

1. Order - 10:00 a.m.

2. Department reports

a) 10:00 a.m. Engineering

i) Transportation Master Plan ✓ D. Mryglod

b) 11:00 a.m. Planning and Development

i) Planning and Development notification and advertising practices ✓ G. Bain

ii) Land Use Bylaw review – Phase 2 public consultation – open house summary ✓ C. Richards

3. Adjournment



Report to Council Workshop Public

REPORT NAME

Planning and Development Notification and Advertisement Practices

IMPLICATIONS

Reason: To support further discussions with Council and ensure that notification and advertising practices for planning and development matters are aligned with Council's expectations.

Authority (MGA section/bylaw/policy number): **Municipal Government Act (MGA)**, various sections relating to required and permitted Land Use Bylaw content; **Leduc County Land Use Bylaw No. 7-08**, Part 3 setting out requirements for notification regarding development permit applications and Land Use Bylaw amendments; **Municipal Policy CO-01 (Public Participation)**; **Leduc County Alternate Advertising Bylaw No. 22-21**, **Leduc County Municipal Development Plan**.

Amount of funding required: N/A

Funding source: N/A

BACKGROUND

During the public hearing for the Alternate Advertising Bylaw, which was adopted by Council in March 2022, Council expressed a desire to receive more information from administration in relation to the notification and advertising practices used by the Planning & Development Department. Staff have conducted a series of workshops with Council through the course of 2023 in support of the Land Use Bylaw project. Workshops in January and March of this year both included discussions on the topic of notification to inform administration's work on Land Use Bylaw content. This report follows up on these discussions by Council.

Discussion

The following is an overview of the current practices of the Planning & Development Department for notification and advertising for the various types of applications and amendments. The attached notification summary chart provides additional detail.

- **Development permit applications:** Development permit applications are not advertised in the newspaper or posted on the County website. Development permits for permitted uses are not subject to any public process, while applications for discretionary uses are mailed to adjacent landowners for a 2 week feedback period. Subject to the discretion of the development authority, the notification area may be extended beyond the adjacent landowners. Notices of decision for discretionary use applications are also mailed to the same mailout list as the application package.
- **Land Use Bylaw Amendment Applications:**
 - Site specific amendments (redistrictings): Under the MGA, public hearings for these types of amendments are required to be advertised in the newspaper once a week for 2 consecutive weeks

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or mailed to every residence in the area to which the proposed bylaw relates at least five days before the public hearing. The County's practice for these amendment types is to place a notice of public hearing in the Leduc Rep for 2 weeks and mail a copy of the notice to all nearby landowners, at minimum to all immediately adjacent landowners.

- Non-site specific (text amendments): Under the MGA, public hearings for these types of amendments are required to be advertised in the newspaper for 2 consecutive weeks or mailed to every residence in the area to which the proposed bylaw relates at least five days before the public hearing. The County's practice for these amendment types is place the notice of public hearing in the Leduc Rep for 2 weeks, but not to mail a copy of the notice to any landowners.
- **Area Structure Plans (ASP)/ Local Area Structure Plans (LASP) – Statutory Plans:**
 - Under the MGA, public hearings for these plans are required to be advertised in the newspaper for 2 consecutive weeks or mailed to every residence in the area to which the proposed plan relates at least five days before the hearing. For these proposals, the County goes above and beyond the MGA requirements and places the notice of public hearing in the Leduc Rep for 2 weeks and mails a copy of the notice to all landowners in and adjacent to the plan area.
- **Outline Plans – Non-Statutory Plans:**

Outline plans are intended to be an implementation step for an approved statutory plan. Outline Plans are not subject to the same requirements as an ASP and LASP as they are not statutory plans and are not adopted by bylaw through a public hearing. Because no statutory public hearing is required for outline plans, there are no MGA requirements relating to their approval. The notification and advertising requirements are tailored to each individual project and identified in the P2 Plan for the project.

The Alternate Advertising Bylaw gives the County the ability to supplement the newspaper advertisements and mailouts in order to demonstrate that the advertising requirements of the MGA are satisfied. This is particularly important given that the newspaper circulation numbers have diminished over time, and have been inconsistent and unpredictable.

Previous Council Discussions

Alternate Advertising Bylaw Public Hearing – March 2022

During the public hearing for the Alternate Advertising Bylaw, concern was brought forward from members of the public that the use of the Leduc County website would become the only source of notification for planning & development matters. Administration has clarified that the Alternate Advertising Bylaw merely enables the use of the website as an official means of notification under the MGA. It remains the intent of the Planning & Development Department that use of the website and other electronic means of notification will be supplementary to the traditional methods describe above and in the attached chart.

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As Council was considering adoption of the Alternate Advertising Bylaw, members of Council made specific comments in relation to the Planning & Development Department's notification practices. The following key themes emerged from the discussions:

- Direct notifications (mailouts) to landowners for potentially impactful proposed developments and amendments is an important part of our process.
- Consideration should be given to expanding the notification area.
- Two weeks may not be enough time for landowners to respond to notifications and submit comments back to administration.
- Consideration should be given to the use of billboard signs to enhance the County's notification practices.

