**Prepared by:** Faith Sofeso, Senior Financial Services  
**Reviewed by:** Teri Stewart, Manager, Financial Services  
**Reviewed by:** Teresa Olsen, Manager, Legislative Services  
**Approved by:** Tom Goulden, Chief Administrative Officer

**BYLAW 2740/DEB/26**

**BEING A BYLAW OF THE TOWN OF STONY PLAIN IN THE PROVINCE OF ALBERTA TO AUTHORIZE A BORROWING FOR THE PURPOSE OF FINANCING THE PUBLIC WORKS ADMINISTRATIVE BUILDING – PHASE 2**

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WHEREAS, the Council of the Town of Stony Plain has decided to issue a bylaw pursuant to Section 258 of the *Municipal Government Act*, RSA 2000, c. M-26, and amendments thereto, to authorize the financing of its share of the construction and completion of the Public Works Administrative Building – Phase 2; and

WHEREAS, plans and specifications have been prepared and the total cost of the Project is estimated to be \$3,045,000.00. The Town of Stony Plain estimates the following will be applied to the Project:

Debenture (Town of Stony Plain)	\$2,045,000
Grants	\$1,000,000

WHEREAS, in order to complete the Project; it will be necessary for the Town of Stony Plain to borrow up to \$2,045,000 on terms and conditions referred to in this bylaw; and

WHEREAS, the Town of Stony Plain deems it advisable to make a borrowing for a period not exceeding 20 years for the purpose of financing the construction and completion of the Project; and

WHEREAS, the estimated lifetime of the Project financed under this bylaw is equal to, or in excess of 50 years; and

WHEREAS, the principal amount of the outstanding debt of the Town of Stony Plain on December 31, 2025 is \$49,072,868, no part of which is in arrears; and

WHEREAS, all required approvals for the project have been obtained, and the project is in compliance with all Acts and Regulations of the Province of Alberta.

NOW THEREFORE, the Council of the Town of Stony Plain in the Province of Alberta, duly assembled, hereby enacts as follows:

**1.0.0 Title**

1.1.0 This bylaw may be cited as the “Public Works Administrative Building – Phase 2 Borrowing Bylaw”.

**2.0.0 Definitions & Interpretations**

2.1.0 “Act” means the *Municipal Government Act*, RSA 2000, c M-26;

2.2.0 “Chief Administrative Officer” means the Chief Administrative Officer of the Town of Stony Plain;

2.3.0 “General Manager, Corporate Services” means the General Manager, Corporate Services of the Town of Stony Plain;



**END OF ITEM**



**REQUEST FOR DECISION  
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** 2026 Property Tax Bylaw

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**EXECUTIVE SUMMARY**

On December 8th, 2025, Council passed the 2026 Corporate Plan with a projected tax revenue increase of \$1,136,709 or 4.74% increase for revenue requirements to be funded through property taxation. The 4.74% was made up of 1.72% municipal operations and 3.02% for the Community Recreation Facility. The approved 2026 municipal tax requirement equates to \$26,022,132. This amount includes an estimate of \$199,566 generated from supplementary taxes.

**RECOMMENDATION**

That Town Council:

1. give first reading to Bylaw 2739/TAX/26, a bylaw to authorize the rates of taxation to be levied against property within the Town of Stony Plain for the 2026 taxation year;
2. give second reading to Bylaw 2739/TAX/26;
3. give unanimous consent to consider third reading to Bylaw 2739/TAX/26; and
4. give third reading to Bylaw 2739/TAX/26.

**BACKGROUND**

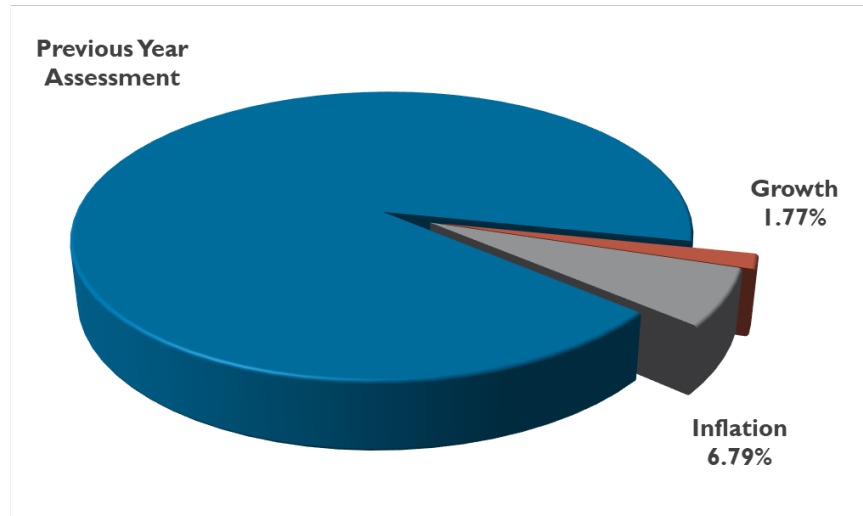
As per Revenue and Taxation Policy C-FS-066 the tax rate split is determined as “.05 less than” the average of the defined comparative municipalities within the capital region of the year prior. In the 2025 tax year, this average was calculated at 1.515. As defined within the policy, the tax rate split of 1.465 has been applied to the 2026 Property Tax Bylaw. Additionally, 2026 taxation year is the first year minimum tax of \$30 is in effect and has been applied as per policy.

**Assessment Growth**

Property assessments reflect the market values of properties as of July 1, 2025 and physical condition of new developments as of December 31, 2025. Through the Corporate Planning process, Administration projected a 3% tax revenue growth. Actual assessment growth (new assessment) across residential and non-residential property classes combined totaled 2.31% growth, providing \$555,308 in additional revenue.

Administration anticipates the resulting variance will be mitigated through supplementary property taxation, as the difference is attributable to the deferred completion of known development projects. As such there has not been any adjustment to the tax requirement through this bylaw.

## Residential



New housing developments contributed 1.77% of real growth, representing approximately \$47,686,270 of new assessment. This equates to approximately \$316,072 in municipal tax revenues.

Overall residential properties in Stony Plain increased 6.79% in assessed value from the previous year. The 2026 assessment values reflect market conditions as of July 2025. Stony Plain showed varied market inflation across property types, with single-family homes experiencing considerable increases. These increases can be related to elevated construction costs, combined with persistent supply shortages driven by regional population growth continuing to place upward pressure on prices. As a result, the average assessed value of a single-family home in Stony Plain increased from \$400,000 to \$427,000.

