



**MEETING OF THE
TOWN OF SUNDRE
MUNICIPAL COUNCIL**

**Tuesday,
February 19, 2019
6:00 p.m.**

PUBLIC HEARING 2019-01 Pgs. 1 - 46

**BYLAW NO. 2018-19
Area Structure Plan 2018-ASP-001**

PUBLIC HEARING AGENDA

FEBRUARY 19, 2019

6:00 p.m.

Sundre Municipal Council Chambers

1. Call to Order
2. Purpose of Bylaw 2018-19
3. Confirmation of Notices
4. Development Authority's Report
5. Public Communication (letters/emails)
6. Those in Favour of the Bylaw
7. Those Opposed to the Bylaw
8. Any other person(s) deemed to be affected by the Bylaw
9. Closing statement from the Development Authority
10. Adjournment of the Public Hearing

TOWN OF SUNDRE NOTICE OF DEVELOPMENT PERMITS

The Town of Sundre, has conditionally approved the following development permit.

Application: 2019-D04
 Mailing Address: 214 Centre Street North
 Legal Description: Lot 3, Block 2, Plan 9712214
 Development: Accessory Suite (General Residential District, R-2)
 The file as noted above can be viewed at the Town Office during regular business hours.
 The permit will be issued at the end of the appeal period, provided no appeals are filed prior to the appeal deadline and all prior to release conditions have been met.
 Any person wishing to appeal this decision must submit their appeal no later than 00 pm on February 25, 2019. Appeals must be in writing, accompanied by the \$200 fee and submitted to the Clerk, Subdivision and Development Appeal Board, Town of Sundre, PO Box 420, 717 Main Avenue W., Sundre AB T0M 1X0
 Date of Publication: February 12, 2019

SUNDRE RESIDENTS AND BUSINESS OWNERS

With the recent frigid cold weather, the Operations department would like to remind residents and businesses to ensure water and sewer services to your homes/buildings are insulated and heated. Mobile home owners need to ensure that service piping under a home is insulated from the cold and it is recommended that a heat tape system be installed for more protection to the water system.

Residents going on vacation should have arrangements for someone to run water and check that heat is functional. It is also recommended that the caretaker can be contacted if a gas or water emergency occurs while you are away, so access to the resident can be restarted services can take place. Operations can be contacted during business hours at 403 638 4707 or after hours at 403 638 7350.
 Operations

PUBLIC HEARING 2019-03 BYLAW NO. 2019-04

To Amend Land Use Bylaw 2018-10
 Redesignation of Public Service District (PS)
 to Central Commercial District (C-1)

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-04 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2019-04 proposes to redesignate a portion of Lot 10ER, Block 1, Plan 871 1392 from Public Service District (PS) to Central Commercial District (C-1) to accommodate an existing parking lot.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 9:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

The Public Hearing will be held at the Town of Sundre Council Chambers, on Tuesday, February 19, 2019, commencing at 6:00 pm with procedures in accordance with the Town of Sundre Council Procedural Bylaw 2019-01.

Any person who claims to be affected by the Bylaw may present suggestions or concerns by making a submission to the Public Hearing. Written submissions to the Public Hearing or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, February 13, 2019 as outlined in Bylaw No. 2019-01. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

DATED this 5th day of February 2019.

Mike Marko,
 Director, Planning and Ec. Development

PUBLIC HEARING 2019-01 BY-LAW NO. 2018-19 AREA STRUCTURE PLAN 2018-ASP-001

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, on Bylaw 2018-19 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2018-19 is to implement the Southwest Industrial Area Structure Plan (SWIASP) for the Town's southwest industrial area in the SW 33-32-5-5. The SWIASP was prepared by Diffin Consulting on behalf of Rolling Mix who owns ±63.24 ha of vacant land and a ±1.5 ha privately owned parcel used as a residential recreational property. The SWIASP provides a policy framework for future redesignation, subdivision and development as an industrial park.

The SWIASP will provide opportunity for Interim unserviced Industrial development until municipal water and sewer becomes available for required connection. **No gravel extraction will be permitted on these lands.**

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

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DATED this 5th day of February 2019.

Mike Marko,
 Director, Planning and Ec. Development

PUBLIC HEARING 2019-02 BYLAW NO. 2019-03 BOUNDARY CHANGE OF ENVIRONMENTAL RESERVE

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2019-03 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Pursuant to section 676(1)(d) of the *Municipal Government Act*, *Revised Statutes of Alberta 2000 Chapter M-26*, a Council may, by bylaw, change the boundaries of an environmental reserve to rectify an encroachment problem. Bylaw 2019-03 proposes to change the boundaries of an Environmental Reserve parcel described as Lot 10ER Block 1 Plan 871 1392 due to a parking lot encroachment.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

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DATED this 5th day of February 2019.

Mike Marko,
 Director, Planning and Ec. Development



TOWN OF SUNDRE

Visit. Live. Explore.

403-638-3551

717 Main Avenue West

E-mail: townmail@sundre.com

Web site: www.sundre.com

FINANCE AND GRANTS COORDINATOR

Nestled in the foothills of the Rocky Mountains, Sundre has a compelling history and a promising future. We take pride in being a sustainable community with a population of 2,700+ residents that swells to over 10,000 in the summer. Experience a love for nature, safe neighbourhoods, and a place where you can make a difference.

The Opportunity:

Reporting to the Director of Corporate Services, the Finance and Grants Coordinator is a self-starter who is responsible for general accounting, cash management, assisting with budget creation and assisting with the year-end. In addition to financial duties you are responsible to secure and ensure optimal utilization of all grant funding available to the Town of Sundre, prepare and submit grant applications, manage and report grants received and provide information to interested parties.

The Ideal Candidate:

You will leverage strong accounting and research skills, and build relationships with internal and external stakeholder groups.

Preferred Qualifications

Education and Experience:

Holds a degree, diploma or certification in accounting

4+ years of financial experience

Experience writing proposals and finding grant opportunities considered an asset.

Skills and Abilities:

Sound knowledge of Financial reporting and processes, budgeting, internal controls and procedures.

Grant writing; knowledge of federal, provincial, and municipal grant programs

Strong research skills

Demonstrated strong interpersonal, verbal and written communication skills

Impeccable attention to detail and accuracy

High degree of personal initiative, integrity, professionalism and political sensitivity

This is a part-time 0.8 FTE, permanent position that offers a competitive salary and benefits. The current work-week is based on 28 hours, 8:00 am - 4:00 pm; working 4 days between Monday and Friday. Wage commensurate with experience and qualifications. The Town of Sundre offers a comprehensive benefits package and participation in the LAPP pension plan. Please view a complete job description found under our careers tab at HYPERLINK "<http://www.sundre.com>" www.sundre.com.