Administration will provide commentary and options where appropriate with respect to these matters at the workshop.

Land Use Bylaw Workshop Discussion – March 2023

As part of the Land Use Bylaw review project, Council discussed notification requirements for development permit applications in both January and March of this year. At the March 28, 2023 workshop, the subject of notification was discussed at some length. Administration provided a number of options and received feedback from members of Council.

The direction given to administration for inclusion in the new draft of the Land Use Bylaw is for a scaled back approach to notification. As such, the current draft provisions for notification indicate that, for discretionary use development permit applications, the development authority *may* notify adjacent landowners if the development authority deems the application may result in a detrimental impact on adjacent lands. Proposed land uses that may result in landowner notification include:

- Variance applications
- Home-based businesses (types 2 and 3)
- Dog Kennels
- Outdoor Sport & Recreation (e.g., shooting ranges)
- Any use or development that may pose any impact beyond the boundaries of the application property by way of noise, odour, traffic, design and appearance, or any other relevant impact deemed relevant by the development authority.

Conclusion

Based on discussions with Council, administration will institute a formal guideline for the Planning & Development Department for all of the various decision-making processes to ensure clarity and consistency moving forward.

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ATTACHMENTS

- Notification Summary Chart

APPLICATION / PROJECT TYPE	COUNTY RESIDENT NOTIFICATION PROCESS	INFORMATION CIRCULATED	CIRCULATION RADIUS	LEDUC COUNTY REQUIREMENT	MUNICIPAL GOVERNMENT ACT REQUIREMENT
Development Permit – PERMITTED	None	None	None	None	<p>640(1) A land use bylaw may prohibit or regulate and control the use and development of land and buildings in a municipality.</p> <p>(2) A land use bylaw</p> <p>(d) must provide for how and to whom notice of the issuance of a development permit is to be given;</p>
Development Permit – DISCRETIONARY	<ol style="list-style-type: none"> 1. Refer application to adjacent/affected landowners for 2 weeks prior to decision being issued. 2. Refer decision to adjacent/affected landowners for 19 days following decision being issued (appeal period). 	<ol style="list-style-type: none"> 1. Application: Covering letter, Application, Site Plan, any additional information deemed applicable. 2. Decision: Covering letter, notice of decision, permit, approved or refused site plan. 	<ol style="list-style-type: none"> 1. Application: Minimum - Immediately adjacent landowners (can be increased at planners discretion). 2. Decision: Circulate to same properties as identified in Part 1 above. 	<p>Land Use Bylaw 3.4.2 Notification of all discretionary use <i>development permit</i> applications and all applications in a direct control district <i>shall</i> be sent to adjacent landowners and to anyone who in the opinion of the <i>Development Authority</i> may be affected by the proposal, and <i>may</i> be published in a newspaper. Notwithstanding the foregoing, notification on applications for <i>Natural Resource Extraction shall</i> be published in a newspaper and <i>shall</i> be sent to <i>landowners</i> along a main haul route, except where the route is through a primary or secondary highway.</p> <p>Land Use Bylaw 3.8.1 Decisions on all <i>development permit</i> applications <i>shall</i> be issued in writing to the <i>applicant, landowner</i> and anyone who, in the opinion of the <i>Development Authority</i>, may be affected by the decision and <i>shall</i> contain:</p> <p>(a) a description of the proposed <i>development</i>;</p> <p>(b) a description of the subject property location;</p> <p>(c) the date the decision was issued; and</p> <p>(d) information respecting the appeal procedure in accordance with the <i>Act</i> and the Subdivision and Development Appeal Board Bylaw.</p> <p>Land Use Bylaw 3.8.3 In accordance with section 3.8.1, the issuance of a notice of decision on a <i>development permit</i></p>	<p>640(1) A land use bylaw may prohibit or regulate and control the use and development of land and buildings in a municipality.</p> <p>(2) A land use bylaw</p> <p>(d) must provide for how and to whom notice of the issuance of a development permit is to be given;</p> <p>685 (2) In addition to an applicant under subsection (1), any person affected by an order, decision or development permit made or issued by a development authority may appeal to the subdivision and development appeal board.</p>

