

SCHEDULE "A"
BYLAW NO. 9-2011

**TOWN OF ST. BRIEUX,
SASKATCHEWAN**

OFFICIAL COMMUNITY PLAN

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TABLE OF CONTENTS

1	INTRODUCTION	4
1.1	Authority and Scope	4
1.2	Purpose and Community Goals	4
1.2.1	Community Vision	4
1.2.2	Community Goals	4
2	GENERAL POLICIES	5
2.1	Economic Development	5
2.2	Inter – Jurisdictional Co-operation	6
2.3	Environmental Management	7
3.	RESIDENTIAL LAND USE	8
3.1	Discussion/Issues	8
3.2	Objectives	9
3.3	Policies	10
4.	COMMERCIAL LAND USE	11
4.1	Issues	11
4.2	Objectives	11
4.3	Policies	12
5.	INDUSTRIAL LAND USE	12
5.1	Issue	12
5.2	Objectives	13
5.3	Policies	13
6.	COMMUNITY FACILITIES AND RECREATION	14
6.1	Issue	14
6.2	Objectives	14
6.3	Policies	15
7.	TRANSPORTATION	15
7.1	Issue	15
7.2	Objectives	15
7.3	Policies	16
8.	URBAN EXPANSION AND RURAL/URBAN FRINGE	16
8.1	Issues	16
8.2	Objectives	17
8.3	Policies	17
9.	MUNICIPAL SERVICES	19
9.1	Issues	19
9.2	Objectives	20
9.3	Policies	20
10.	IMPLEMENTATION	21
10.1	Zoning Bylaw	21
10.2	Contract Zoning	22
10.3	Minor Variances to the Zoning Bylaw	22
10.2	Amendment of the Zoning Bylaw	22
10.3	Subdivision of Land	23
10.4	Servicing Agreement	23
10.5	Development Levy Bylaw	24
10.6	Building Bylaw	24
10.7	Annexation, Land Purchase or Lease	24
10.8	Inter-municipal and Inter-jurisdictional Cooperation	24
10.9	Capital Works Program	25
10.10	Monitoring	25
11.	LAND USE CONCEPT	25

1 INTRODUCTION

1.1 Authority and Scope

This Official Community Plan (OCP) is adopted in accordance with Part IV, Division 1 of *The Planning and Development Act, 2007* and applies to all land within the incorporated limits of the Town of St. Brieux.

1.2 Purpose and Community Goals

The Official Community Plan provides a policy framework to guide the physical, environmental, economic, social and cultural development of the community. The policies are intended to provide Council with guidelines for formulating decisions on future land use and development proposals and direction in establishing other bylaws and programs to guide St. Brieux's future growth.

1.2.1 Community Vision

The Town of St. Brieux is a diverse community which values:

- A good quality of life for its residents by promoting active healthy lifestyles, public safety, and the pursuit of cultural, social, educational and recreational awareness and development
- Economic development and employment opportunities
- Sustainable environmental stewardship
- Respect and co-operation with neighbouring communities in the region

1.2.2 Community Goals

These policies are based on general community goals against which future actions will be measured. The community goals are:

- To make St. Brieux environmentally, socially, culturally and economically healthy and sustainable for future generations.
- To enhance and diversify the economic base of the Town within its service region by encouraging and supporting the creation of new businesses.
- To promote sustainable development which takes advantage of St. Brieux's location near Lenore Lake and enhances the Town's role as a service centre for seasonal and recreational residents.
- To accommodate growth and development in accordance with sound and sustainable land use planning practices which will enhance the viability, enjoyment and character of St. Brieux.
- To encourage the retention of existing and development of new institutional and recreational facilities within the Village which service and enhance the quality of life for the region.
- To ensure that land is available in appropriate locations to provide for future residential, commercial, industrial, institutional and recreational needs.
- To provide and maintain a sound, economical, and sustainable system of transportation and utility infrastructure.

- To encourage positive communication and beneficial cooperation between St. Brieux and our neighbouring communities, other local governments and agencies, First Nations and Métis communities for the mutual improvement of service capacity, governance and quality of life for the region.

