

Town of Bashaw | Camrose County

Intermunicipal Development Plan 2018

Town of Bashaw Bylaw No. 782-2018

Camrose County Bylaw No. 1422



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1. COMMUNITY

1.1. Purpose

To promote regional planning and cooperation, and to fulfil the legislative requirements of the MGA. The Town of Bashaw and Camrose County (Community Partners) have agreed to pursue the creation of this Intermunicipal Development Plan (IDP) as an integral component of the Intermunicipal Collaboration Framework (ICF), recognizing the mutual right of each partner to pursue appropriate growth and development.

The IDP seeks to:

- 1.1.1. Establish land use policies to direct the future development of lands identified to be of mutual interest to Camrose County and Town of Bashaw, including coordination of transportation, utility, and other service provision necessary to support such development.
- 1.1.2. Establish policy and process to support economic development opportunities;
- 1.1.3. Establish policies for the provision and designation of Reserve lands, including the protection of environmental features.
- 1.1.4. Establish a clear communication process to support the implementation of the plan, along with efficient and effective procedures for plan amendment, administration, review, and dispute resolution.

1.2. Process

The policies in this plan have been created to support the mutual goals both partners. The administrators and elected officials from both partners worked through a series of meetings and conversations relating to both the Intermunicipal Collaboration Framework and IDP.

Public input was invited throughout the process at both a Public Open House held on **September 19, 2018** and through a statutory Public Hearing held on **November 15, 2018**.

1.3. Context

The Town of Bashaw is located at the crossroads of Highway 21 and Highway 53. Bashaw is approximately one hundred thirty-five (135) kilometres southeast of Edmonton's centre, fifty-nine (59) kilometres south of Camrose, and eighty-two (82) kilometres northeast of Red Deer. The community consists of approximately two hundred and ninety (290), predominantly single family, residential dwellings; and a population of 830 residents (2016).

The community's population has been generally stable over the last thirty (30) years, with little net change since 1986.

The Town is comprised of largely residential development and boasting a new K-12 school, vibrant main street commercial area, active industrial subdivision along the CN rail line, and a modern agricultural exhibition and recreation area.

1.4. Administration

- 1.4.1. The Town and County shall be responsible for the administration and decisions on all statutory plans, land use bylaws, amendments thereto and subdivision and development applications falling within their respective boundaries.
- 1.4.2. Amendments to this Plan may be proposed by either municipality
- 1.4.3. Amendments to this Plan proposed by a landowner shall be made to the municipality in which the subject property lies.
- 1.4.4. Area Structure Plan or Outline/Concept Plans shall be prepared and adopted by the municipality having authority prior to, or concurrent with, changes in land use designation. This requirement shall not apply to those areas that do not involve subdivision or areas deemed to be minor developments by the applicable approving authority.

1.5. Plan Area

The IDP plan area has been identified to include the lands identified in **Map 1: Plan Area and major constraints**. The plan boundary has been determined based on projected growth directions and development constraints.

- 1.5.1. As per the Subdivision and Development Regulation no development of a school, hospital, food establishment or residential use shall be approved within 300 m of the working area of a wastewater treatment facility.
- 1.5.2. As per the Subdivision and Development Regulation no development resulting in the creation of a permanent dwelling shall be approved within 100 m of an Oil and Gas Wells, unless approved by the Alberta Energy Regulator.

2. CONCEPT & LAND POLICIES

2.1. General

Land Development shall take place in general accordance with **Map 2: Land Use Concept**.

- 2.1.1 Both partners shall protect lands in the Plan Area from uses and developments that may interfere with future town development.
- 2.1.2 The Town shall not pursue the annexation of any land it cannot economically and reasonably service. Town initiated annexation shall be in accordance with **Map 3: Future Annexation Area**.
- 2.1.3 Either municipality or a landowner(s) may propose an annexation. In the case of a landowner the adjacent municipality shall be notified of the request immediately.
- 2.1.4 Proposals for annexation shall be reviewed by the Intermunicipal Committee prior to submission of a Notice of Intent to the respective Councils and the Municipal Government Board.
- 2.1.5 Proposals for annexation shall be accompanied by a supporting report addressing, at a minimum, the following:
 - a. Justification of need based on projected growth rates;
 - b. Availability and cost for providing municipal services and transportation;
 - c. Landowner(s) interest in pursuing development;
 - d. Consistency with adopted plans;
 - e. Measures to mitigate any impacts on taxation, service provisions and the treatment of existing uses; and
 - f. Logical extension of boundaries including the long-term responsibilities for maintenance and service delivery.