If this opportunity is of interest to you, please submit your resumé and a covering letter by 12:00 p.m. on Friday, February 8, 2019. Resumes and cover letters submitted by email should be in .pdf or .doc format.

Human Resources

PO Box 420

Sundre, AB T0M 1X0

Fax: (403) 638-2100

Email: HYPERLINKmailto:hr@sundre.com hr@sundre.com

While we appreciate your interest, only those candidates selected for an interview will be contacted. Personal information will be used to determine eligibility for potential employment and is pursuant to the Municipal Freedom of Information and Protection of Privacy act. This posting will remain open until a suitable candidate is found. www.sundre.com

PUBLIC HEARING 2019-03 BYLAW NO. 2019-04

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Redesignation of Public Service District (PS)
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DATED this 5th day of February 2019.

Mike Marko,

Director, Planning and Ec. Development

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Mike Marko

Director, Planning and Ec. Development

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DATED this 5th day of February 2019.

Mike Marko,

Director, Planning and Ec. Development



Town of Sundre
PO Box 420, 717 Main Avenue W.
Sundre, Alberta, T0M 1X0
Phone: (403) 638-3551 Fax: (403) 638-2100
Email: townmail@sundre.com

ADJACENT LANDOWNER NOTIFICATION
PUBLIC HEARING 2019-01
BY-LAW NO. 2018-19
Area Structure Plan 2018-ASP-001

January 30, 2019

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A 2000, Chapter M-26, as amended, on Bylaw 2018-19 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

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Mike Marko

Director, Planning and Ec. Development
Attachment: Key Plan



PROPOSED AREA STRUCTURE PLAN
CIRCULATION NOTICE

FROM: TOWN OF SUNDRE
PO BOX 420, 717 MAIN AVE. W.
SUNDRE, AB T0M 1X0
PHONE: (403) 6638-3551 FAX: (403) 638-2100
EMAIL: townmail@sundre.com

FILE: 2018-ASP-001

DATE: December 19, 2018

LEGAL DESCRIPTION: SW ¼, Sec. 33, Twp. 32, Rge. 5, W5M

PROPOSAL: SOUTHWEST INDUSTRIAL AREA STRUCTURE PLAN (see attached PDF)

Dear Sir/Madam:

In accordance with the *Municipal Government Act* S.636, we are providing notification of the attached document for your information and review (see attached PDF of Proposed Southwest Industrial Area Structure Plan). You may also view the proposed document on line at: www.sundre.com under: Your Government; Planning and Development; Policy Documents; 2018-ASP-001 Southwest Industrial Area Structure Plan.

Please Reply to: townmail@sundre.com

by January 18, 2019.
(30 day response timeline)

- TO: ✓ ALBERTA CULTURE AND COMMUNITY SPIRIT: Historical.lup@gov.ab.ca
✓ ALBERTA ENERGY REGULATOR: setbackreferrals@aer.ca (within 1.5 km of sour gas facility or lesser distance approved by AER)
✓ ALBERTA ENVIRONMENT (AEP) – RED DEER: pervez.sunderani@gov.ab.ca or julian.huang@gov.ab.ca (proximity to wastewater treatment (Sec 12), landfill (Sec. 13) or affects a wetland)
✓ ALBERTA HEALTH SERVICES: Public Health Inspector: CentralZone.EnvironmentalHealth@ahs.ca
✓ ALBERTA PARKS: carlin.soehn@gov.ab.ca
✓ ALBERTA TRANSPORTATION (RED DEER DISTRICT): transdevelopmentreddeer@gov.ab.ca (if within 1.6 km of Highway 22 or 27)
✓ ALTALINK MANAGEMENT LTD.: 3rdpartyrequests@altalink.ca
✓ ATCO PIPELINES, EDMONTON: Isabel.solis@atcopipelines.com
✓ CANADA POST CORPORATION: malcolm.nevers@canadapost.ca
✓ FORTIS ALBERTA: landserv@fortisalberta.com
✓ MOUNTAIN VIEW COUNTY: lgaudette@mvcountry.com
✓ SCHOOL BOARD – CHINOOK'S EDGE SCHOOL DIV. 73: division.office@cesd73.ca
✓ SCHOOL BOARD – RED DEER CATHOLIC REGIONAL SCHOOLS, CENTRAL OFFICE: Montfort Centre, 5210 – 61 Street, Red Deer AB T4N 6N8
✓ TELUS: circulations@telus.com
✓ TRANSCANADA PIPELINES: transcanada@bagg.ca
✓ SHAW CABLESYSTEMS: chase.marshall@sjrb.ca

✓ TOWN OF SUNDRE: CAO – Linda Nelson
✓ TOWN OF SUNDRE: COMMUNITY SERVICES – Susan Nelson
✓ TOWN OF SUNDRE: DEVELOPMENT – Betty Ann Fountain / Michelle Smith
✓ TOWN OF SUNDRE: ECONOMIC DEVELOPMENT – Jon Allan
✓ TOWN OF SUNDRE: ENGINEERING – CIMA+ dindo.pangilinan@cima.ca and arlen.babcock@cima.ca
✓ TOWN OF SUNDRE: FIRE DEPARTMENT – Chief Murray Butts
✓ TOWN OF SUNDRE: GIS SERVICES mkristic@orrs.com
✓ TOWN OF SUNDRE: OPERATIONS – Jim Hall
✓ TOWN OF SUNDRE: OPERATIONS (Water) – Shane Vollett
✓ TOWN OF SUNDRE: SUPERIOR SAFETY CODES msyer@superiorsafetycodes.com

✓ ADJACENT LANDOWNERS
✓ LANDOWNER(S)
✓ APPLICANT/AGENT

Attachments:



Visit. Live. Explore.

717 Main Avenue West | P.O. Box 420 | Sundre, Alberta, Canada T0M 1X0 | T. 403.638.3551 | F. 403.638.2100 | E. townmail@sundre.com

NOTICE TO ADJACENT LANDOWNERS

December 19, 2018

**RE: PROPOSED AREA STRUCTURE PLAN 2018-ASP-001
SW ¼, Sec. 33, Twp. 32, Rge. 5, W5M**

The Town of Sundre has received an application for the preparation of an Area Structure Plan for the above noted property. An Area Structure Plan is a Council policy document that provides a framework for future land use redesignation, subdivision and development of the lands. As an Adjacent Landowner to the property, we are required under the *Municipal Government Act, Revised Statutes, R.S.A. 2000, Chapter M-26* to notify you in regard to this application and provide you with a means to make comment.

You may view the proposed document on line at: www.sundre.com under: Your Government; Planning and Development; Policy Documents; 2018-ASP-001 **Southwest Industrial Area Structure Plan** or visit us at the Town of Sundre Municipal Office at 717 Main Avenue W.