				application for a <i>discretionary use</i> or the granting of a variance, <i>shall</i> be sent to adjacent landowners as identified on the Leduc County Assessment Roll and <i>may</i> be published in a local newspaper.	
Development Permit – DIRECT CONTROL	<ol style="list-style-type: none"> Refer application to adjacent/affected landowners for 2 weeks prior to decision being issued. Refer decision to adjacent/affected landowners. (not appealable) 	<ol style="list-style-type: none"> Application: Covering letter, Application, Site Plan, any additional information deemed applicable. Decision: Covering letter, notice of decision, permit, approved or refused site plan. 	<ol style="list-style-type: none"> Application: Minimum - Immediately adjacent landowners (can be increased at planners discretion). Decision: Circulate to same properties as identified in Part 1 above. 	Land Use Bylaw 3.4.2 Notification of all discretionary use <i>development permit</i> applications and all applications in a direct control district <i>shall</i> be sent to adjacent landowners as identified on the assessment roll of the <i>County</i> , and to anyone who in the opinion of the <i>Development Authority</i> may be affected by the proposal, and <i>may</i> be published in a newspaper.	640(1) A land use bylaw may prohibit or regulate and control the use and development of land and buildings in a municipality. (2) A land use bylaw (d) must provide for how and to whom notice of the issuance of a development permit is to be given;
Land Use Bylaw Amendment – TEXT AMENDMENT	<p>Advertise in Leduc Rep newspaper for 2 consecutive weeks at least five days ahead of public hearing.</p> <p>Post on County website.</p> <p>Post on social media from both corporate channels at least one time</p>	<p>In newspaper: Notice of Public Hearing</p> <p>County Website: Notice of Public Hearing, any supportive information where appropriate, online forms to submit comments and register to speak at the hearing.</p> <p>Social Media: Date of hearing and link to website information.</p>	<p>No adjacent landowner notifications sent as text amendments are typically not site-specific.</p> <p>Newspaper and website advertising expecting to reach a County-wide radius.</p> <p>Decision available on County website through Council minutes and on public participation opportunities page.</p>	<p>Land Use Bylaw 5.3.4 A <i>Bylaw</i> amendment <i>shall</i> be adopted in accordance with the provisions of the <i>Act</i> and <i>shall</i> include public notification and a formal public hearing.</p> <p>Municipal Policy C0-01: Public Participation: All public participation will be undertaken in accordance with the <i>Municipal Government Act</i>, the <i>Freedom of Information and Protection of Privacy Act</i> and any other applicable legislation. This Policy is in addition to, and does not modify or replace the statutory public hearing requirements in the <i>Municipal Government Act</i>.</p> <p>Bylaw 22-21 Alternate Advertising:</p> <ol style="list-style-type: none"> Any information required to be advertised under section 606 of the <i>Municipal Government Act</i> of a bylaw, resolution, meeting, public hearing or other thing shall be given, in accordance 	<p>Planning bylaws</p> <p>692(1) Before giving second reading to</p> <ol style="list-style-type: none"> a proposed bylaw to adopt an intermunicipal development plan, a proposed bylaw to adopt a municipal development plan, a proposed bylaw to adopt an area structure plan, a proposed bylaw to adopt an area redevelopment plan, a proposed land use bylaw, or a proposed bylaw amending a statutory plan or land use bylaw referred to in clauses (a) to (e), <p>a council must hold a public hearing with respect to the proposed bylaw in accordance with section 230 after giving notice of it in accordance with section 606.</p> <p>606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.</p> <p>(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be:</p>

				<p>with the timelines prescribed in section 606;</p> <ul style="list-style-type: none"> a) Electronically, by publishing those notices on the Leduc County website. <p>2) Leduc County may also communicate the information in addition to the means outlined in 1(a) using one, or more, of the following methods:</p> <ul style="list-style-type: none"> a) Newspaper advertising; b) Posting to one or more of Leduc County’s corporate social media channels; c) Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing related, or in which the meeting or hearing is to be held; or d) Any other means determined appropriate by the County 	<ul style="list-style-type: none"> (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or (c) given by a method provided for in a bylaw under section 606.1. <p>606(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.</p> <p>606(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.</p> <p>606(6) A notice must contain (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing, (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected, (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and (d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p>
Land Use Bylaw Amendment – REDISTRICTING	<p>Refer application / notice of public hearing to adjacent landowners for 2 weeks prior to public hearing.</p> <p>Advertise in Leduc Rep newspaper for 2 consecutive weeks at least five days ahead of public hearing.</p> <p>Post on County website.</p> <p>Post on social media from both corporate</p>	<p>Adjacent Landowners: Personalized letter and Notice of Hearing (plus any supporting info if applicable). Letter of decision following decision.</p> <p>In paper: Notice of Public Hearing</p> <p>County Website: Notice of Public Hearing, any supportive information where appropriate, online forms to submit</p>	<p>Typically sent to landowners within all adjacent quarter sections to the property subject to the amendment application.</p> <p>Newspaper and website advertising expecting to reach a County-wide radius.</p> <p>Decision notification sent to all landowners who received initial notification.</p>	<p>Land Use Bylaw 5.3.3 An amendment to redistrict a <i>lot shall</i> be circulated to the registered owners of all <i>adjacent land</i> for information and comment.</p> <p>Land Use Bylaw 5.3.4 A <i>Bylaw</i> amendment <i>shall</i> be adopted in accordance with the provisions of the <i>Act</i> and <i>shall</i> include public notification and a formal public hearing.</p> <p>Municipal Policy C0-01: Public Participation: All public participation will be undertaken in accordance with the <i>Municipal Government Act</i>, the <i>Freedom of Information and Protection of Privacy Act</i> and any other applicable legislation. This Policy is in addition to, and does not modify or replace</p>	<p>Planning bylaws</p> <p>692(1) Before giving second reading to</p> <ul style="list-style-type: none"> (a) a proposed bylaw to adopt an intermunicipal development plan, (b) a proposed bylaw to adopt a municipal development plan, (c) a proposed bylaw to adopt an area structure plan, (d) a proposed bylaw to adopt an area redevelopment plan, (e) a proposed land use bylaw, or (f) a proposed bylaw amending a statutory plan or land use bylaw referred to in clauses (a) to (e), <p>a council must hold a public hearing with respect to the proposed bylaw in accordance with section 230 after giving notice of it in accordance with section 606.</p> <p>606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.</p>