2 GENERAL POLICIES

2.1 Economic Development

2.1.1 Discussion/Issues

- St. Brieux's unique location near Lenore Lake and St. Brieux Regional Park offers an excellent opportunity for growth in tourism and retirement living sectors.
- St. Brieux has benefitted from the employment generated by the large farm implement manufacturing business within the community. Encouraging the expansion of the existing manufacturers and creating new employment opportunities will diversify the local economy and expand the tax base.
- St. Brieux is located in proximity to the regional service centres of Melfort and Humboldt which may make it attractive as an expanded residential community to new or existing regional residents looking for a small town lifestyle.

2.1.2 Objectives

- 1) To attract more people to St. Brieux as permanent or seasonal residents.
- 2) To enhance and expand the Town's role as a service centre for the region.
- 3) To encourage and assist the future enhancement and maintenance of the St. Brieux Regional Park to ensure it is preserved as a recreational asset for the community and region.
- 4) To encourage new and expansion of existing business.

2.1.3 Policies

- Council will continue to promote St. Brieux as a location for new business, in co-operation with local and regional economic development organizations.

- Council will promote and advertise the associated high quality of life and amenities of St. Brieux to encourage individuals and families to locate their permanent residences or seasonal homes in St. Brieux.
- Council will promote and advertise St. Brieux as a tourist destination area in cooperation with local and regional tourism organizations.
- Council will promote the Town as an area for new industrial development in co-operation with local and regional economic development organizations.
- Council will work with existing industries to encourage expansion and accommodate the residential needs of future employees.
- Council will promote the preservation of Heritage resources and the adaptive re-use of historic buildings.
- Council will encourage infill and redevelopment of underutilized sites to promote efficient use of existing services and neighbourhood revitalization.

2.2 Inter – Jurisdictional Co-operation

2.2.1 Discussion/Issues

- Significant residential development has been experienced in recent years and there is opportunity for additional development in lakeshore areas in proximity to Lenore Lake.
- St. Brieux is in a position to encourage additional development by providing service infrastructure to these areas.
- The Town and Rural Municipality of Lake Lenore maintain an excellent working relationship and it is anticipated will work together in the future to ensure new development can be accommodated to the benefit of both municipalities.

2.2.2 Objectives

- To encourage orderly development in the area surrounding St. Brieux to ensure that future urban development or servicing needs are not prejudiced.

2.2.3 Policies

- Council will work with the RM of Lake Lenore in developing land use controls and negotiating agreements for services with developers of lands abutting and in close proximity to St. Brieux.

- Revenue sharing and other agreements may be negotiated with RM of Lake Lenore and other affected municipal governments for developments requiring services from St. Brieux on a fair and equitable basis for recovery of capital and operating costs.
- St. Brieux will pursue annexations in cooperation with the Rural Municipality of Lake Lenore No. 399 as necessary to accommodate town expansion or as a means to provide services to new areas.

2.3 Environmental Management

2.3.1 Discussion/Issues

- St. Brieux is committed to the long term sustainability of its natural environment and wishes to incorporate the natural landscape in future plans for the community.
- Minimizing development impacts on natural areas such as sloughs and creeks, trees and natural vegetation will need to be considered in future planning.
- Council is exploring opportunities to reduce the town's ecological footprint through recycling, water conservation, etc.

2.3.2 Objectives

- To acknowledge and protect natural environmental features and systems within the municipality.
- To protect significant archaeological, historical, and other cultural sites from incompatible development.
- To restrict development in areas which are considered hazardous for development for reasons of ground instability, erosion, flooding, or other environmental hazards.
- To extend the responsibility for sound environmental management to property owners and developers.

2.3.3 Policies

- Council will prohibit new development on lands located within the 1:500 year flood level established by Saskatchewan Watershed Authority.