Please provide any written comments you may have by **January 17, 2019** to:

Town of Sundre
PO Box 420
717 Main Avenue W.
Sundre, AB T0M 1X0
Attn: Planning & Development

Or, via email to: townmail@sundre.com

Yours Truly,

Betty Ann Fountain
Development Officer

/file

cc: M. Marko

Attachments:

BYLAW 2018-19

**BEING A BYLAW TO ADOPT THE
SOUTHWEST INDUSTRIAL AREA STRUCTURE PLAN**

WHEREAS the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta, 2000, and amendments thereto, provides authority to the Council of a Municipality to adopt an Area Structure Plan for providing a framework for subsequent subdivision and development of an area of land.

NOW THEREFORE the Council of the Town of Sundre in the Province of Alberta, enacts as follows:

THAT the Town of Sundre Southwest Industrial Area Structure Plan, appended hereto as Schedule "A" to Bylaw 2018-19, is hereby approved.

Read for a first time on this ___ day of December 2018; Motion _____

Public Hearing held on this ___ day of February 2019;

Read for the second time on this ___ day of February 2019; Motion _____

Read for the third time on this ___ day of February 2019; Motion _____

Mayor Terry Leslie

Chief Administrative Officer

initial



TOWN OF SUNDRE

Southwest Industrial Area Strucutre Plan

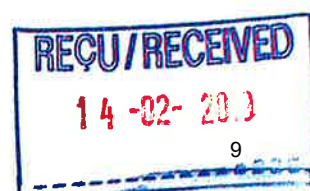


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1.0 Introduction

Dillon Consulting Limited (Dillon), acting on behalf of Rolling Mix Concrete LLP (Rolling Mix), has prepared this Area Structure Plan (ASP) for the southwest quarter of Section 33, Township 32, Range 5 west of the 5th Meridian (the Plan Area), to meet the requirements of the Town of Sundre (hereinafter referred to as the Town). The project location is located in the southwest corner of the Town.

The lands within the ASP is identified for future industrial land in the Town's Municipal Development Plan (MDP), September 2013. The ASP area (**Figure 1**) is approximately 64.7 ha (160 acres) with the majority of the lands owned by corporations belonging to Rolling Mix owners. There is one original farmstead parcel subdivided out. The following **Table 1** illustrates the ownership of the Site.

In addition, there is a pipeline right-of-way crossing diagonally across the Site.

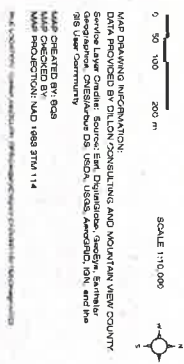
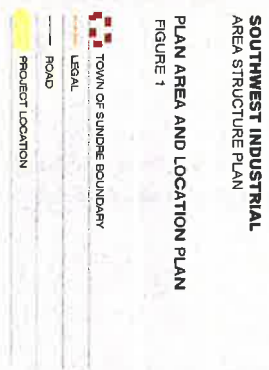
Table 1: Land Ownership Table

Owner	Legal Description	Area
Rhiannon Jayne MacDonnell, Jesse Allin MacDonnell Thomas Ian MacDonnell	Meridian 5, Range 5, Township 32, Section 33	1.509 ha (3.73 ac)
Lacapama Holding LTD 347089 Alberta LTD 347092 Alberta LTD	Meridian 5, Range 5, Township 32, Section 33	63.24 ha (156.27 ac)

The ASP provides an overview of the goals and objectives, including development and land use plans for the Site, phasing and development policies. This ASP, to be known as the Southwest Industrial Area Structure Plan (SWI ASP), as a statutory document to guide future development.

1.1 Overview

The SWI ASP area will provide land for future industrial development, supporting local economic growth and employment in addition to diversifying the Town's tax base. Land use in the Plan Area will consist of light industrial uses, municipal reserve land, and public utility land and roads. The concept is to develop this park as a fully serviced general industrial park using urban standards. However due to gaps in the infrastructure, the first phase may be developed as an unserviced large lot, low-water user industrial park with urban standard roads. No unserviced development will be permitted beyond the first phase and all first phase development must commit to tie-ing into piped services when available. No development will proceed beyond Phase 1 until full piped services are installed.



This ASP is a statutory plan, adhering to the requirements of Section 633 of the *Municipal Government Act*. The SWI ASP describes the land uses, location of transportation network, utilities, open space, and sequence of development for the area.

The Plan Area was annexed by the Town of Sundre from Mountain View County. The purpose of the annexation was to provide the Town with land for future growth for 20 years¹.

The Plan Area is comprised of undeveloped land that was used for agricultural purposes, primarily ranching and cattle grazing, for decades. There is a treed ridge area that cuts diagonally across the middle of the quarter section. There is an existing farmstead located in the northwest corner of the quarter (the northerly 280 feet of the westerly 580 feet of the southwest quarter).

1.2 Legislative and Policy Context

Contents and implementation of this ASP are governed by provincial and municipal legislation, regulations and policies. The SWI ASP is a statutory document prepared in accordance with Section 633 of the *Municipal Government Act*.

Development in the Plan Area must also comply with the policies outlined in the Sundre MDP, and the regulations of the Town of Sundre Land Use Bylaw 2018-10.

1.3 Alberta Municipal Government Act

This ASP has been developed in accordance with Section 633 of the *Municipal Government Act*. Section 633 states that:

- (1) *For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan.*
- (2) *An area structure plan must describe*
 - (i) *The sequence of development proposed for the area;*
 - (ii) *The land use proposed for the area, either generally or with respect to specific parts of the plan;*
 - (iii) *The density of population proposed for the area, either generally or with respect to specific parts of the area;*
 - (iv) *The general location of major transportation routes and public utilities; and*
 - (v) *May contain any other matters the council considers necessary.*

¹ Alberta Municipal Affairs, Board Order No. MGB 055/10. Retrieved from:
<http://www.municipalaffairs.alberta.ca/documents/mgb/M055-10.pdf>

1.4 Town of Sundre Municipal Development Plan

The policies of the SWI ASP are consistent with the policies of the Town's MDP, adopted in 2013. The Future Land Use Map in the MDP identifies the Plan Area as an area for future business industrial growth. **Figure 2** illustrates the designation of industrial land use on the ASP lands in the MDP.