The formula to calculate the property tax owed based on assessment is outlined as:

$$\text{Property Tax} = \text{Assessed Value} \times \text{Tax Rate}$$

The Corporate Plan approved a 4.74% tax revenue increase, as a result municipal taxes was estimated at approximately \$108.20 annual increase for an average property assessed at \$400,000. At the time of corporate planning key variables required to determine exact residential tax impact are not available including tax split, real growth, and inflation.

The effect on individual properties vary depending on how each property's assessed value changed relative to overall market trends. While the uniform tax rate adjustment results in an estimated decrease, increases in property assessment offset this reduction.

Inflation rates averaged at 6.79%, however this number is a result of significant variations across all property assessments. Once applying the average market inflation, the new average residential property in Stony Plain is calculated at \$427,000, resulting in a proportional increase in municipal tax of \$140.46.

The following chart illustrates the impact of the 2026 residential tax rate change both for municipal taxes and requisitions (collected on behalf of others).

TAX COMPONENT	2025 TAX RATE	2026 TAX RATE	CHANGE	2025 TAX AMOUNT PER \$400,000 ASSESSMENT	2026 TAX AMOUNT PER \$427,000 ASSESSMENT	CHANGE IN TAX AMOUNT
Municipal Operations	0.0067244	0.0066282	-0.00010	\$2,689.76	\$2,830.22	\$140.46
Education Property Tax	0.0027062	0.0026920	-0.00001	\$1,082.48	\$1,149.49	\$67.01
Meridian Housing Foundation						
Operating Requisition	0.0000757	0.0000811	0.00001	\$30.27	\$34.62	\$4.35
Capital Requisition	0.0000495	0.0000323	-0.00002	\$19.82	\$13.80	-\$6.01
<b>TOTAL PROPERTY TAX RATE</b>	<b>0.0095558</b>	<b>0.0094336</b>	<b>-0.00012</b>	<b>\$3,822.32</b>	<b>\$4,028.14</b>	<b>\$205.81</b>

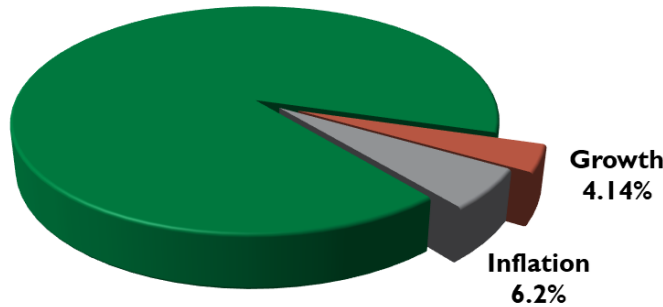


With a **6.79%** market inflation increase to the assessment (from \$400,000 to \$427,000), the estimated impact is **\$205.81** per \$400,000 of assessment.

- 2025 municipal rate per \$100,000 = \$672.44
- 2026 municipal rate per \$100,000 = \$662.82

### Non-Residential

Previous year Assessment



In 2025 the real growth totaled 4.14%. New non-residential development contributed \$24,637,500 assessment growth and is approximately \$239,236 in municipal tax revenues.

Each non-residential property has unique variables that individually affect their market value and cannot be simplified. Applying an average market inflation rate of 6.20% increases the assessed value per \$100,000 to \$106,200. This adjustment results in a proportional increase of \$108.65 in total property tax.

The following chart illustrates the impact of the 2026 residential tax rate change both for municipal taxes and requisitions (collected on behalf of others).

TAX COMPONENT	2025 TAX RATE	2026 TAX RATE	CHANGE	2025 TAX AMOUNT PER \$100,000 ASSESSMENT	2026 TAX AMOUNT PER \$106,200 ASSESSMENT	CHANGE IN TAX AMOUNT
Municipal Operations	0.0095486	0.0097103	0.00016	\$954.86	\$1,031.23	\$76.37
Education Property Tax	0.0038255	0.0039107	0.00009	\$382.55	\$415.31	\$32.76
Meridian Housing Foundation						
Operating Requisition	0.0000757	0.0000811	0.00001	\$7.57	\$8.61	\$1.04
Capital Requisition	0.0000495	0.0000323	-0.00002	\$4.95	\$3.43	-\$1.52
<b>TOTAL PROPERTY TAX RATE</b>	<b>0.0134993</b>	<b>0.0137343</b>	<b>0.00024</b>	<b>\$1,349.93</b>	<b>\$1,458.58</b>	<b>\$108.65</b>



With a **6.20%** market inflation increase to the assessment (from \$100,000 to \$106,200), the estimated impact is **\$108.65** per \$100,000 of assessment.

- 2025 municipal rate per \$100,000 = \$954.86
- 2026 municipal rate per \$100,000 = \$971.03

## Requisitions

Requisitions are portions of the property tax bill that municipalities are required to collect on behalf of other organizations, such as the Province for education and Meridian Housing for local seniors' lodge foundations. The *Municipal Government Act* requires municipalities to collect these taxes on behalf of these governing bodies.

Education Property Tax (EPT) rates are established annually by the Province of Alberta. This is shown as EPT on the tax notices. The requisition allocated to each municipality is determined based on provincial equalized assessment; for the 2026 tax year which reflects 2024 property values. Tax rates are then calculated using current assessment values within each municipality. The 2026 Provincial Budget increase resulted in the Town of Stony Plain's requisition to increase by \$848,453 (8.94%) compared to the 2025 tax year.