- Council shall require developers to provide professional environmental, geo-technical, hydrological reports to address potential development hazards.
- Council may refuse to authorize development of structures on such land or may authorize such developments only in accordance with recommended mitigation measures.
- Council may require a preliminary analysis by a professional engineer or environmental scientist to identify which hazards may exist in the area of a proposed development.
- Council will not recommend approval of a proposed subdivision unless each proposed lot has been shown to have a building site above the 1:500 year flood level as determined by Saskatchewan Watershed Authority.
- Hazardous lands below the 1:500 year flood line elevation, which are subject to proposed subdivision will be required to be dedicated as public environmental reserve.
- Filling of lands to adjust flood levels will not be permitted without the approval of the provincial or federal government department having jurisdiction.
- Council will not permit any alteration or addition to an existing building or structure in any flood prone area until the appropriate flood proofing measures are taken.
- Council will not permit any new development in any unstable slope or erosion prone area until the property owner has undertaken erosion and/or slope stability investigations to address the interests of the Town of St. Brieux or any other party who may be affected.
- The Town of St. Brieux will consult with the Ministry of Tourism, Parks, Culture and Sport and the Ministry of Environment to ensure the protection of significant heritage resources located on land proposed for development.

3. RESIDENTIAL LAND USE

3.1 Discussion/Issues

- The population of St. Brieux is expected to remain generally stable over the next five years in the range of 500 to 600 persons. Statistics Canada reported 505 permanent residents according to the 2001 Census and a slight decrease to 492 permanent residents in 2006.

- 2006 Census recorded 219 dwelling units of which 195 were occupied permanently. The common housing form is single family detached dwellings at 80% of all dwellings. In recent years there have been several new modular homes built to accommodate low to middle income families.
- There is very limited opportunity for new residential units on vacant lands within the Town of St. Brieux. Considerable new residential development has occurred within the adjacent RM, consisting of lakefront lots along Lenore Lake and some acreage development.
- There has been some interest in multi-unit condominium development and may be opportunity to encourage additional alternative housing forms such as low-rise multi-unit, duplexes and single dwelling groups which may be attractive to retiring new or existing residents.
- It will be important that new residential development be planned on the basis of complementary land use considerations and the efficient utilization of existing and necessary upgrading of municipal services.
- The Town encourages private developers to provide for new residential development and will only become involved in residential subdivisions if necessary.

3.2 Objectives

- To ensure that there is sufficient serviced land for housing.
- To pursue annexation from the RM of additional land which is deemed suitable for residential expansion.
- To accommodate new residential development in a phased, orderly manner to ensure optimum efficiency of servicing.
- To provide different forms of residential development within the community as may be required to accommodate anticipated future needs, such as:
 - Single, detached residences including ready to move homes
 - Mobile and modular homes subject to development controls with regard to location and lot and area requirements and applicable *Canadian Standards Association* construction standards
 - Multi-unit development including dwelling groups, townhouses and condominiums
 - Retirement, senior's and assisted living homes
- To accommodate institutional and home based business uses which will not create conflicts within residential areas.

- To encourage the infill and redevelopment of substandard and underdeveloped residential areas.
- The Zoning Bylaw will establish two distinct residential areas within St. Brieux. The existing built-up residential area will allow for a mix of single and multi-unit development, while new subdivisions will be zoned more exclusively for single unit and single dwelling groups.

3.3 Policies

- Future Residential land use will be consistent with the designations shown on the Land Use Concept Map. Development within areas designated as future residential will be contingent upon the availability of the land for development and the provision of municipal services as provided for in a servicing agreement.
- The Town of St. Brieux will consider an active role in developing town owned land for residential purposes and if necessary and practical will acquire additional lands for development purposes.
- Infill residential development will be encouraged to ensure maximum utilization of existing municipal services.
- Provision will be made for areas on which mobile home development will be permitted and designated accordingly in the Zoning Bylaw.
- Modular homes constructed to Canadian Standards Association CSA-A277 will be permitted in accordance with the appropriate residential zone designation and development standards included in the respective zoning district.
- Rezoning, to accommodate subdivision of land for a new development, will only be considered by Council on the basis of an approved concept plan and agreement with regard to:
 - environmentally sensitive and economically sustainable development
 - compatibility with adjacent land uses
 - servicing requirements and costs, including sewer, water, power, natural gas, roads, surface water drainage, lighting, and green spaces.
- Council may permit home-based businesses in residential districts as discretionary uses regulated by the zoning bylaw. To maintain the residential character, home based businesses will be regulated and evaluated based on the general factors and performance criteria as established by the zoning bylaw relating to:
 - vehicular and pedestrian traffic in the neighbourhoods;