There are many policies and objectives in the Town's MDP which relate to development of the land within the SWI ASP and are found in the MDP as follows:

6.2 Growth Management

Goals:

- *To use land and infrastructure efficiently while encouraging a mix of land uses and providing for social, recreation and appropriate economic activities in both new and established areas.*
- *To manage growth and development in an environmentally, socially, fiscally responsible and sustainable manner that benefits existing and future residents of the community.*

Objectives:

- *Support sustainable development ... and unique land use planning ... and an economically diverse town.*

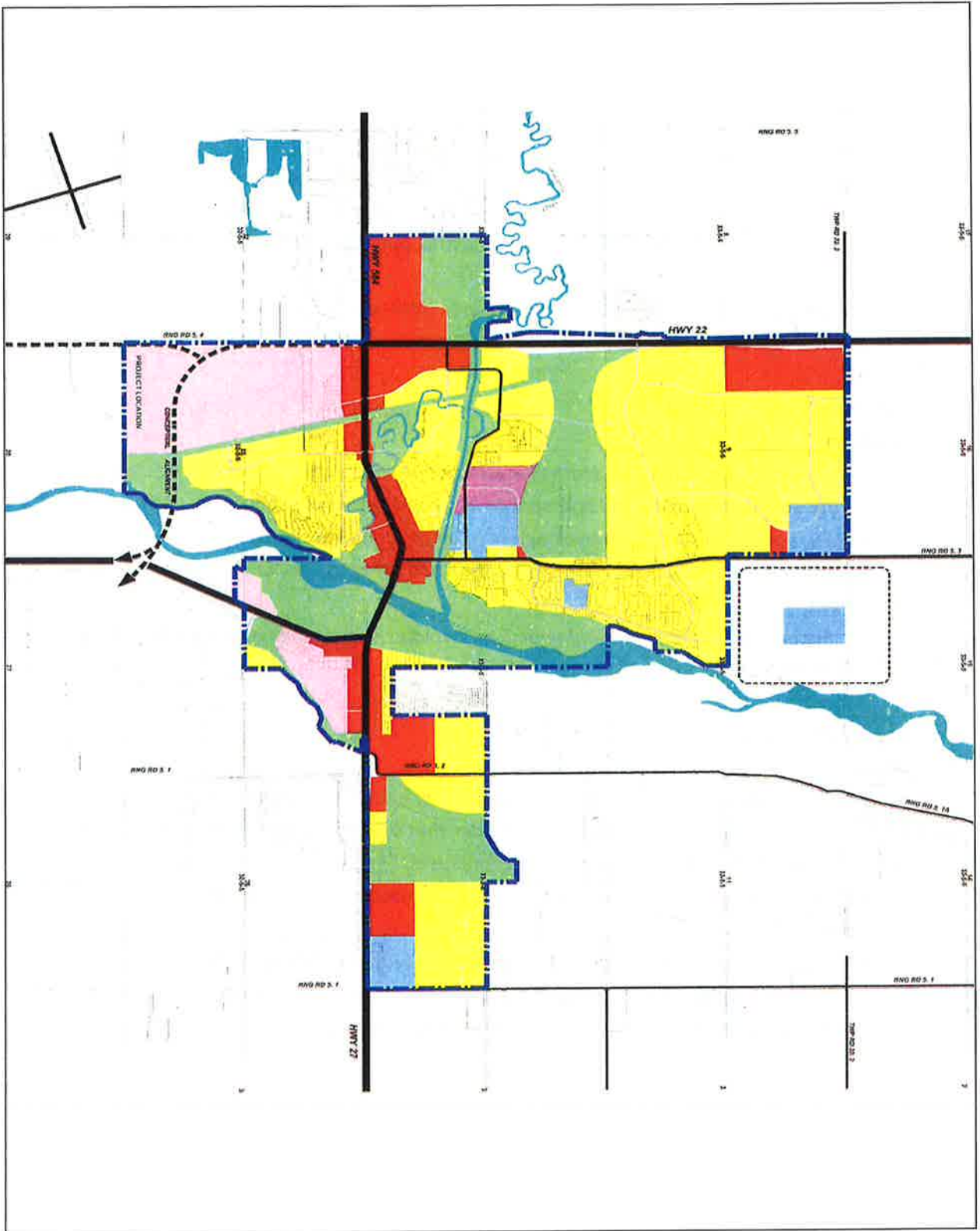
6.5 Industrial Development

Goals:

- *To encourage the retention and expansion of existing industrial development and the establishment of new industrial activities that are architecturally controlled and are compatible with existing and future land uses.*
- *To provide a balanced assessment and employment base by identifying new industrial areas.*

Objectives:

- *Encourage existing industries to maintain and expand their operations.*
- *Attract new industrial development to appropriate locations within the community.*
- *Avoid conflict between industrial uses and other land uses.*



- COMMERCIAL / MIXED USE
- DOWNTOWN COMMERCIAL
- INDUSTRIAL
- RESIDENTIAL
- PUBLIC / INSTITUTIONAL
- PARKS AND OPEN SPACE
- SPECIAL STUDY AREA
- NO DEVELOPMENT AREA
(300 meter setback)

TOWN OF SUNDRE
MUNICIPAL DEVELOPMENT PLAN
FIGURE 2
TOWN OF SUNDRE LAND USE CONCEPT

Town of Sundre Municipal Development Plan,
September 16, 2013



Specific Town of Sundre policies guiding industrial developments in the MDP are as follows:

Policies:

- 6.5.1** *The Town shall direct light and medium industrial development to the areas identified on Map 3.*
- 6.5.2** *New industrial development proposals and the expansion of existing industrial developments shall be required to address the environmental impacts in regards to drainage, sewage, effluent or airborne emissions, noise pollution, or other relevant environmental concerns.*
- 6.5.3** *The Town's Land Use Bylaw shall contain development standards for industrial sites including building placement and design, landscaping and screening of storage and parking areas, signage and intensity of development, while recognizing the industrial nature of these areas.*
- 6.5.4** *Through provisions in the Area Structure Plans, Outline Plans, plans of subdivision, and the Land Use Bylaw, the Town shall ensure that adequate separation distances of at least 50.0 metres and transition between industrial and non-industrial uses are maintained in locating any industry that may create land use conflicts with regard to noise, dust, vibration, smoke and odour or safety issues. This may include, but is not limited to, the provision of landscaping, screening, fences and/or berms.*
- 6.5.5** *When industries that involve the use and storage of hazardous material are considered for possible land use approval, they should not be permitted in proximity to residential, recreational, and institutional land uses.*

1.5 Town of Sundre Land Use Bylaw

Development in the Plan Area shall comply with the Town of Sundre Land Use Bylaw 2018-10. The Town Council adopted a new Land Use Bylaw on September 10, 2018 which included four industrial land use districts. The Plan Area is currently designated as Urban Reserve (UR). This is a "holding" zone applied to lands that are annexed into a municipality and have not had long-range planning completed for them. This ASP identifies the Plan Area as lands for future industrial use along with a park space to link the town residents to the river and future park space.

The current Land Use Bylaw includes four industrial districts. It is proposed that these lands be designated General Industrial (I4) District; however, it is also proposed that there be an administrative amendment to the I4 District to create a site-specific exemption that will remove high water users from the permitted use list for the study area until such time as full piped services are available.