	channels at least one time.	<p>comments and register to speak at the hearing.</p> <p>Social Media: Date of hearing and link to website information.</p>	Decision available on County website through Council minutes and on public participation opportunities page.	<p>the statutory public hearing requirements in the <i>Municipal Government Act</i>.</p> <p>Bylaw 22-21 Alternate Advertising:</p> <p>3) Any information required to be advertised under section 606 of the <i>Municipal Government Act</i> of a bylaw, resolution, meeting, public hearing or other thing shall be given, in accordance with the timelines prescribed in section 606;</p> <ul style="list-style-type: none"> b) Electronically, by publishing those notices on the Leduc County website. <p>4) Leduc County may also communicate the information in addition to the means outlined in 1(a) using one, or more, of the following methods:</p> <ul style="list-style-type: none"> e) Newspaper advertising; f) Posting to one or more of Leduc County’s corporate social media channels; g) Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing related, or in which the meeting or hearing is to be held; or h) Any other means determined appropriate by the County 	<p>(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be:</p> <ul style="list-style-type: none"> (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or (c) given by a method provided for in a bylaw under section 606.1. <p>606(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.</p> <p>606(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.</p> <p>606(6) A notice must contain (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing, (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected, (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and (d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p>
Area Structure Plan NEW PLAN	Project communication and/or public participation conducted as per Communications (and/or Public Participation) Plan. Minimum two week notification to invite landowners, agencies, adjacent municipalities	<p>As per Communications/P2 Plan.</p> <p>Typical info included:</p> <p>Project background, plan area, relevant overarching policy (e.g. is the area considered for business use? Country</p>	<p>As per Communications/P2 Plan.</p> <p>The circulation radius would typically be landowners within & immediately adjacent to the plan area.</p>	<p>Municipal Policy C0-01: Public Participation:</p> <p>All public participation will be undertaken in accordance with the <i>Municipal Government Act</i>, the <i>Freedom of Information and Protection of Privacy Act</i> and any other applicable legislation. This Policy is in addition to, and does not modify or replace the statutory public hearing requirements in the <i>Municipal Government Act</i>.</p> <p>As per P2 Plan/policies of applicable plans.</p>	<p>606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.</p> <p>(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be:</p> <ul style="list-style-type: none"> (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held,