- compatibility with neighbouring properties and potential for land use conflict;
 - impact on the residential character of the neighbourhood; and
 - number of employees involved in the business.
- Council may permit bed and breakfast businesses in residential districts as discretionary uses regulated by the zoning bylaw. Bed and breakfast business will be regulated and evaluated based on the general factors and performance criteria as established by the zoning bylaw relating to:
 - the type of dwelling structure;
 - licensing by Provincial agencies;
 - compatibility with neighbouring properties and potential for land use conflict;
 - signs; and
 - off-street parking.
 - Institutional uses will be permitted as a discretionary use in all residential areas subject to criteria as provided in the Zoning Bylaw.
 - Dwelling groups, duplex and multi-unit developments will be accommodated as discretionary uses subject to specific zoning districts and criteria as provided for in the Zoning Bylaw.

4. COMMERCIAL LAND USE

4.1 Issues

- The Town of St. Brieux is interested in increasing commercial services and expanding the commercial tax base of the community.
- Future residential and tourism growth will provide an opportunity for new commercial facilities such as retail, restaurants, convenience and grocery stores, and accommodations.
- New development should fulfill the overall needs of the community, be located in proximity to existing and other future development and be of quality construction and suitably landscaped.

4.2 Objectives

- To identify land suitable for future commercial development.
- To maintain a viable and attractive central commercial area.
- To provide for the orderly development of new commercial uses.

4.3 Policies

- The Zoning Bylaw will establish two distinct commercial land use zones, the town centre commercial area and highway commercial.
- Council will encourage new commercial development to locate in the town centre commercial area as shown on the Land Use Concept Map.
- Council will encourage a streetscape improvement program on private and public lands within the Centre Commercial area to enhance the image of the Town of St. Brieux as a tourist destination.
- Residential uses associated with commercial uses on the same site will be accommodated within the town centre commercial area.
- Intensification and infill of the existing centre commercial area will be encouraged prior to considering expansion into abutting residential areas.
- Expansion of the existing Centre Commercial Area when necessary will be accommodated in a contiguous fashion through the re-zoning process as need dictates.
- It is anticipated that available vacant land will accommodate commercial growth into the foreseeable future. However, the town may consider annexations in cooperation with the RM of Lake Lenore to expand the commercial land base.
- Council will make provision for Highway Commercial development along Highway 368 as indicated in the Land Use Concept Map
- Council will promote aesthetically pleasing highway commercial areas and, in the Zoning Bylaw, require, and establish development standards for the landscaping of lots and screening of storage and service areas from public view.
- Council will, in the Zoning Bylaw, require provision of on-site parking appropriate to the nature of the use.

5. INDUSTRIAL LAND USE

5.1 Issue

- New industrial growth is essential in order to provide local employment opportunities and to increase the current economic base of the community. Council supports orderly industrial development within appropriate areas provided the potential uses do not conflict with other land use in the Town of St. Brieux.

- The bulk of industrial development land is associated with the existing Bourgault Industries Ltd. manufacturing plant located north of Grid 799 and east of Highway 368. There is potential for approximately 80-100 acres of additional development land in this location subject to suitability of land for development. An existing airstrip in this location may prevent intensive development. There are an additional 40 acres of land located west of Highway 368 which may also be suitable for development.
- It is anticipated the available vacant land will accommodate industrial growth into the foreseeable future. However, in the event of a large new industrial development or expansion the town may consider annexation in cooperation with the RM of Lake Lenore.
- There is a small pocket of industrial use at the south edge of the town adjacent to Highway 368. The development is in close proximity to existing residential uses and should be considered for down zoning perhaps to a Commercial zone to discourage expansion of uses which may be offensive to residential uses. A small section of land west of 5th avenue at 3rd Street should be re-zoned for residential use.