The uses to be approved prior to the installation of piped water and sanitary sewer will be more restrictive and will require the proposed uses to be low-water users. These types of uses could include: warehousing, outside storage, mini or self-storage, bulk fuel, gas bars, equipment and vehicle sales or rentals, recycling depots and other such uses. High-water users that would not be appropriate until such time as piped water and sanitary sewer services exist would include: brew pubs, micro-breweries or

distilleries, cheese making operations, eating and drinking establishments and greenhouses and plant nurseries.

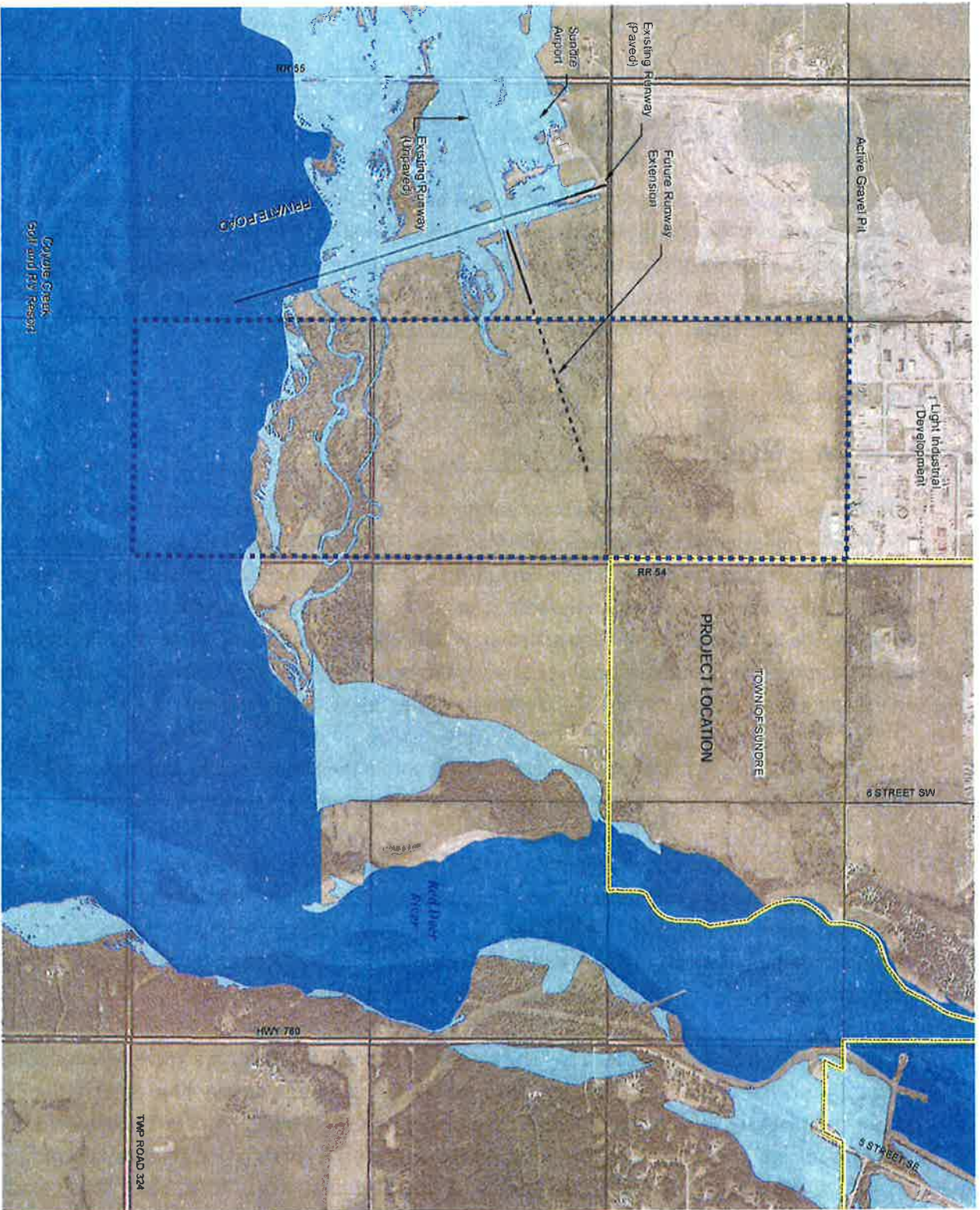
1.6 Adjacent Land Uses

The property is located in the southwest corner of the Town. Because the study area is located on the edge of town, all lands to the south, west and southwest are located in Mountain View County and include: rural industrial uses, the Sundre Airport, agricultural, and vacant rural lands. The quarter section to the west is proposed for gravel extraction by Mountain View County. To the north of the study area are lands designated for industrial park, including the newly-approved Candre cannabis operation. To the east is a major utility corridor, vacant land and Red Deer River floodway. To the northeast, over 400 m away, is residential development including the new Seniors Lodge.

1.7 Development Constraints

The ASP area has been used historically for grazing and farming. A vegetative strip runs diagonally through the middle of the Site (northeast to southwest). Located on the eastern portion of the area is a TransCanada Corporation gas pipeline right-of-way, running north to south. There are no steep slopes or environmentally-sensitive lands located on the property. Based on the site analysis, there are no significant development constraints on this property.

As illustrated in the figure below, the Plan Area is not located in the flood plain or the flood fringe of the Red Deer River (**Figure 3**), based on the Province of Alberta Flood Hazard studies and GIS mapping updated in 2012. It is understood that the Province is preparing new flood hazard mapping. Should the new mapping impact the development potential in the SW33-32-5W5, the ASP may be reviewed for inclusion of additional flood mitigation policies.



SOUTHWEST INDUSTRIAL AREA STRUCTURE PLAN

FLOOD PLAIN MAP
Figure 3 E

- PROJECT AREA BOUNDARY
- TOWNSHIP BOUNDARY
- FLOOD FRINGE
- FLOODWAY
- SECTIONS
- QUARTER SECTIONS



MAP PREPARED BY: DILLON CONSULTING INC. FOR THE TOWN OF SUNDRE
 MAP DATE: MAY 2017
 MAP SCALE: 1" = 1000'



PROJECT: 16-0846
 SHEET: 001
 DATE: MAY 2017

2.0 Background Studies

There have been several studies completed for the preparation of this ASP. A Phase 1 Environmental Site Assessment was not completed for the Study Area. During the Biophysical Assessment it was determined that the majority of the Site has never had development. The farmstead may have issues with storage or minor contamination, but the policies provide direction for the landowners to complete a Phase 1 Environmental Site Assessment prior to the subdivision of the lands.

The following is a summary of the studies and reports.