2.2. Agriculture

Agriculture represents the largest land use category and primary economic contributor in the Plan Area. This Plan strives to support and protect agricultural assets by directing potential development in a manner that minimizes intrusion and supports compact and contiguous development with the existing community.

- 2.2.1 Agriculture shall continue as provided for in the County's Municipal Development Plan and Land Use Bylaw, unless a landowner proposes to convert lands as provided for in this Plan.

- 2.2.2 No new or expanded Confined Feeding Operations (CFOs) requiring registration or approval under the Agricultural Operations Practices Act shall be permitted in the Plan Area.
- 2.2.3 When making a subdivision or development decision on, or adjacent to, agricultural lands, both municipalities shall respect the right of agricultural operators to pursue normal activities associated with intensive livestock and agriculture operations without interference or restriction based on the adjacent uses.
- 2.2.4 Subdivision and development opportunities provided for under the County’s Agricultural Land Use District may still be permitted provided they meet the requirements of the County’s Municipal Development Plan, Land Use Bylaw and other provisions of this Plan.

2.3. Development Areas

- 2.3.1 Residential development at densities comparable to existing Town development shall be the primary use within the defined residential areas identified on **Map 2 – Future Land Use Concept**.
- 2.3.2 Country Residential development proposals within the Plan Area shall be in accordance with the County’s Municipal Development Plan and any subdivision beyond ‘first parcels out’ shall not be permitted within areas identified for future town expansion unless provisions to connect to future municipal services are installed at time of development to the satisfaction of the Town.
- 2.3.3 For areas identified for future development on **Map 2 – Future Land Use Concept** the following shall apply:
 - a. As a prerequisite to subdivision and development beyond ‘first parcels out’, the preparation of an Area Structure Plan shall be required to the municipality with jurisdiction’s Town and County’s satisfaction, to ensure that issues relating to future land use, servicing and phasing are to be addressed ensuring compatibility with existing and proposed development within the Town; and
 - b. Water and sanitary sewer services shall either be extended from the Town; a communal system shall be constructed to a standard acceptable to the Town and County; or a mutually agreed upon deferred servicing agreement entered into; and
 - c. Infrastructure standards shall be negotiated with the Town to ensure that adequate standards for urban development are met; and

d. Municipal reserve shall be allocated in accordance with the applicable Municipal Development Plan.

- 2.3.4 The replacement or upgrading of existing buildings, residences or businesses may be permitted in accordance with the provisions of the applicable Municipal Development Plan and Land Use Bylaw even if the existing use is inconsistent with the intended long-term development type indicated in this Plan.
- 2.3.5 Uses and development which may detract from the community's character, quality of life of residents or unduly impact the environment shall not be permitted.

2.4. Environment

- 2.4.1 Environmentally significant features shall be identified and integrated into development proposals.
- 2.4.2 All lands that qualify as Environmental Reserve in accordance with the Municipal Government Act shall be identified within development plans and dedicated upon subdivision.
- 2.4.3 Redesignation, subdivision, and development applications may be required to conduct an environmental review by a qualified professional where potentially environmentally sensitive features are suspected.
- 2.4.4 Any development adjacent a watercourse or wetland may be required to provide a geotechnical study to confirm the site is suitable for the proposed use.
- 2.4.5 Energy and utility companies shall be encouraged to locate well sites and pipelines in a manner that avoids fragmentation of land.

2.5. Economic & Joint Development

- 2.5.1 The Town and County shall work together to ensure a strong and stable diversified local economy within the broader regional economy by supporting and directing development to appropriate areas.
- 2.5.2 The Town and County shall work together to explore areas of mutual interest where economic agreements can be considered to ensure development opportunities will benefit both municipalities. This may include the potential to extend Town water and sanitary sewer services to lands within the County.