<p>within/adjacent to the plan area.</p> <p>Public Hearing (Required): As per section 606 of the Municipal Government Act</p>	<p>Residential? Urban Growth? Lakeshore Residential? Etc.) development concept options (if applicable), draft policies.</p> <p>Public Hearing (Required): Proposed plan and accompanying bylaw, any proposed amendments to related plans.</p>			<p>Public Hearing (Required): Leduc County MDP Section 9.0.0.8 The County will refer to an adjacent municipality, for review any development, subdivision, or statutory plan as outlined within the Intermunicipal Development Plans.</p> <p>Section 9.0.0.9 Where no Intermunicipal Development Plan exists, the County will refer to an adjacent municipality or neighbouring First Nation community for review any of the following which affect lands within 0.8 km of the adjacent municipality/First Nation community (3.2 km in the case of the City of Edmonton): b. a proposed Area Structure Plan and amendments thereto for a minimum of 21 calendar days;</p> <p>Section 9.0.0.10 Notwithstanding Policy 9.0.0.9 above, the referral distance may be greater than 0.8 km if the proposed development or subdivision creates off site impacts that may affect the adjacent municipality or neighbouring First Nation.</p> <p>Bylaw 22-21 Alternate Advertising: 5) Any information required to be advertised under section 606 of the <i>Municipal Government Act</i> of a bylaw, resolution, meeting, public hearing or other thing shall be given, in accordance with the timelines prescribed in section 606; c) Electronically, by publishing those notices on the Leduc County website. 6) Leduc County may also communicate the information in addition to the means outlined in 1(a) using one, or more, of the following methods:</p>	<p>(b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or (c) given by a method provided for in a bylaw under section 606.1.</p> <p>606(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.</p> <p>606(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.</p> <p>606(6) A notice must contain (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing, (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected, (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and (d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p> <p>Statutory plan preparation 636(1) While preparing a statutory plan, a municipality must notify the following and provide a means for suggestions and representations to be made: (a) any members of the public who may be affected by the plan; RSA 2000 Section 637 Chapter M-26 MUNICIPAL GOVERNMENT ACT 404 (b) the school boards with jurisdiction in the area to which the plan preparation applies; (c) in the case of a municipal development plan, (i) any adjacent municipalities, (ii) the Indian band of any adjacent Indian reserve, and (iii) any adjacent Metis settlement; (d) in the case of an area structure plan, (i) where the land that is the subject of the plan is adjacent to another municipality, that municipality, (ii) where the land that is the subject of the plan is within 1.6 kilometres of a provincial highway, the Minister responsible for the Highways Development and Protection Act, and (iii) where the land that is the subject of the plan is adjacent to an Indian reserve or Metis settlement, the Indian band or Metis settlement. (2) Subsection (1) does not apply to amendments to statutory plans. RSA 2000 cM-26 s636;2008 c37 s11;2017 c13 s1(57); 2020 c39 s10(22)</p>
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				<ul style="list-style-type: none"> i) Newspaper advertising; j) Posting to one or more of Leduc County's corporate social media channels; k) Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing related, or in which the meeting or hearing is to be held; or l) Any other means determined appropriate by the County 	<p>Section 4.1 of the Regional Evaluation Framework (Ministerial Order MSD:088/20, validated under Section 603.1(2)b of the MGA)</p> <p>A municipality must refer to the Board any proposed new statutory plan, except for:</p> <p>c. a new area structure plan for country residential development within the zoned and/or designated country residential areas as depicted on Schedule 2: Edmonton Metropolitan Regional Structure to 2044 in the EMRGP;</p> <p>Section 5.1 of the Regional Evaluation Framework (Ministerial Order MSD:088/20, validated under Section 603.1(2)b of the MGA)</p> <p>Statutory plans or statutory plan amendments referred to the Board pursuant to Section 4.0 must be referred to the Board after 1st reading and before 3rd reading of a bylaw or bylaws.</p>
Local Area Structure Plan NEW PLAN	<p>Project communication and/or public participation conducted as per Communications (and/or Public Participation) Plan, overarching ASP, MDP, & IDP requirements</p> <p>Public Hearing (Required): As per section 606 of the Municipal Government Act</p>	<p>As per P2 Plan, overarching ASP, MDP, & IDP requirements</p> <p>Typical info included:</p> <p>Project background, plan area, relevant overarching policy (e.g. is the area considered for business use? Country Residential? Urban Growth? Lakeshore Residential? Etc.) development concept options (if applicable), draft policies.</p> <p>Public Hearing (Required): Proposed plan and accompanying bylaw, any proposed amendments to related plans.</p>	<p>As per Communications/P2 Plan.</p> <p>The circulation radius would typically be landowners within & immediately adjacent to the plan area.</p>	<p>Municipal Policy CC-01: Public Participation: All public participation will be undertaken in accordance with the <i>Municipal Government Act</i>, the <i>Freedom of Information and Protection of Privacy Act</i> and any other applicable legislation. This Policy is in addition to, and does not modify or replace the statutory public hearing requirements in the <i>Municipal Government Act</i>.</p> <p>As per P2 Plan, overarching ASP, MDP, & IDP requirements.</p> <p>Public Hearing (Required): Leduc County MDP Section 9.0.0.8 The County will refer to an adjacent municipality, for review any development, subdivision, or statutory plan as outlined within the Intermunicipal Development Plans.</p> <p>Section 9.0.0.9 Where no Intermunicipal Development Plan exists, the County will refer to an adjacent municipality or neighbouring First Nation community for review any of the following</p>	<p>606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.</p> <p>(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be</p> <p>(a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held,</p> <p>(b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or</p> <p>(c) given by a method provided for in a bylaw under section 606.1.</p> <p>606(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.</p> <p>606(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.</p> <p>606(6) A notice must contain:</p> <p>(a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing,</p>