2.1 Biophysical Impact Assessment

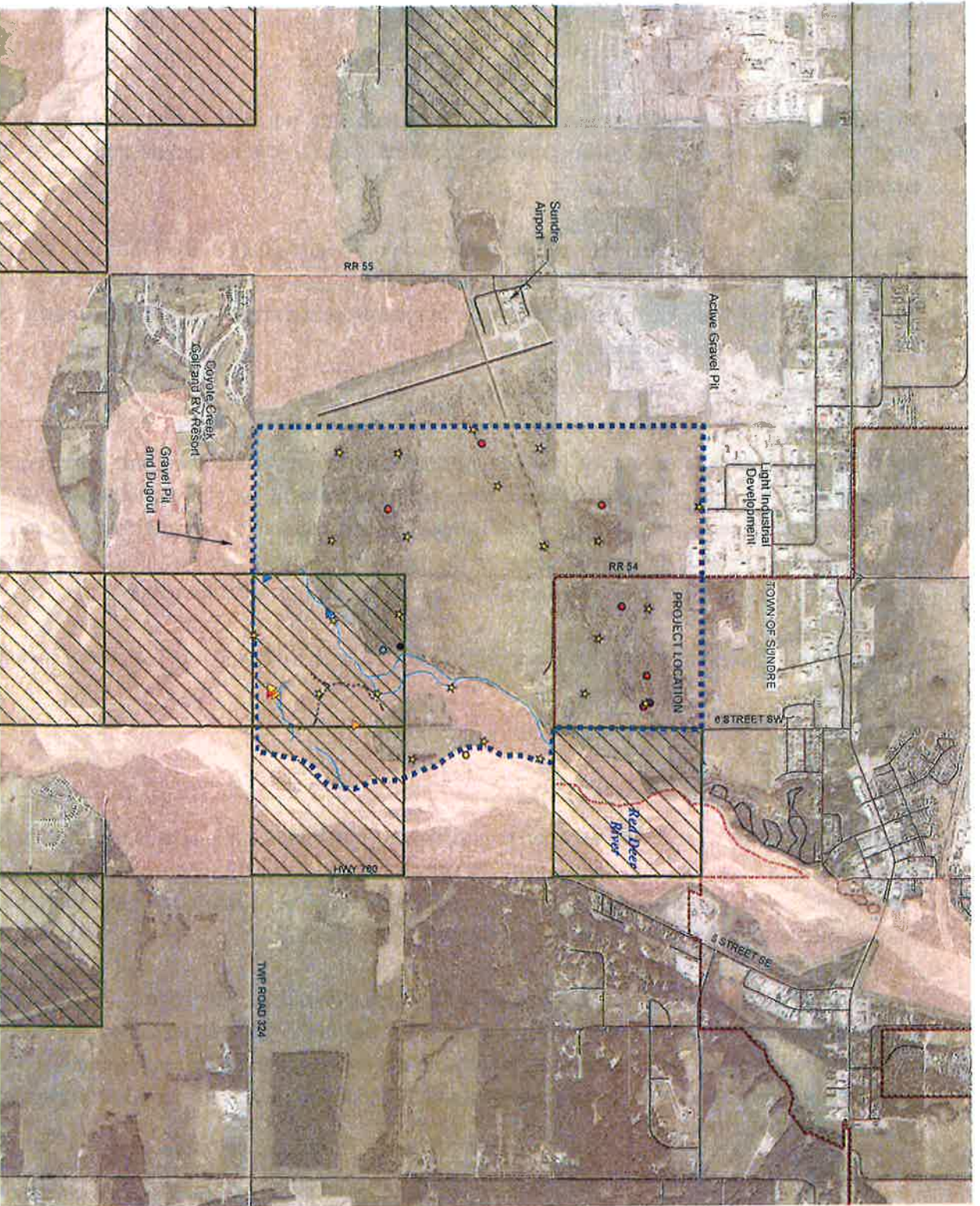
Dillon Consulting limited completed a biophysical impact assessment (BIA) in July 2016, which included a total of the six quarter sections including the Plan Area. The purpose of a BIA is to identify significant environmental features to be considered for future development. The BIA characterized the existing biophysical resources located within the ASP boundary and evaluated the significance of these resources. The BIA also recommended appropriate mitigation measures and considerations to limit or prevent adverse effects to those biophysical resources potentially resulting from future development, while abiding by applicable provincial and federal policies, plans, and legislation.

The BIA provides supporting information for inclusion within the SWI ASP and supports the appropriate applications for land use re-designations and development permits as required by the Town.

The BIA report focuses on potential impacts to the natural environment, including terrestrial and aquatic wildlife and their habitats and vegetative communities. The study found that the most environmentally-sensitive areas are the floodplain areas of the Red Deer River, which provides the most diverse vegetation communities and wildlife habitat. The Plan Area of this ASP does not contain any of the floodplain area, and does not have environmentally-significant areas (**Figure 4**).

The BIA indicated that the treed area running diagonally through the Plan Area provides some wildlife habitat. The on-site surveys and investigations from the BIA revealed that the treed areas in the Plan Area were the nesting locations for the Clay-Colored Sparrow, Red-Tailed Hawk and House Wren (**Figure 4**). Some burrowed dens in the Plan Area also suggest the potential for American badgers on-site, although no badgers were observed during the site reconnaissance in 2016. The BIA also reports that although the Red-Tailed Hawks are plentiful in the Plan Area, they relocate easily to other locations and it can be expected that they will return to the Plan Area, should there be any distributions, once the site is reclaimed.

To address this finding, the ASP retains much of the vegetation on the ridge as a protected green strip that will provide a wildlife corridor and habitat along with pedestrian corridor and linkage.



SOUTHWEST INDUSTRIAL AREA STRUCTURE PLAN

BIOPHYSICAL INVENTORY FIGURE 4

- PROJECT AREA BOUNDARY
- MUNICIPAL BOUNDARY
- ESA (ALBERTA ENVIRONMENT AND PARKS, 2014)
- ESA (SUNAMIT ENVIRONMENTAL CONSULTANTS, 2008)
- UNNAMED CREEK
- QUAD TRAIL
- ROAD
- BREEDING BIRD SURVEY (BBS) LOCATIONS
- AQUATIC WILDLIFE OBSERVATIONS
- BROWN TROUT
- TADPOLES
- WESTERN TOADLET
- WESTERN TOADLET AND WOOD FROG
- NESTING LOCATIONS BY SPECIES
- BANK SWALLOW
- CLAY-COLORED SPARROW
- GREAT-HORNED OWL
- HORSE WREN
- OWL
- RED-TAILED HAWK

0 150 300 Feet

SCALE 1:20,000



MAP DRAWING INFORMATION:
DATA PROVIDED BY DILTON CONSULTING, SOUTHWESTERN COUNTY, THE
COUNCIL OF AGRICULTURAL AND AGRI-FOOD SERVICES, SOUTHWESTERN
SPECIAL LAYER CREEK, SUNDRE, CMB, DUNDAS, DUNDAS, EARTH
SUNDRE, SUNDRE, SUNDRE, SUNDRE, SUNDRE, SUNDRE, SUNDRE,
AERIAL PHOTOGRAPHY, 2008, SUNDRE, SUNDRE, SUNDRE, SUNDRE,
MAP CREATED BY: JTV
MAP REVISION: 1 AND 1803 31M 114

PROJECT 16-2846
STATUS: DRAFT
DATE: JANUARY 2018

The BIA found that no At Risk Species were found in the Plan Area, nor were there any aquatic species due to the lack of any wetland or water courses. The Plan Area also does not contain any rare or endangered species.