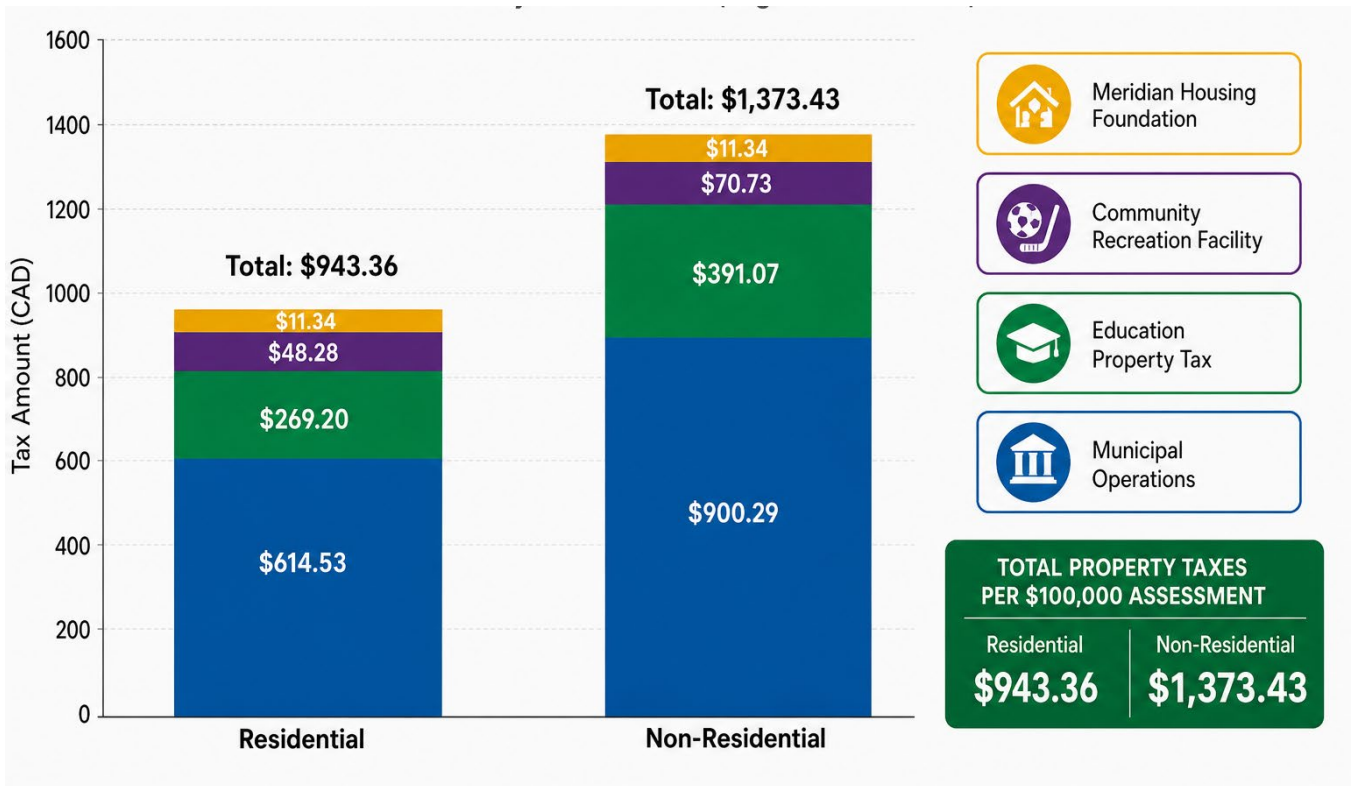
The Meridian Housing Foundation (MHF) provides an annual operating requisition for Senior's housing shared between Stony Plain, Spruce Grove and Parkland County. MHF operating requisition increased 19% from \$1,745,437 to \$2,083,693. Stony Plain's proportionate share of this, based on equalized assessment increased \$40,847 or 16% from \$247,328 to \$288,175.

In 2022 the three tri-region Council bodies approved a capital funding cost share agreement for the Spruce Grove Seniors Lodge. In 2024 Stony Plain debentured its portion of \$1,297,700. The amount is requisitioned annually at \$160,743 to service the repayment for a term of ten years. This is shown as a separate Seniors Foundation tax rate on the bylaw, and an amalgamated rate within the tax notices to accommodate the annual Assessment Shared Services Environment (ASSET) submission to the province. Collected amounts are remitted to the MHF.

Requisitions are reduced or increased annually based on over/short from the previous taxation year. Municipalities are required to remit the full amount independent of what was collected.

## Taxation Components

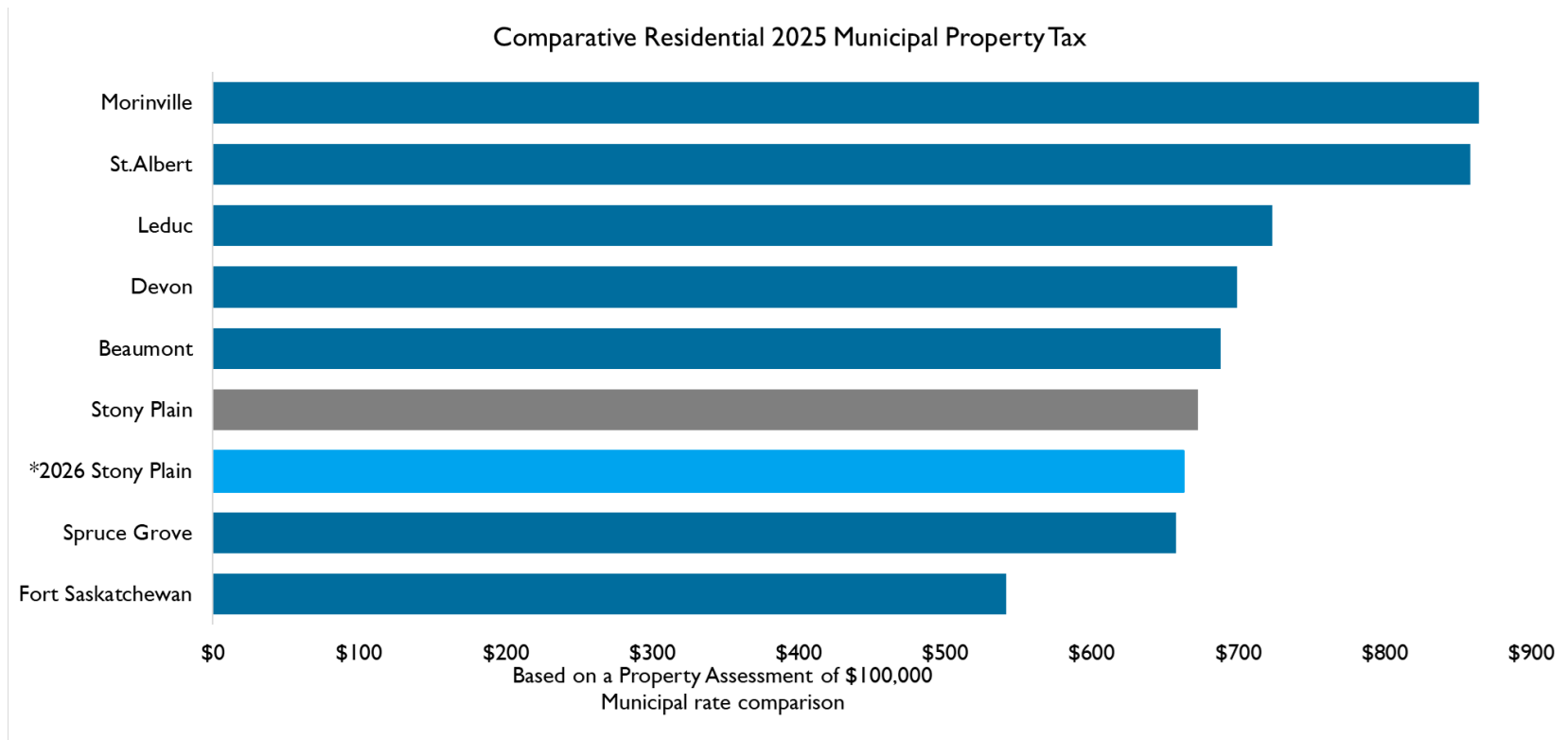
The following chart depicts the proportionate split of rate payors tax levy per \$100,000 of assessment.