				<p>which affect lands within 0.8 km of the adjacent municipality/First Nation community (3.2 km in the case of the City of Edmonton):</p> <p>b. a proposed Area Structure Plan and amendments thereto for a minimum of 21 calendar days;</p> <p>Section 9.0.0.10 Notwithstanding Policy 9.0.0.9 above, the referral distance may be greater than 0.8 km if the proposed development or subdivision creates off site impacts that may affect the adjacent municipality or neighbouring First Nation.</p> <p>Bylaw 22-21 Alternate Advertising:</p> <p>7) Any information required to be advertised under section 606 of the <i>Municipal Government Act</i> of a bylaw, resolution, meeting, public hearing or other thing shall be given, in accordance with the timelines prescribed in section 606;</p> <p style="padding-left: 40px;">d) Electronically, by publishing those notices on the Leduc County website.</p> <p>8) Leduc County may also communicate the information in addition to the means outlined in 1(a) using one, or more, of the following methods:</p> <p style="padding-left: 40px;">m) Newspaper advertising;</p> <p style="padding-left: 40px;">n) Posting to one or more of Leduc County's corporate social media channels;</p> <p style="padding-left: 40px;">o) Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing related, or in which the meeting or hearing is to be held; or</p> <p style="padding-left: 40px;">p) Any other means determined appropriate by the County</p>	<p>(b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected,</p> <p>(c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and</p> <p>(d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p> <p>Statutory plan preparation</p> <p>636(1) While preparing a statutory plan, a municipality must notify the following and provide a means for suggestions and representations to be made:</p> <p>(a) any members of the public who may be affected by the plan; RSA 2000 Section 637 Chapter M-26 MUNICIPAL GOVERNMENT ACT 404</p> <p>(b) the school boards with jurisdiction in the area to which the plan preparation applies;</p> <p>(c) in the case of a municipal development plan,</p> <p style="padding-left: 20px;">(i) any adjacent municipalities,</p> <p style="padding-left: 20px;">(ii) the Indian band of any adjacent Indian reserve, and</p> <p style="padding-left: 20px;">(iii) any adjacent Metis settlement;</p> <p>(d) in the case of an area structure plan,</p> <p style="padding-left: 20px;">(i) where the land that is the subject of the plan is adjacent to another municipality, that municipality,</p> <p style="padding-left: 20px;">(ii) where the land that is the subject of the plan is within 1.6 kilometres of a provincial highway, the Minister responsible for the Highways Development and Protection Act, and</p> <p style="padding-left: 20px;">(iii) where the land that is the subject of the plan is adjacent to an Indian reserve or Metis settlement, the Indian band or Metis settlement.</p> <p>(2) Subsection (1) does not apply to amendments to statutory plans. RSA 2000 cM-26 s636;2008 c37 s11;2017 c13 s1(57); 2020 c39 s10(22)</p> <p>Section 4.1 of the Regional Evaluation Framework (Ministerial Order MSD:088/20, validated under Section 603.1(2)b of the MGA)</p> <p>A municipality must refer to the Board any proposed new statutory plan, except for:</p> <p>a. a new sub-area structure plan that is subordinate to and consistent with its higher order area structure plan or area redevelopment plan;.</p>
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Outline Plan	As identified for in overarching ASP / LASP	As identified for in overarching ASP / LASP	As per Communications/P2 Plan. The circulation radius would typically be landowners within & immediately adjacent to the plan area.	Municipal Policy CC-01: Public Participation: All public participation will be undertaken in accordance with the <i>Municipal Government Act</i> , the <i>Freedom of Information and Protection of Privacy Act</i> and any other applicable legislation. This Policy is in addition to, and does not modify or replace the statutory public hearing requirements in the <i>Municipal Government Act</i> .	
Subdivision	Refer application for 21 days referral period to immediately adjacent landowners.	Maps, statement / letter of proposed subdivision, applicant letter of intent.	Immediately adjacent landowners (can be increased if deemed necessary)		653(3) On receipt of an acknowledgment under section 653.1(5) or (7) that the application for subdivision approval is complete, or if the application is deemed to be complete under section 653.1(4), the subdivision authority must (b) give notice of the application to owners of the land that is adjacent to the land that is the subject of the application. 656(1) A decision of a subdivision authority must be given in writing to the applicant and to the Government departments, persons and local authorities to which the subdivision authority is required by the subdivision and development regulations to give a copy of the application.
Municipal Development Plan AMENDMENT	Project communication and/or public participation conducted as per Communications (and/or Public Participation) Plan and overarching IDP requirements Public Hearing (Required): As per section 606 of the Municipal Government Act	As per P2 Plan and overarching IDP requirements Typical info included: Project background, relevant overarching policy (e.g. EMRB, Regional Plan, MGA, etc.), development concept options (if applicable), draft policies.	As per Communications/P2 Plan. The circulation radius would typically be landowners within & immediately adjacent to the amendment area.	Municipal Policy CC-01 Public Participation: All public participation will be undertaken in accordance with the <i>Municipal Government Act</i> , the <i>Freedom of Information and Protection of Privacy Act</i> and any other applicable legislation. This Policy is in addition to, and does not modify or replace the statutory public hearing requirements in the <i>Municipal Government Act</i> . As per P2 Plan and overarching IDP requirements. Public Hearing (Required): Leduc County MDP Section 9.0.0.8	606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise. (2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or (c) given by a method provided for in a bylaw under section 606.1.