In the non-treed portions of the Plan Area, which include the open pasturelands in the north and south, the BIA concluded that these areas have been actively cattle-grazed lands that have limited vegetation and wildlife habitat diversity. There are no significant environmental areas or wildlife species that this project could potentially pose a threat or risk to.

2.2 Historical Overview

The study area has been ranched and farmed for decades and is not located directly on the river. For those reasons it was determined that there is a low potential for historical or archaeological sites. To confirm this, Dillon conducted a scan of the Province of Alberta databases and confirmed that the province does not show any significant potential for the quarter section; however, the policies require Historical and Archaeological clearance from Alberta Culture and Tourism prior to subdivision.

The map below is taken from the Province of Alberta website³. There are no listed resources in on the subject land.

2.3 Transportation Network

The Plan Area, which was recently annexed into the Town, is identified in the approved Bunt report "Town of Sundre Transportation Master Plan - 2010", as Stage 1 - Short Term Annexation Improvements, with a land use designation of mixed use Commercial/Industrial. This ASP conforms to the land uses and assumptions of the Transportation Master Plan.

The Transportation Master Plan assumed that the Plan Area would be developed for commercial/industrial uses. The property to the north has been re-designated for industrial development. 10th Street (RR54) is the only access into the area through the Town. Alternate access exists through Mountain View County on Range Road 55 and in future, a connection will be provided to the industrial lands to the north.

³ <https://www.alberta.ca/listing-historic-resources.aspx>

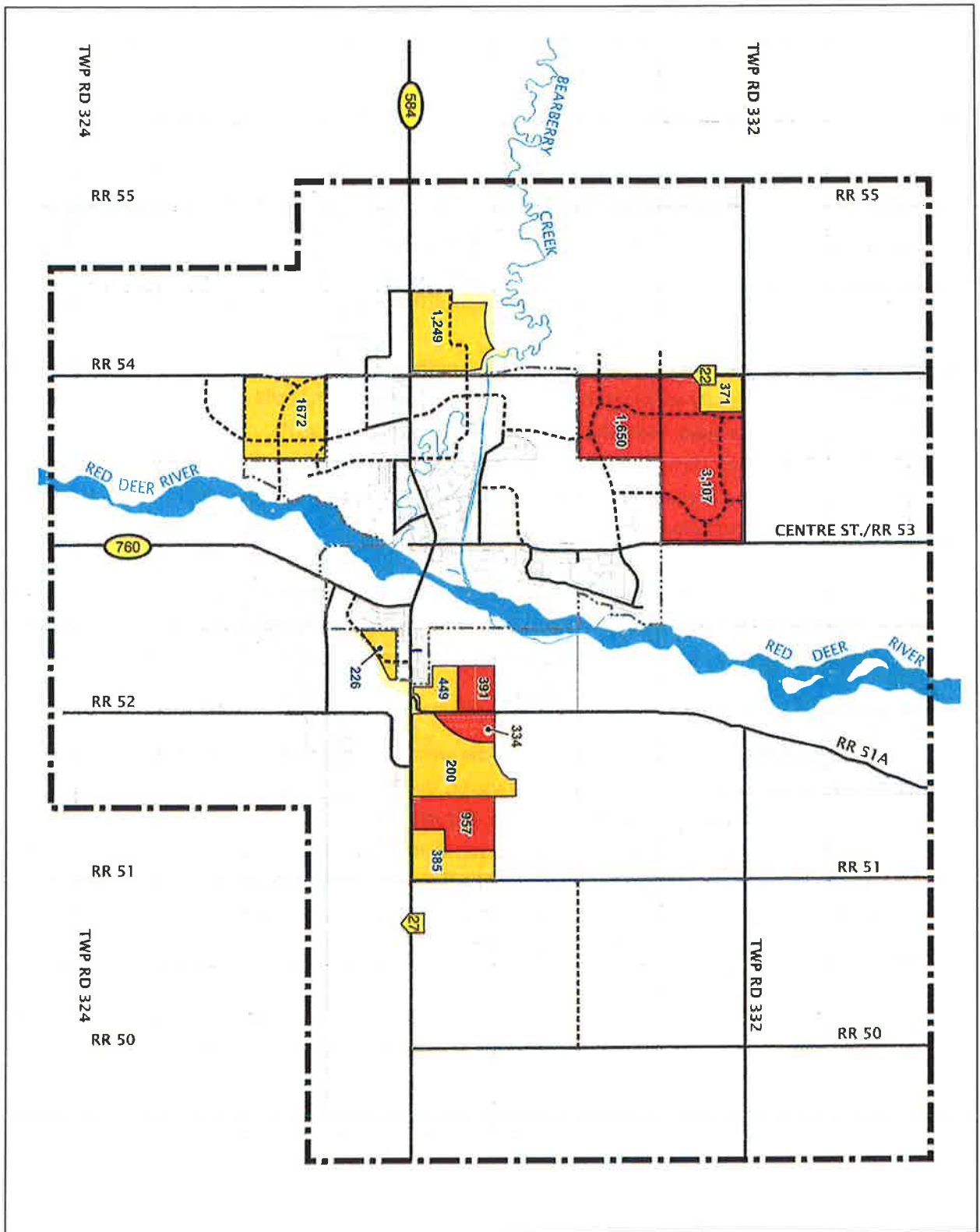
Based on a general industrial land use, and using standard employment figures per acre of general industrial development, The Bunt report estimated the peak, full build out employment of 1,672 people on this quarter section of land. The Traffic Impact Assessment calculations were based on this employment and corresponding number of vehicles.

The following figures (**Figures 5 and 6**) illustrates the 2010 short- and long-term road assumptions.

Based on the proposed land use and development of the ASP, the development will achieve far fewer employees than originally anticipated. The Bunt report assumed that all 64.17ha (160 ac) would be developable industrial land. With the dedication of the green space, the net industrial land is estimated at 46.13 ha (114 acres). Using the same per acre employment figures as the Bunt report, this would accommodate an employment of approximately 1,140 people. This number would be lower if the industrial development remains un-serviced.