## Regional Comparisons

The following chart plots the previous year (2025) residential municipal property taxes paid per \$100,000 amongst our comparative municipalities as defined in Tax and Revenue Policy C-FS-066. Stony Plain residential rate was the third lowest rate of the urban municipalities in 2025.

As we do not have the final tax rates for the current 2026 year, some shifting in this chart may occur.



The following chart plots the previous year (2025) non-residential municipal property taxes paid per \$100,000 amongst our comparative municipalities as defined in Tax and Revenue Policy C-FS-066. The Stony Plain non-residential rate in 2025 was the lowest rate.

As we do not have final tax rates for the current 2026 year, some shifting in this chart may occur.

Comparative Non-Residential 2025 Municipal Property Tax



## **Relevant Statutes/Master Plans/Documents**

*Municipal Government Act, Part 10*

Revenue and Taxation Policy C-FS-066

Taxation of Vacant Lands Policy C-FS-047

Property Assessment Sub-Class Bylaw 2644/AS/22

Supplementary Tax Bylaw 2629/AS/20

## **STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029:

- Embrace fiscal responsibility, priority investment, and performance measurement, linking our strategic vision and decision-making processes.

## **COMMUNICATION**

A full news release will be posted to the Town website and emailed out to all the newsroom subscribers on May 12, 2026. This item will be included in the Council Highlights news release. Annual property tax brochure will be included with tax notices providing information and requisition contact for the EPT and MHF. Rate payors on the Tax Installments Payment Plan will have a recalculated monthly payment value identified on their tax notice.

## **BUDGET/FINANCIAL IMPACT**

General municipal property taxation revenue of \$25,822,132 and estimated supplementary property tax revenue \$200,000 as approved in the 2026 Corporate Plan.

## **ATTACHMENTS**

1. 2026 Property Tax Bylaw 2739/TAX/26
2. Presentation

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**Prepared by:** Tricia Lougheed, Revenue Services Supervisor

**Reviewed by:** Teri Stewart, Manager, Financial Services

**Reviewed by:** Teresa Olsen, Manager, Legislative Services

**Reviewed by:** Ann Laing, General Manager, Corporate Services

**Approved by:** Tom Goulden, Chief Administrative Officer

**BYLAW 2739/TAX/26**

**BEING A BYLAW OF THE TOWN OF STONY PLAIN IN THE PROVINCE OF ALBERTA TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSED PROPERTY WITHIN THE TOWN OF STONY PLAIN FOR THE 2026 TAXATION YEAR.**

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WHEREAS, the Town of Stony Plain has prepared and adopted detailed estimates of the municipal revenues and expenditures as required at the Council meeting held on December 8, 2025; and

WHEREAS, the estimated municipal expenditures and transfers set out in the budget for the Town of Stony Plain for 2025 total \$94,155,984; and

WHEREAS, the municipality estimates revenues and transfers from sources other than taxation at \$68,133,852. The remaining \$26,022,132 required to balance the budget will be raised through taxation, consisting of \$25,822,566 from general municipal taxation and \$199,566 from supplementary taxation.

WHEREAS, the amounts required with respect to requisitions are:

Meridian Housing Foundation	
Operating	\$288,175
Capital	\$160,743
2025 MHF Over Levy	(\$45,833)
Alberta School Foundation Fund (ASFF):	
Residential/Farmland	\$7,003,088
Non-Residential	\$2,044,784
Opted Out School Board (Evergreen):	
Residential/Farmland	\$853,846
Non-Residential	\$434,275
2025 School Under levy	\$3,850
Designated Industrial Property	\$2,819

WHEREAS, the Council of the Town of Stony Plain is required each year to levy taxes on the assessed value of all property, including any supplementary assessment prepared under the Supplementary Assessment Bylaw, at tax rates sufficient to meet the estimated expenditures and the requisitions; and

WHEREAS, the Council of the Town of Stony Plain is authorized to sub-classify assessed property and to establish different rates of taxation in respect to each class of property, subject to the *Municipal Government Act*, and amendments thereto; and

WHEREAS, the estimated taxable assessed value of all property in the Town of Stony Plain as shown on the assessment roll is:

	<u>Assessment</u>
Residential/Farmland	2,919,621,690
Non-Residential	652,897,080
Machinery and Equipment	780,660
<b>Total</b>	<u>3,573,299,430</u>

NOW THEREFORE, the Council of the Town of Stony Plain, in the Province of Alberta, duly assembled, hereby enacts as follows:

- That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation for 2026 against the assessed value of all taxable property shown on the assessment roll for the Town of Stony Plain and against the assessed value of property for which a supplementary assessment has been prepared under the Supplementary Assessment Bylaw:

	<b>Assessment</b>	<b>Tax Rate</b>	<b>Tax Levy</b>
<u>General Municipal</u>			
Residential	2,757,447,450	.0066282	\$18,276,913
Farmland	966,640	.0132563	\$12,814
Other Residential	126,578,000	.0066282	\$838,984
Minimal Tax			\$283
	<b>Assessment</b>	<b>Tax Rate</b>	<b>Tax Levy</b>
Non-Residential	628,488,480	.0097103	\$6,102,812
Machinery and Equipment:	780,660	.0097103	\$7,580
<u>Vacant Lands - Bylaw 2664/AS/22</u>			
Vacant Residential	34,629,600	.0082852	\$286,913
Vacant Non-Residential	24,408,600	.0121378	\$296,267
<u>Provincial Education Property Tax</u>			
Alberta School Foundation Fund			
Residential/ Farmland	2,602,333,982	.0026920	\$7,005,544
Non-Residential	523,103,590	.0039107	\$2,045,686
Opted Out Board (Evergreen)			
Residential/ Farmland	317,287,708	.0026920	\$854,146
Non-Residential	111,097,700	.0039107	\$434,467
<u>Meridian Housing Foundation</u>			
Operating	3,554,603,640	.0000811	\$288,175
Capital	3,554,603,640	.0000323	\$114,910
<u>Designated Industrial Property</u>	38,723,290	.0000728	\$2,819