5.2 Objectives

- To increase the Town of St. Brieux's economic base and to provide local employment opportunities by encouraging new or the expansion of existing industrial operations.
- To ensure industrial uses are located and developed to avoid unnecessary conflict with residential areas.

5.3 Policies

- Council will designate land suitable for industrial purposes within the Zoning Bylaw.
- Council will encourage all industrial uses to locate in the industrial areas as identified on the Land Use Concept Map.
- Re-zoning for future industrial subdivision and development will be considered based on:
 - land use compatibility with existing development
 - the ability of the town to provide efficient and economical municipal services
 - site suitability , screening, vehicular access, and traffic safety
 - appropriate development standards provided by the zoning bylaw.

- Infilling of vacant industrial land or expansion of developed areas will be encouraged.
- Council will promote the community as an area for new industrial development in cooperation with regional agencies and other municipal authorities.
- A broad range of industrial and service uses will be accommodated in industrial areas. Uses that are potentially hazardous or noxious in nature will be considered as discretionary uses, controlled by development standards and regulations contained in the Zoning Bylaw.
- Development standards will be established in the Zoning Bylaw for land designated for industrial use along the highway or in other visible areas in order to promote aesthetically pleasing development and the general image of the community.
- Council may provide for light industrial uses within commercial areas as a discretionary use subject to criteria provided in the Zoning Bylaw

6. COMMUNITY FACILITIES AND RECREATION

6.1 Issue

- The Town of St. Brieux is interested in ensuring sufficient land is available for recreational uses and community facilities.
- Future recreational needs may change as the population demographics change. There is a growing demand for more passive recreational amenities, such as walking and bicycle paths and seniors recreational facilities.
- Maintaining existing and encouraging new facilities related to medical services, health care and education will be important to insuring St. Brieux's community growth.
- It is important to St. Brieux to maintain the existing elementary school which provides an educational service role as well as a community facility.

6.2 Objectives

- To promote the provision of community educational, medical and health services and facilities.
- To identify suitable land for community facilities, and recreational uses.
- To promote passive recreational facilities such as pathways and parks.
- To ensure the provision of additional recreational land and services as the community grows.

- To take maximum advantage of the town interface with St. Brieux Regional Park for parks and recreational development.

6.3 Policies

- Council will ensure that each new subdivision makes provision for municipal reserve land either through dedication, deferral or payment by cash-in-lieu.
- A cash-in-lieu of public reserve dedication account will be established and funds used for expansion and development of public lands and community facilities.
- Council will continue to support community efforts to enhance and maintain the St. Brieux Regional Park.
- Council supports the development of additional recreational opportunities that will be in the long-term interests of the community.
- Council will work with regional health and educational boards to promote St. Brieux for delivery and development of enhanced services.
- Strategies will be developed for community beautification of public spaces and private lands in highly visible locations.

7. TRANSPORTATION

7.1 Issue

- The Town of St. Brieux is dedicated to promoting not only an efficient, but a safe, vibrant and pedestrian friendly community that contains streets, sidewalks, and pathways that accommodate the needs of the citizens.
- As new areas develop there will be need for additional roadways to provide ease of access to Highway 368 without increasing demands on existing residential streets.

7.2 Objectives

- To maintain and improve an adequate system of internal streets to serve the developed and future areas of the Town of St. Brieux.
- To ensure new development does not create traffic conflicts within existing residential areas.

- To promote fitness oriented forms of transportation such as bicycle and walking.
- Discourage the reckless use of recreational vehicles in conjunction with the local authorities.

7.3 Policies

- Council will develop and maintain a Transportation Plan to accommodate the needs of the vehicular and pedestrian traffic in accordance with the policies of this section.
- Council will ensure new streets will be constructed appropriately to meet the needs of the community.
- Council may designate approved routes for use by recreational vehicles, heavy trucks and equipment.
- Council will ensure that the function of the street system is maintained and enhanced with appropriate directional and traffic safety signage.
- Council will work with Saskatchewan Highways to ensure safe vehicular access and pedestrian crossings at provincial highways.
- Council will encourage pathways and bicycle routes in new residential developments linked to other residential and public park areas within and outside the town boundaries.
- Council will consider handicap accessibility in new infrastructure installation and upgrades.