		<p>Public Hearing (Required): Proposed plan and accompanying bylaw, any proposed amendments to related plans.</p>		<p>The County will refer to an adjacent municipality, for review any development, subdivision, or statutory plan as outlined within the Intermunicipal Development Plans.</p> <p>Section 9.0.0.9 Where no Intermunicipal Development Plan exists, the County will refer to an adjacent municipality or neighbouring First Nation community for review any of the following which affect lands within 0.8 km of the adjacent municipality/First Nation community (3.2 km in the case of the City of Edmonton):</p> <p>a. the adoption of or amendment to this Municipal Development Plan for a minimum of 28 calendar days;</p> <p>Section 9.0.0.10 Notwithstanding Policy 9.0.0.9 above, the referral distance may be greater than 0.8 km if the proposed development or subdivision creates off site impacts that may affect the adjacent municipality or neighbouring First Nation.</p> <p>Bylaw 22-21 Alternate Advertising:</p> <p>9) Any information required to be advertised under section 606 of the <i>Municipal Government Act</i> of a bylaw, resolution, meeting, public hearing or other thing shall be given, in accordance with the timelines prescribed in section 606;</p> <p>e) Electronically, by publishing those notices on the Leduc County website.</p> <p>10) Leduc County may also communicate the information in addition to the means outlined in 1(a) using one, or more, of the following methods:</p> <p>q) Newspaper advertising;</p>	<p>606(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.</p> <p>606(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.</p> <p>606(6) A notice must contain (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing, (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected, (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and (d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p> <p>Statutory plan preparation</p> <p>636(1) While preparing a statutory plan, a municipality must notify the following and provide a means for suggestions and representations to be made:</p> <p>(a) any members of the public who may be affected by the plan; RSA 2000 Section 637 Chapter M-26 MUNICIPAL GOVERNMENT ACT 404</p> <p>(b) the school boards with jurisdiction in the area to which the plan preparation applies;</p> <p>(c) in the case of a municipal development plan,</p> <p>(i) any adjacent municipalities,</p> <p>(ii) the Indian band of any adjacent Indian reserve, and</p> <p>(iii) any adjacent Metis settlement;</p> <p>(d) in the case of an area structure plan,</p> <p>(i) where the land that is the subject of the plan is adjacent to another municipality, that municipality,</p> <p>(ii) where the land that is the subject of the plan is within 1.6 kilometres of a provincial highway, the Minister responsible for the Highways Development and Protection Act, and</p> <p>(iii) where the land that is the subject of the plan is adjacent to an Indian reserve or Metis settlement, the Indian band or Metis settlement.</p> <p>(2) Subsection (1) does not apply to amendments to statutory plans. RSA 2000 cM-26 s636;2008 c37 s11;2017 c13 s1(57); 2020 c39 s10(22)</p> <p>Section 5.1 of the Regional Evaluation Framework (Ministerial Order MSD:088/20, validated under Section 603.1(2)b of the MGA)</p>
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				<ul style="list-style-type: none"> r) Posting to one or more of Leduc County's corporate social media channels; s) Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing related, or in which the meeting or hearing is to be held; or t) Any other means determined appropriate by the County 	Statutory plans or statutory plan amendments referred to the Board pursuant to Section 4.0 must be referred to the Board after 1st reading and before 3 rd reading of a bylaw or bylaws.
Intermunicipal Development Plan AMENDMENT	<p>Project communication and/or public participation conducted as per Communications (and/or Public Participation) Plan and existing IDP requirements</p> <p>Public Hearing (Required): As per section 606 of the Municipal Government Act</p>	<p>As per P2 Plan and existing IDP requirements</p> <p>Typical info included:</p> <p>Project background, plan area, relevant overarching policy (e.g. is the area considered for business use? Country Residential? Urban Growth? Lakeshore Residential? Etc.) development concept options (if applicable), draft policies.</p> <p>Public Hearing (Required): Proposed plan and accompanying bylaw, any proposed amendments to related plans.</p>	<p>As per Communications/P2 Plan.</p> <p>The circulation radius would typically be landowners within & immediately adjacent to the amendment area.</p>	<p>Municipal Policy CC-01 Public Participation: All public participation will be undertaken in accordance with the <i>Municipal Government Act</i>, the <i>Freedom of Information and Protection of Privacy Act</i> and any other applicable legislation. This Policy is in addition to, and does not modify or replace the statutory public hearing requirements in the <i>Municipal Government Act</i>.</p> <p>As per P2 Plan and existing IDP requirements.</p> <p>Public Hearing (Required): Leduc County MDP Section 9.0.0.8 The County will refer to an adjacent municipality, for review any development, subdivision, or statutory plan as outlined within the Intermunicipal Development Plans.</p> <p>Section 9.0.0.9 Where no Intermunicipal Development Plan exists, the County will refer to an adjacent municipality or neighbouring First Nation community for review any of the following which affect lands within 0.8 km of the adjacent municipality/First Nation community (3.2 km in the case of the City of Edmonton):</p>	<p>606(1) The requirements of this section apply when this or another enactment requires a bylaw, resolution, meeting, public hearing or something else to be advertised by a municipality, unless this or another enactment specifies otherwise.</p> <p>(2) Notice of the bylaw, resolution, meeting, public hearing or other thing must be</p> <ul style="list-style-type: none"> (a) published at least once a week for 2 consecutive weeks in at least one newspaper or other publication circulating in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, (b) mailed or delivered to every residence in the area to which the proposed bylaw, resolution or other thing relates, or in which the meeting or hearing is to be held, or (c) given by a method provided for in a bylaw under section 606.1. <p>606(3) A notice of a proposed bylaw must be advertised under subsection (2) before second reading.</p> <p>606(5) A notice of a meeting, public hearing or other thing must be advertised under subsection (2) at least 5 days before the meeting, public hearing or thing occurs.</p> <p>606(6) A notice must contain (a) a statement of the general purpose of the proposed bylaw, resolution, meeting, public hearing or other thing, (b) the address where a copy of the proposed bylaw, resolution or other thing, and any document relating to it or to the meeting or public hearing may be inspected, (c) in the case of a bylaw or resolution, an outline of the procedure to be followed by anyone wishing to file a petition in respect of it, and (d) in the case of a meeting or public hearing, the date, time and place where it will be held.</p>