2. The minimum amount payable per parcel as property tax for general municipal purposes shall be \$30.
3. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the bylaw is deemed valid.
4. This bylaw shall take full force and effect on the date it is passed

Read a first time this    day of    , AD 2026

Read a second time this    day of    , AD 2026

Given unanimous consent this day of    , AD 2026

Read a third time this    day of    ,AD 2026

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Mayor William Choy

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Ann Laing  
General Manager, Corporate Services

# Town of Stony Plain 2026 Taxation Bylaw





# CORPORATE PLAN

2026-2028

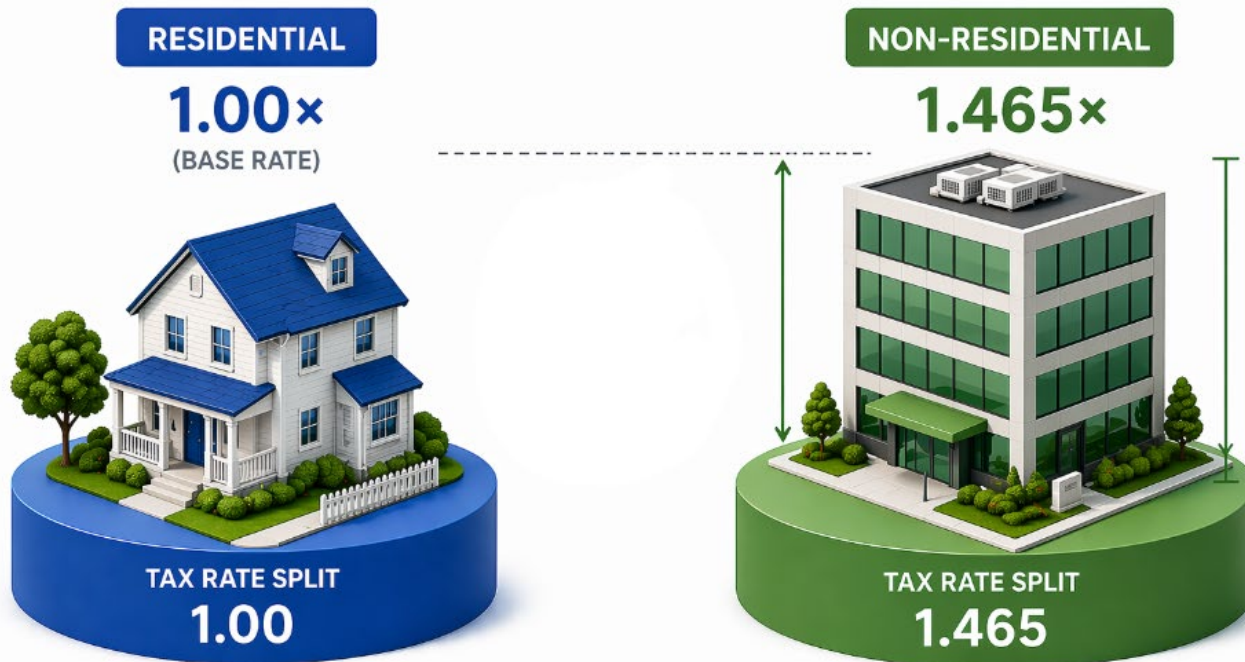


## 2026 Approved Corporate Plan

- ✓ 1.72% Tax Revenue Increase + 3.02% Recreation Facility equating to \$1,136,709 additional taxation revenue
- ✓ Total Municipal Tax Requisition required \$26,022,132 includes \$199,566 supplementary tax estimate

# Tax Rate Split

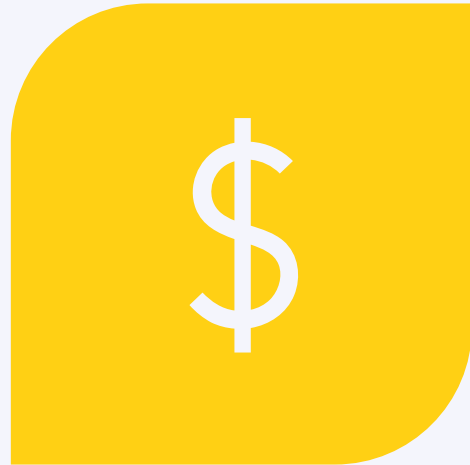
## PROPERTY TAX RATE COMPARISON



Non-residential properties pay **1.465x** the tax rate of residential properties.

- 2025 Council approved the Revenue and Taxation Policy C-FS-066 updating the Tax Rate Split to 0.05 less than the average of the defined Comparative Municipalities defined within this policy.
- In 2026 the property tax ratio will be Non-residential 1.465 : 1 Residential
- Comparative Municipalities are defined as Beaumont, Devon, Fort Saskatchewan, Leduc, Morinville, Spruce Grove and St Albert.