8. URBAN EXPANSION AND RURAL/URBAN FRINGE

8.1 Issues

- The present land base of the town will not accommodate projected residential population expansion for the short term. (10-15 years)
- Market demand has resulted in most new development occurring along the lakeshore south of the town and on the west shore in the RM of Lake Lenore. There has been discussion with the new Lakeshore area to consider annexation into St. Brieux.
- St. Brieux needs to expand the town boundaries to accommodate growth if it can be shown to be of mutual benefit to the residents and the town.

- To protect the ability of the town to expand and grow, St. Brieux will discuss expansion plans with the RM. Undeveloped lands would be designated as Urban Holding areas until required for development. Land uses within these areas would likely be agricultural in nature to allow future revision to urban uses.

8.2 Objectives

- To ensure a source of land that is suitable for future urban expansion.
- To allow for future planning of urban land uses and municipal infrastructure.
- To provide flexibility by having areas available for different types of development.
- To control development in order to minimize land use conflicts.
- To restrict intensive development in future urban expansion areas until a concept plan is developed and provision for infrastructure is confirmed.
- To allow productive use of land until it is required for urban development.

8.3 Policies

- Council will retain peripheral areas in the community, where future use is uncertain, for future urban development which will be identified as Urban Holding as shown on the Land Use Concept Map.
- Council will pursue a Memorandum of Understanding with the Rural Municipality to ensure lands are available as required for urban expansion. The Future Urban Expansion Map attached as Schedule B illustrates the priority areas for expansion.
- Council will zone areas identified for urban expansion as UH-Urban Holding and consider rezoning for development purposes based on policies of this Official Community Plan.
- Council will ensure that the Zoning Bylaw will provide for suitable temporary uses that will not conflict with future development.
- Council will allow the existing agricultural use of peripheral lands to be preserved as much as possible, provided such use is compatible with urban development.
- Council will not permit agricultural operations such as intensive livestock operations, which create undue odour, noise or pose an environmental hazard.

- Requests for rezoning to accommodate subdivision of land will be considered on the basis of:
 - Official Community Plan land use policies
 - Application to provincial authority
 - Land use compatibility in accordance with the Land Use Concept Map
 - The provision of municipal services and a servicing agreement with the Town of St. Brieux.

9. MUNICIPAL SERVICES

9.1 Issues

- Ensuring that the municipal service capabilities are adequate to meet the needs of the community and future expansion.
- **Water**
 - Genivar Engineering Consultants completed a waterworks assessment study in December 2010, which is the basis for these summary observations.
 - St Brieux operates the Town water supply and distribution system. Raw water source is from 2 groundwater wells located within the town. A new reservoir was constructed in 2008. Based on a current and projected population for the next 10-15 years there will be no need to increase water reservoir storage.
- **Sanitary Sewer**
 - The existing sanitary sewer system consists of primarily gravity main collection system transporting sewage to a lagoon located approximately ½ kilometre north west of the town.
 - The lagoon has adequate capacity for the existing population however will require upgrading to accommodate a projected population of 750 by 2025. Cochrane Engineering completed a study and provided recommendations in November 2006.
 - An extension of the gravity system could serve approximately 25 Acres of land in the north west sector within the RM of Lake Lenore #399.
 -
 - The new residential areas south of town (Parkside, Lakeside, and Lakeview) provide individual force main pumping systems to the town's gravity system. Future residential areas proposed south of existing development areas (shown as Stage 2 in Future Land use Concept Map) may require a sewage lift and pumping station to existing gravity sewer mains.
- **Storm Water Drainage**
 - Existing storm water drainage is provided by surface drainage ditches and generally flows westward to Lenore Lake.

- Future development areas to the south will likely also depend on surface drainage to reduce development costs and can be drained to Lenore Lake or Bergot Lake
- The Town provides Solid Waste collection on a weekly basis and operates a recycling and solid waste transfer station in co-operation with the REACT (Regional Solid Waste and Recycling Association).