2.6. Transportation & Utilities

- 2.6.1 The Town and County shall coordinate the planning and construction of major transportation links (**Map 2**) and intersection improvements within the Plan Area. Any future development in proximity to secondary highway 609 shall be planned in consultation with Alberta Transportation.
- 2.6.2 As subdivision occurs, lands required for future transportation and utility corridors as identified in mutually accepted plans shall be protected.
- 2.6.3 Right of way and development requirements for future roads shall be agreed upon at time of subdivision or Area Structure Plan preparation.
- 2.6.4 Utility rights-of-way within the jurisdictional limits of a provincial highway shall comply with Alberta Transportation requirements.
- 2.6.5 If Town water and/or sanitary sewer services are extended into the County, development levies or equivalent contributions shall be collected from the benefitting development to ensure that existing Town and County residents are not adversely impacted. The utility rate structure shall be adjusted to place no additional burden of the existing Town or County residents.
- 2.6.6 Best management practices for stormwater management shall be required in the Plan Area. The release of storm water run-off from any development shall be designed and managed in accordance with Albert Environment and Parks requirements.
- 2.6.7 Natural and man-made drainage courses that are critical to overall stormwater management within the Plan Area shall be protected by the respective partner.

3. COMMUNICATION & COOPERATION

3.1. Cooperation

- 3.1.1 The Town and County shall coordinate future planning efforts including potential collaboration on Area Structure Plans, Transportation Plans, Utility or Drainage Plans and feasibility studies relating to the provision of new or expanded community facilities, service or open space.
- 3.1.2 Any reference to the Intermunicipal Committee (the Committee) means the Intermunicipal Committee established by the municipalities as part of the Intermunicipal Collaboration Framework.

3.2. Correspondence

- 3.2.1 Each partner shall share with the other any information, studies, transportation and utility plans or any other data that may have implications for the Plan Area.
- 3.2.2 Each partner agrees to refer any of the following proposals or amendments thereto that may have implications within the Plan Area:
 - a. Municipal Development Plans;
 - b. Area Structure or Area Redevelopment Plan;
 - c. Land Use Bylaw, including rezonings;
 - d. Subdivisions;
 - e. Discretionary use Development Permits;
 - f. Any other proposal or matter to which the partners wishes to inform the other of.
- 3.2.3 All notifications and correspondence shall be provided via email or regular mail to the respective CAO, or appropriate designate. A response period of twenty-one (21) days shall be provided for all items identified above.
- 3.2.4 Every five (5) years this plan shall be reviewed by administrative representatives of each partner in conjunction with a review of the Intermunicipal Collaboration Framework.
- 3.2.5 When issues are raised through the communication and notification process, the following shall take place:
 - a. **Administrative Review:** Administrative discussion between appropriate staff from each partner shall take place to identify the basis of concern and acceptable solutions. If agreement can be reached, the agreed upon solution

shall be prepared and submitted by the initiating municipality outlining the concern, the agreed upon action, and any required amendments required to this Plan (if applicable).

- i. If no agreement can be reached the matter shall be referred to the Intermunicipal Committee.
- b. **Intermunicipal Committee:** A meeting shall be scheduled within 30 days of the completion of the Administrative Review to allow both partners to present their perspective on the issue. The Committee may:
 - i. Provide suggestions back to Administration on how to address the issue and refer the matter back to the Administrative Review stage;
 - ii. Request additional information to be provided to the Committee;
 - iii. Agree on a consensus position that resolves the issue; or
 - iv. Conclude that no initial agreement can be reached and refer the matter to the Dispute Process if appropriate.
- c. The outcome of any Intermunicipal Committee meeting shall be provided in writing to both municipalities.

3.3. Dispute Resolution

- 3.3.1 The dispute resolution process shall be used to resolve to following issues:
 - a. A lack of agreement between the two partners on any proposed amendment to this Plan;
 - b. A lack of agreement between the two partners on any proposed statutory plan, concept plan, outline plan, land use bylaw or any amendment to any of these documents affecting the lands within the Plan Area; or
 - c. A lack of agreement between the two partners on an interpretation of this Plan.
- 3.3.2 Any disputes between the parties related to this Intermunicipal Development Plan will be resolved using the binding dispute resolution process identified in the Intermunicipal Collaboration Framework, as established between the parties.
- 3.3.3 Additional disputes or appeals by other parties shall be made to and addressed by the respective approving authorities within each municipality.
- 3.3.4 The dispute resolution process may be initiated by either Council, by resolution.

4. IDP PLAN AREA

4.1. Map 1: Plan Area and Major Constraints



4.2. Map 2: Land Use Concept

4.3. Map 3: Future Annexation Area