# Assessment Growth (New Assessment)



BUDGETED GROWTH 3%



ACTUAL GROWTH 2.31%

# Residential Assessment

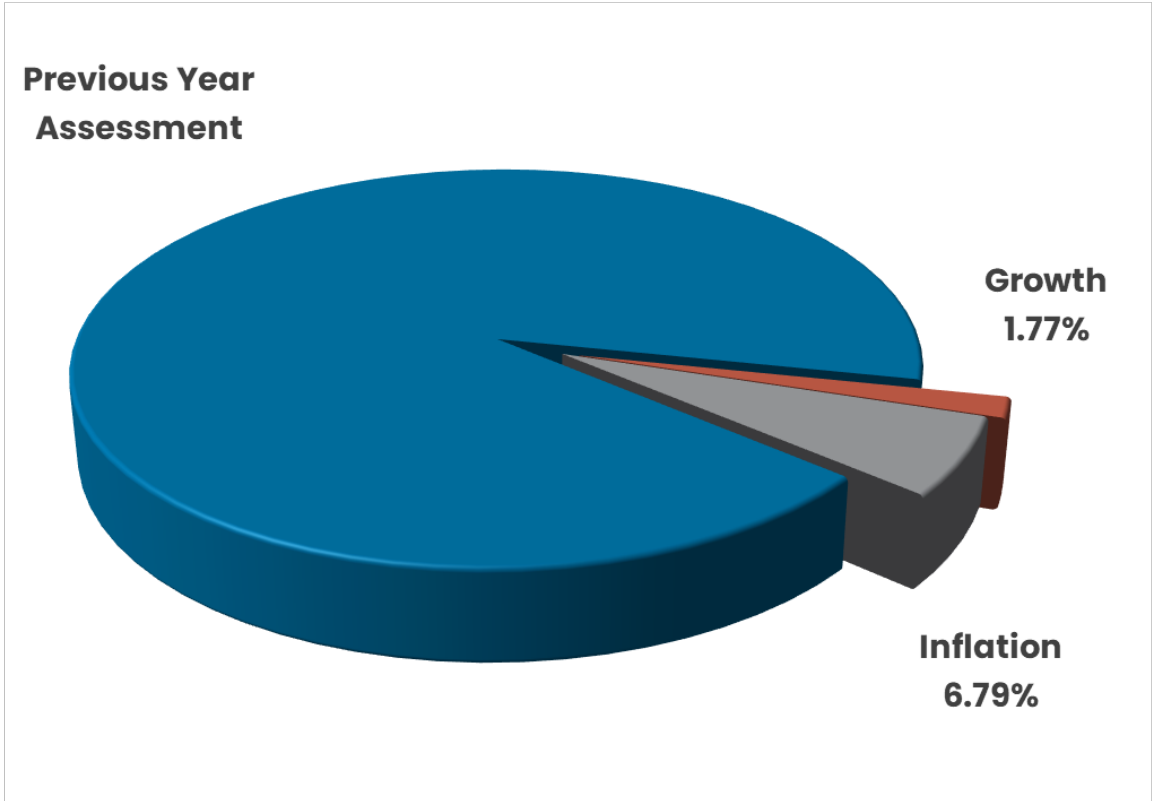
Inflation, growth, and tax split all play a part in calculating the mill rate.



New Assessment or Growth = 1.77%



Inflation on current assessment = 6.79%





## RESIDENTIAL

TAX COMPONENT	2025 TAX RATE	2026 TAX RATE	CHANGE	2025 TAX AMOUNT PER \$400,000 ASSESSMENT	2026 TAX AMOUNT PER \$427,000 ASSESSMENT	CHANGE IN TAX AMOUNT
Municipal Operations	0.0067244	0.0066282	-0.00010	\$2,689.76	\$2,830.22	\$140.46
Education Property Tax	0.0027062	0.0026920	-0.00001	\$1,082.48	\$1,149.49	\$67.01
Meridian Housing Foundation						
Operating Requisition	0.0000757	0.0000811	0.00001	\$30.27	\$34.62	\$4.35
Capital Requisition	0.0000495	0.0000323	-0.00002	\$19.82	\$13.80	-\$6.01
<b>TOTAL PROPERTY TAX RATE</b>	<b>0.0095558</b>	<b>0.0094336</b>	<b>-0.00012</b>	<b>\$3,822.32</b>	<b>\$4,028.14</b>	<b>\$205.81</b>



With a **6.79%** market inflation increase to the assessment (from \$400,000 to \$427,000), the estimated impact is **\$205.81** per \$400,000 of assessment.

- 2025 municipal rate per \$100,000 = \$672.44
- 2026 municipal rate per \$100,000 = \$662.82

# Non-Residential Assessment

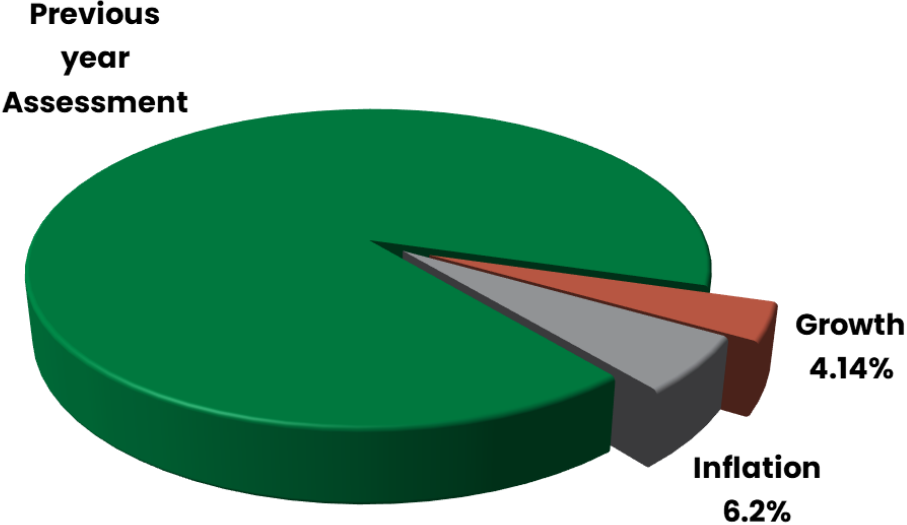
Inflation, growth, and tax split all play a part in calculating the mill rate.



New Assessment or Growth = 4.14%



Inflation on current assessment = 6.20%





**NON-RESIDENTIAL**

TAX COMPONENT	2025 TAX RATE	2026 TAX RATE	CHANGE	2025 TAX AMOUNT PER \$100,000 ASSESSMENT	2026 TAX AMOUNT PER \$106,200 ASSESSMENT	CHANGE IN TAX AMOUNT
Municipal Operations	0.0095486	0.0097103	0.00016	\$954.86	\$1,031.23	\$76.37
Education Property Tax	0.0038255	0.0039107	0.00009	\$382.55	\$415.31	\$32.76
Meridian Housing Foundation						
Operating Requisition	0.0000757	0.0000811	0.00001	\$7.57	\$8.61	\$1.04
Capital Requisition	0.0000495	0.0000323	-0.00002	\$4.95	\$3.43	-\$1.52
<b>TOTAL PROPERTY TAX RATE</b>	<b>0.0134993</b>	<b>0.0137343</b>	<b>0.00024</b>	<b>\$1,349.93</b>	<b>\$1,458.58</b>	<b>\$108.65</b>



With a **6.20%** market inflation increase to the assessment (from \$100,000 to \$106,200), the estimated impact is **\$108.65** per \$100,000 of assessment.