9.2 Objectives

- To develop and maintain efficient, safe, and sustainable municipal services for the community.
- To protect the existing town water supply.
- To minimize costs to the existing community as a consequence of new development.

9.3 Policies

- Council will require, where practical, all new development or redevelopment to be provided with full municipal services including water, sewage, power, natural gas, telephone, and street lighting.
- Significant new subdivision developments will be required to develop an appropriate surface and storm-water management plan.
- Council will endeavor to improve and maintain available capacity of service infrastructure to accommodate development and expansion.
- Council will require every new subdivision developer to sign a servicing agreement requiring the developer to be responsible for the installation of all on-site services and to pay to the Town of St. Brieux a proportionate share of the cost of off-site services.
- Council may enact a bylaw requiring new developments or increased intensity of development to pay development levies to address proportionate costs of off-site services and infrastructure.
- Council will support public awareness and promote new methods to promote water conservation, energy conservation, waste reduction and recycling efforts in the community.
- Council may require that any development with the potential to negatively impact the town's groundwater source, shall first provide an impact assessment prepared by an appropriate professional, and Council may deny any development which in its opinion may threaten the water supply.

- To work with the RM of Lake Lenore to ensure development policies are enacted to protect the town's groundwater source.

10. IMPLEMENTATION

10.1 Zoning Bylaw

- The Official Community Plan policies will be implemented by the Town of St. Brieux Zoning Bylaw. Adoption of the Zoning Bylaw and any amendments must conform to the Official Community Plan, pursuant to Section 34(2) of *The Planning and Development Act, 2007*. and will:
 - a) control the use of land within the Town;
 - b) divide the Town into zoning districts which prescribe the types of development permitted in the district; and
 - c) for each zoning district, prescribe regulations designed to control the use of land.
- The Zoning Districts will consist of the following:
 - a) UH - Urban Holding District - to reserve those lands in transition or on the periphery of the Town that due to their relationship to existing land uses, to the main road systems and to the general established utility systems, may be required for urban development.
 - b) R1 - Residential District - to provide for a range of residential and related uses within the existing residential area of the community.
 - c) R2 - Residential District - to provide for areas restricted to single dwelling uses.
 - d) LR - Lakeshore Residential - to provide for and regulate areas that abut directly on to Lenore Lake or public areas separating the lakeshore from the residential area.
 - d) C1 - Commercial District - to regulate and encourage development of retail and office establishments in the town centre commercial area.
 - e) C2 - Highway Commercial District - to accommodate the orderly development of facilities requiring medium to large lots and in close proximity to provincial Highway 368.

- f) M – Industrial District – to accommodate industrial activities that could result in excessive noise, dust, pollution or traffic that may be disruptive to non-industrial land uses.
- g) PR - Park and Recreational District - to accommodate recreational and open space related development.

10.2 Contract Zoning

For purposes of accommodating a rezoning for unique development situations, Council may consider entering into rezoning agreements, pursuant to contract zoning provisions of the Act, for site specific development based on the following guidelines:

- the rezoning to permit the development will not unduly conflict with adjacent land uses that are legally permitted uses within the proposed or adjacent zoning district.
- the rezoning will be used to allow a specific use or range of uses contained within the zoning district to which the land is being rezoned.
- the development or redevelopment of the site for the specific use will be of benefit to the immediate area and the town as a whole.
- the request for a rezoning must be accompanied by a description of the proposal, plans indicating specific uses, building locations, landscaping, lighting, off-street parking, and any other aspects of development that may affect the site and adjacent uses.

10.3 Minor Variances to the Zoning Bylaw

Council will allow for minor variances to the Zoning Bylaw as a means of providing flexibility in the administration of the bylaw and as a way of providing timely development decisions. The Zoning Bylaw will identify how the site standards may be varied. The Bylaw will also establish a procedure for processing and recording of minor variance applications.