				<p>b. the adoption of or amendment to this Municipal Development Plan for a minimum of 28 calendar days;</p> <p>Section 9.0.0.10 Notwithstanding Policy 9.0.0.9 above, the referral distance may be greater than 0.8 km if the proposed development or subdivision creates off site impacts that may affect the adjacent municipality or neighbouring First Nation.</p> <p>Bylaw 22-21 Alternate Advertising:</p> <p>11) Any information required to be advertised under section 606 of the <i>Municipal Government Act</i> of a bylaw, resolution, meeting, public hearing or other thing shall be given, in accordance with the timelines prescribed in section 606;</p> <p>f) Electronically, by publishing those notices on the Leduc County website.</p> <p>12) Leduc County may also communicate the information in addition to the means outlined in 1(a) using one, or more, of the following methods:</p> <p>u) Newspaper advertising;</p> <p>v) Posting to one or more of Leduc County's corporate social media channels;</p> <p>w) Mailing or delivering the information to every residence in the area to which the proposed bylaw, resolution or other thing related, or in which the meeting or hearing is to be held; or</p> <p>x) Any other means determined appropriate by the County</p>	<p>Statutory plan preparation 636(1) While preparing a statutory plan, a municipality must notify the following and provide a means for suggestions and representations to be made:</p> <p>(a) any members of the public who may be affected by the plan; RSA 2000 Section 637 Chapter M-26 MUNICIPAL GOVERNMENT ACT 404</p> <p>(b) the school boards with jurisdiction in the area to which the plan preparation applies;</p> <p>(c) in the case of a municipal development plan,</p> <p>(i) any adjacent municipalities,</p> <p>(ii) the Indian band of any adjacent Indian reserve, and</p> <p>(iii) any adjacent Metis settlement;</p> <p>(d) in the case of an area structure plan,</p> <p>(i) where the land that is the subject of the plan is adjacent to another municipality, that municipality,</p> <p>(ii) where the land that is the subject of the plan is within 1.6 kilometres of a provincial highway, the Minister responsible for the Highways Development and Protection Act, and</p> <p>(iii) where the land that is the subject of the plan is adjacent to an Indian reserve or Metis settlement, the Indian band or Metis settlement.</p> <p>(2) Subsection (1) does not apply to amendments to statutory plans. RSA 2000 cM-26 s636;2008 c37 s11;2017 c13 s1(57); 2020 c39 s10(22)</p> <p>Section 4.1 of the Regional Evaluation Framework (Ministerial Order MSD:088/20, validated under Section 603.1(2)b of the MGA)</p> <p>A municipality must refer to the Board any proposed new statutory plan, except for:</p> <p>d. a new Intermunicipal development plan between non-member municipalities and member municipalities that conforms to the member municipalities' municipal development plan.</p> <p>Section 5.1 of the Regional Evaluation Framework (Ministerial Order MSD:088/20, validated under Section 603.1(2)b of the MGA) Statutory plans or statutory plan amendments referred to the Board pursuant to Section 4.0 must be referred to the Board after 1st reading and before 3rd reading of a bylaw or bylaws.</p>
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Report to Council Workshop Public

REPORT NAME

Land Use Bylaw 7-08 Review – Phase 2 Public Consultation. Open House Summary

IMPLICATIONS

Reason: To provide Council with an update and overview of the 2023 phase 2 public engagement events for the Land Use Bylaw review.

Authority: *(MGA section/bylaw/policy number):*

Land Use Bylaw 7-08

BACKGROUND

As part of Administration's commitment to providing Council with regular project progress updates for the Land Use Bylaw review, staff will present a brief high-level summary of the phase 2 public engagement undertaken during the year. Phase 2 of our public consultation initiative commenced in June 2023 with the first of 5 open houses that ran throughout the County, concluding in November.

Discussions will include a summary of attendance numbers, key themes that were discussed during the events, and how administration plans to utilize the feedback received to help inform the ongoing draft of the Land Use Bylaw update.

Administration will also provide Council with a brief overview of project progress throughout 2023 and roadmap to our anticipated project completion in 2024, which will include phase 3 of our public consultation that is planned to commence upon completion of the draft bylaw and prior to the commencement of the formal public hearing process.

Submitted by: Colin Richards, Supervisor, Development

Reviewed by: Grant Bain, Director of Planning & Development. Charlene Haverland, Manager, Development Services

Date: 12/12/23