- 2025 municipal rate per \$100,000 = \$954.86
- 2026 municipal rate per \$100,000 = \$971.03

# Taxes collected on behalf of the below governing bodies:

## Education Property Tax – Province of Alberta

- Tax increased \$848,453 or 8.94%



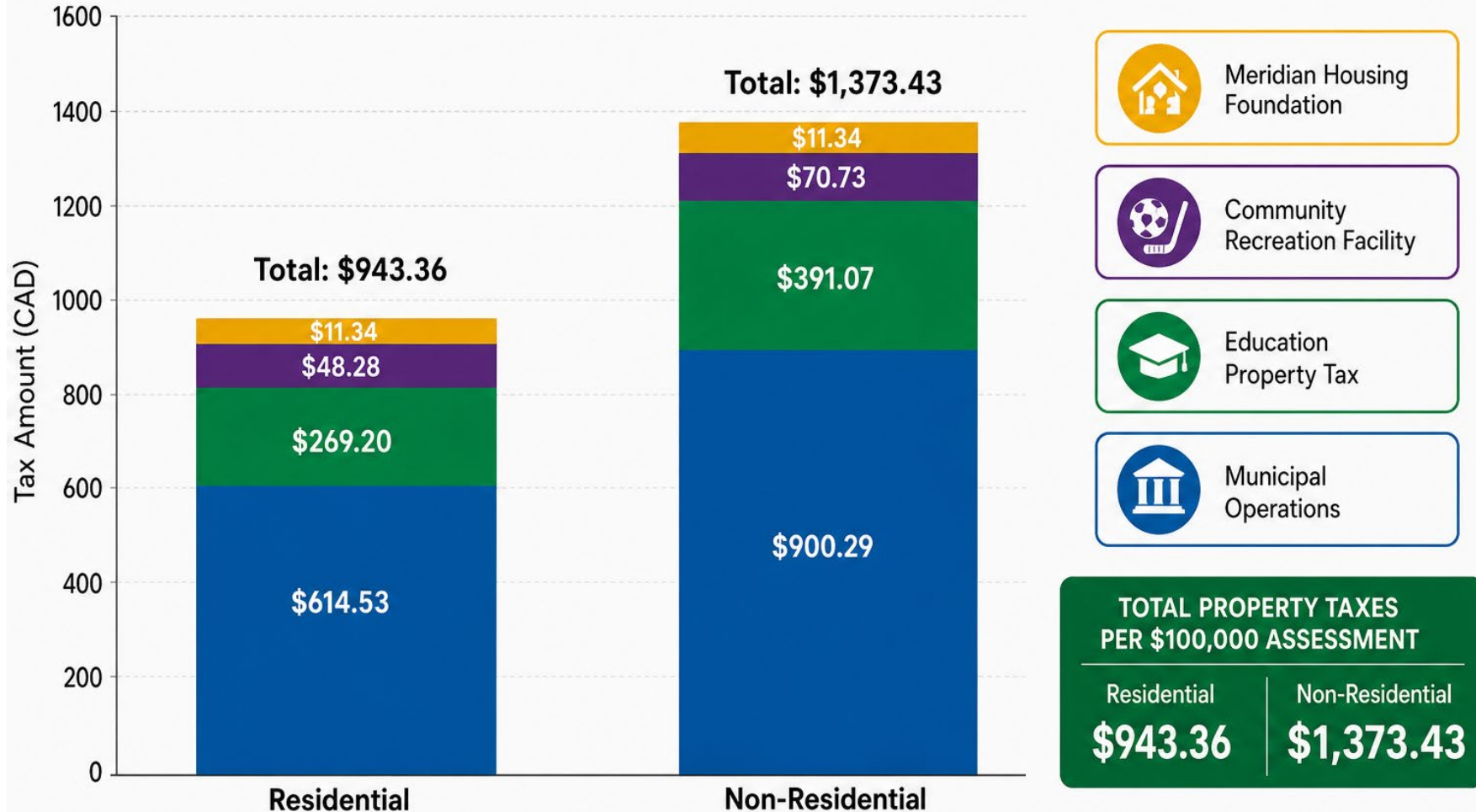
## Meridian Housing Foundation

- Operating increase of \$40,847 or 16%
- Annual Capital Requisition \$162K



# PROPERTY TAXES PER \$100,000 ASSESSMENT

Stacked by Contribution (Highest to Lowest)





That Town Council:

1. give first reading to Bylaw 2739/TAX/26, a bylaw to authorize the rates of taxation to be levied against property within the Town of Stony Plain for the 2025 taxation year;
2. give second reading to Bylaw 2739/TAX/26;
3. give unanimous consent to consider third reading to Bylaw 2739/TAX/26;
4. give third reading to Bylaw 2739/TAX/26.

**END OF ITEM**



# Business Items

**REQUEST FOR DECISION  
PUBLIC SESSION****REGULAR COUNCIL MEETING****MEETING DATE:** May 11, 2026**SUBJECT:** Alberta Municipalities Resolution Co-Sponsor to City of Airdrie

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**EXECUTIVE SUMMARY**

The City of Airdrie has requested co-sponsorship for a resolution to be submitted for consideration at the fall Alberta Municipalities Convention to request advocacy to –

- the Government of Alberta to commit to creating a framework, used during provincial surpluses, to allocate a portion of the surplus to critical municipal infrastructure projects; and
- prioritize projects based on demonstrated need and readiness for construction, with funding distributed through a transparent application process, and in alignment with provincial and municipal strategic priorities.

**RECOMMENDATION**

That Town Council approve co-sponsoring the resolution from the City of Airdrie to request Alberta Municipalities advocate to the Government of Alberta to create a framework and provide a portion of budget surplus to invest in critical municipal infrastructure.

**BACKGROUND**

Alberta Municipalities uses a resolution process to enable member municipalities to provide direction on what issues Alberta Municipalities should advocate for in search of solutions in partnership with the Government of Alberta, the Government of Canada, or other organizations. The deadline for resolution submissions is May 31, 2026. As per the resolution requirement, the resolution will be seconded by a municipality with a population under 10,000. The City of Airdrie has also requested Midsized City Mayor's Caucus members to co-sponsor the resolution.