10.2 Amendment of the Zoning Bylaw

When considering applications to amend zoning regulations or standards, or requests for the rezoning of land, Council shall consider such proposals within the context of:

- the nature of the proposal and its conformance with all relevant provisions of this Official Community Plan, as may be amended from time to time;
- the need to foster a rational pattern of relationships among all forms of land use and to protect all forms of land use from harmful encroachments by incompatible uses;
- the need for the form of land use proposed and the supply of land currently available in the general area capable of meeting that need;
- the capability of the existing road system to service the proposed use;

- the capability of existing community infrastructure to service the proposal, including water and sewer services, parks, schools and other utilities and community services.

10.3 Subdivision of Land

- Council will consider the policies contained herein in providing comments to the Director of Community Planning regarding applications for the subdivision of land.
- Council may require that an applicant for subdivision of land enter a Servicing Agreement containing the following requirements:
 - the required services and standard of construction to be installed by the applicant.
 - when municipal reserve land is dedicated provide the standard of improvements to be constructed by the applicant appropriate to the intended public use.
 - provide for pro-rata payments or off-site levies for the capital cost of services which may include new and expansion or upgrading of existing utilities or facilities located within or outside the subdivision and which directly or indirectly serve the subdivision.
- Council may accept payment in lieu of dedication of land required for public purposes in the following circumstances:
 - all industrial and commercial subdivisions
 - residential subdivisions in close proximity to existing public park areas and recreational facilities

10.4 Servicing Agreement

Where Council requires a Servicing Agreement, the Agreement becomes a condition of approval of a subdivision by the approving authority. The Agreement will ensure that municipal standards are met for capital works and ensure that such infrastructure development costs are borne by the developer and his/her customers. A Servicing Agreement will be required unless there are no services or offsite levies required for a subdivision. Council may consider a general municipal share in the cost of offsite infrastructure where the improvement is designed to serve more than the subject subdivision.

- Where a subdivision of land requires the installation or improvement of municipal services such as water lines, sewer lines, streets or sidewalks within the subdivision, the developer will be required to enter into a Servicing Agreement with the Town to cover the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of off-site services. Council will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance bonds or letters of credit.

- Council will undertake studies necessary to define the benefiting areas and the unit costs associated with required capital upgrading of offsite services. The studies will be used to determine a fair level of offsite servicing charges.

10.5 Development Levy Bylaw

Council may provide for a Development Levy Bylaw. Where a development is proposed that is of a greater density and requires the capital upgrading of services beyond those originally provided for in the subdivision of the land, Council may by bylaw provide for the recovery of those capital costs.

- Council may adopt a bylaw that specifies the circumstances when offsite levies will apply to development based on the additional capital costs for services created by that development. The bylaw will contain a schedule of the unit costs to be applied.
- Before adopting the bylaw, Council will undertake studies necessary to define the benefiting areas and the unit costs associated with required capital upgrading of off-site services. The studies will be used to determine a fair level of development levy charges in relation to the subdivision offsite charges.

10.6 Building Bylaw

In accordance with *The Uniform Building and Accessibility Standards Act*, the Town will ensure that building construction is regulated so that new construction meets minimum standards and is physically acceptable to the community. The Building Bylaw will control the minimum standard of construction through the issuance of building permits.

10.7 Annexation, Land Purchase or Lease

Where appropriate, Council may pursue annexation, purchase or lease land or make use of public investment to achieve the objectives of the Official Community Plan. The "Future Urban Expansion Map" attached as Schedule "B" illustrates the priority areas for annexation.

10.8 Inter-municipal and Inter-jurisdictional Cooperation

Council is involved in a number of inter-municipal initiatives that focus on a cooperative approach to providing cost efficient and effective services (fire protection, recreation, health care, emergency services, and economic development). The Town will continue to work in partnership with other jurisdictions, First Nation and Métis communities and other agencies as a means of providing and sharing services effectively and efficiently.

10.9 Capital Works Program

In accordance with *The Municipalities Act*, Council will prepare a capital works plan that will be co-ordinated with policies of the Official Community Plan to ensure the effective and efficient control of development and public spending.

10.10 Monitoring

The Official Community Plan will be reviewed periodically to ensure that the policies are current and may be amended by Council where appropriate.

11. LAND USE CONCEPT

The Land Use Concept Map, attached as Schedule A forms part of this Official Community Plan and reflects existing land use as well as identifying future land use.