The objective of the resolution is for the Government of Alberta to provide a portion of a provincial budget surplus to fund municipal infrastructure needs. This aligns with the Town of Stony Plain's objectives and could provide additional investment for the critical infrastructure needs. The resolution summarizes the potential impact and value of the proposal.

If the resolution is approved by the Alberta Municipalities Board of Directors, it will be presented to the membership during the Convention in September for consideration and approval. If approved at the Convention, Alberta Municipalities will action the resolution.

**STRATEGIC ALIGNMENT & KEY ACTIONS**

Stony Plain Strategic Plan 2026-2029

- Enhance relationships with and advocate to other orders of government to ensure services and infrastructure such as health care, education, transit, and transportation are funded and delivered to meet the needs of Stony Plain

**Relevant Statutes/Master Plans/Documents**

Strategic Plan 2026-2029

Advocacy Plan 2024

## **COMMUNICATION**

If approved, the decision of Council will be communicated with the City of Airdrie and included in the Council Highlights news release.

## **ATTACHMENTS**

- I. 2026 Alberta Municipalities Resolution City of Airdrie Budget Surplus and Municipal Infrastructure Investment

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**Prepared by:** Brenda Otto, General Manager, Strategic Services

**Approved by:** Tom Goulden, Chief Administrative Officer

**Title of resolution: Budget Surplus and Municipal Infrastructure Investment**

**Moved by: City of Airdrie (+ multiple mid-sized cities)**

**Seconded by: (multiple mid-sized towns)**

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**WHEREAS** municipalities across Alberta face critical infrastructure challenges including aging water and wastewater systems, deteriorating roads, bridges and community facilities, and insufficient capacity to accommodate population and economic growth, while operating with limited revenue tools and constrained capital budgets;

**WHEREAS** infrastructure project costs continue to rise due to inflation, further eroding municipal capital budgets and making it increasingly difficult for municipalities to address infrastructure needs through traditional funding mechanisms;

**WHEREAS** infrastructure is a shared responsibility between provincial and municipal governments, with municipalities owning and maintaining close to 60% of Alberta's public infrastructure<sup>1</sup>, including essential systems that support the province's economic prosperity and community sustainability;

**WHEREAS** water and wastewater infrastructure, roads, bridges, recreation and other community facilities require substantial capital investment to ensure public health, safety, economic development, and quality of life with many Alberta communities facing immediate needs for system upgrades, capacity expansion, and asset replacement;

**WHEREAS** the Government of Alberta has recorded a year-end surplus in 13 of the last 25 provincial budgets<sup>2</sup>, creating opportunities for strategic one-time investments in municipal infrastructure without compromising ongoing program funding or fiscal sustainability; and

**WHEREAS** Alberta's current Sustainable Fiscal Planning and Reporting Act<sup>3</sup> legislates that 50 per cent of surpluses must be used towards debt repayment and allows for the remaining 50 percent to be applied to debt repayment, the Heritage Savings Trust Fund or to one-time initiatives, at the sole discretion of the province.

**IT IS THEREFORE RESOLVED THAT** Alberta Municipalities advocate for the Government of Alberta to commit to creating a framework, used during provincial surpluses, to allocate a portion of the surplus to critical municipal infrastructure projects.

**FURTHER BE IT RESOLVED THAT** the framework prioritizes projects based on demonstrated need and readiness for construction, with funding distributed through a transparent application process, and in alignment with provincial and municipal strategic priorities.

## BACKGROUND:

Infrastructure challenges affect municipalities of all sizes across Alberta, from major urban centers experiencing rapid population growth to smaller rural communities managing aging systems and facilities with limited tax bases. During budget surplus years, a commitment to additional funding for municipal infrastructure investment would mean more support for critical projects that may have otherwise been deferred. Since 2000, Alberta has recorded a year-end surplus in 13 provincial budgets<sup>2</sup>, demonstrating recurring opportunities to establish a pathway for one-time investments, in addition to the funding already provided to municipalities by the province.

A legislated portion of budget surplus addresses diverse needs by creating a funding mechanism that responds to provincial fiscal capacity while supporting both provincial and municipal infrastructure priorities in a meaningful way. With municipalities owning and maintaining almost 60% of Alberta's public infrastructure, the need for sustainable capital funding is critical. Large urban centers face pressure to expand water and wastewater treatment capacity and build new roads to accommodate population increases. Medium-sized municipalities experience similar growth pressures while managing aging infrastructure that require replacement and adding new community amenities. Smaller rural communities struggle to maintain basic infrastructure systems and facilities with limited tax bases. **Allocating a portion of budget surpluses to municipal infrastructure investment would ensure that periods of strong economic performance translate directly into improved public assets across all community types.**

Even modest surpluses could generate substantial investment in one-time municipal infrastructure initiatives. For example, with a provincial budget surplus of \$1 billion, a 25 per cent allocation would yield approximately \$250 million for one-time infrastructure projects. Alberta's actual 2023–24 surplus of \$4.3 billion, could have generated approximately \$1.075 billion for infrastructure projects and the 2024–25 surplus of \$8.3 billion, approximately \$2.075 billion, using the same 25 per cent allocation. These amounts demonstrate meaningful contributions to addressing Alberta's growing infrastructure deficit, enabling municipalities to undertake major shovel-ready projects that could otherwise require decades of incremental funding accumulation.

A focus on one-time investments in near-term, municipal capital budget approved projects, in addition to existing funding programs, enables municipalities to address high priority capital needs. Quick allocation of funding to shovel-ready projects ensures economic stimulus benefits and timely infrastructure improvements. This resolution directly supports many of the Government of Alberta's objectives by ensuring that infrastructure capacity is well-maintained and keeps pace with growth and economic activity and the change could be easily incorporated within the current fiscal framework legislation.

The resolution also aligns with Alberta Municipalities' strategic priorities by advocating for sustainable infrastructure funding mechanisms that enable municipalities to maintain and expand essential services while reducing reliance on property taxation for major capital projects.

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<sup>1</sup> ABmunis website (2026, April). Infrastructure. <https://www.abmunis.ca/advocacy-resources/infrastructure>

<sup>2</sup> Government of Alberta website (2026, April). Budget documents. <https://www.alberta.ca/budget-documents>

<sup>3</sup> Government of Alberta Open Data Resources (2026, April). Sustainable Fiscal Planning and Reporting Act. <https://open.alberta.ca/publications/s29>

**END OF ITEM**



# Council Discussion

# Closed Meeting