The Bunt report has considered all of the future industrial traffic for this area in the recommendations, which state that RR54 (10th Street) between Township Road 325 and Highway 27 should be upgraded to a local major collector road and that the intersection at Highway 27 should be monitored for traffic lights.

The Bunt report also assumed that the land on the west side of 10th Street, owned by Mountain View County, would generate 2,900 employees; however, this land is proposed for a county-operated gravel pit with the ultimate use as a regional park, and as such, will never generate this number of employees or related traffic. This indicates that the recommendations for 10th Street far exceed the volume of traffic and numbers of employees estimated in the Bunt report. As such, no TIA has been prepared for this ASP. Should the Town require a TIA for this area, it is suggested that the developers share the cost and consider all development that will access 10th Street.

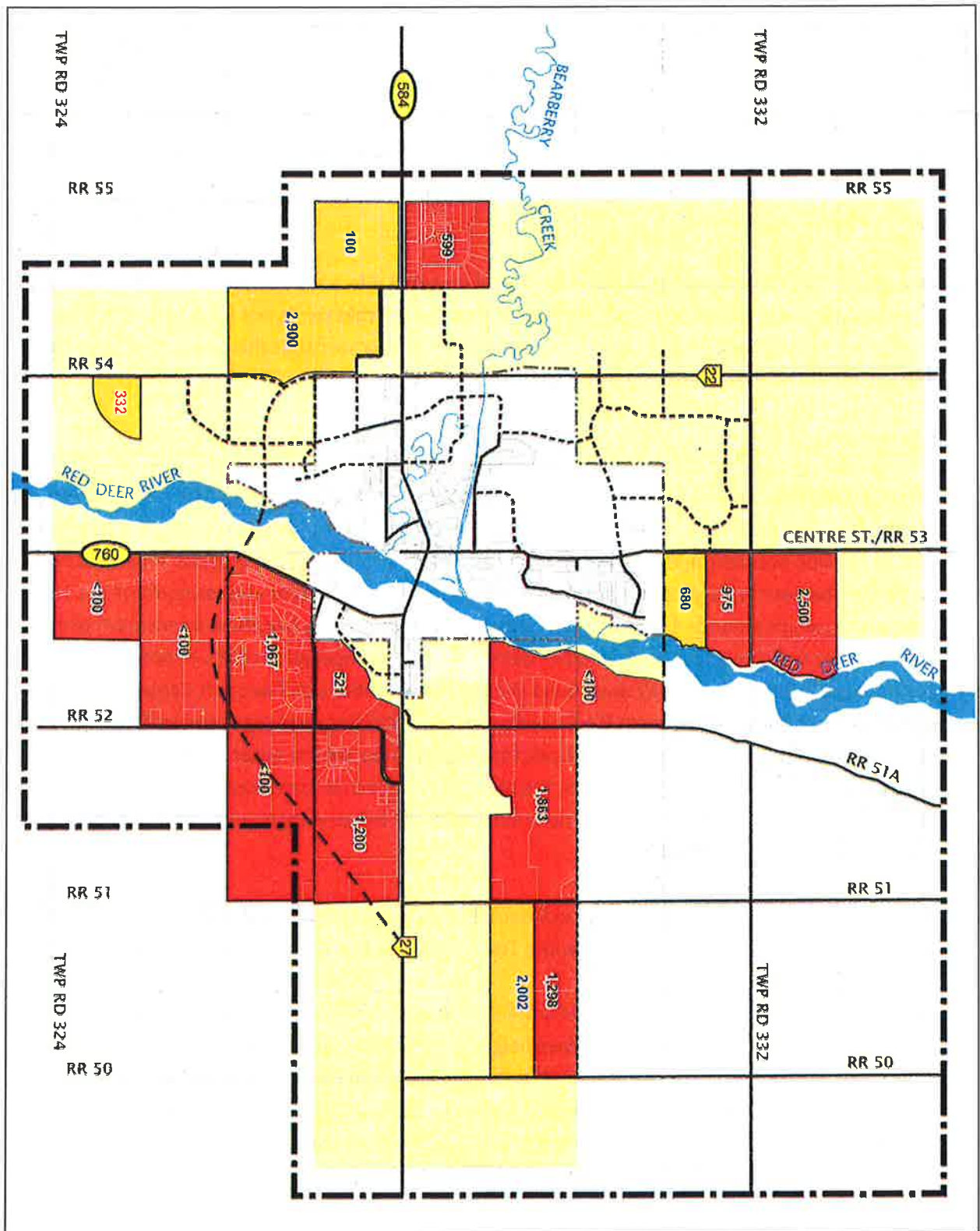


TOWN OF SUNDRE
SUNDRE TRANSPORTATION MASTER PLAN
LAND USE ASSUMPTIONS -
SHORT TERM ANNEXATION
FIGURE 5

- SUBJECT AREA BOUNDARY
- TOWN OF SUNDRE BOUNDARY
- FUTURE COLLECTOR ROADWAY as per TOWN MDP LAND USE MAP
- FUTURE SOUTH HWY 27 AND NORTH BYPASS
- REVISED TOWN BOUNDARY: FUTURE LONG TERM ANNEXATION STAGE
- RESIDENTIAL
- COMMERCIAL/INDUSTRIAL
- XXX POPULATION TOTAL
- XXX EMPLOYMENT TOTAL

Town of Sundre Transportation Master Plan,
December 2010





TOWN OF SUNDRE
SUNDRE TRANSPORTATION MASTER PLAN
LAND USE ASSUMPTIONS -
FUTURE LONG TERM
FIGURE 6

---	SUBJECT AREA BOUNDARY
---	TOWN OF SUNDRE BOUNDARY
---	FUTURE COLLECTOR ROADWAY as per TOWN MDP LAND USE MAP
---	FUTURE SOUTH HWY 27 AND NORTH BYPASS
---	REVERSED TOWN BOUNDARY FUTURE LONG TERM ANNEXATION STAGE
■	RESIDENTIAL
■	COMMERCIAL/INDUSTRIAL
XXX	POPULATION TOTAL
XXX	EMPLOYMENT TOTAL
XXX	INSTITUTIONAL/RECREATIONAL TOTAL

Town of Sundre Transportation Master Plan,
December 2010



The Bunt report also identifies the requirement for an internal collector road that connects the subject property to the 80 acre industrial park to the north, which is included in this ASP and illustrated in **Figure 7**. The SWI ASP illustrates two road connections to 10th Street and a northern connection to the industrial park to the north.

One of the road connections that the Bunt Report included was a bypass and bridge over the Red Deer River. During the preparation of this ASP, it was determined that this is not on the Alberta Transportation highway plan; Alberta Transportation has indicated that this connection is not planned and will not be constructed and is not being included in the SWI ASP.

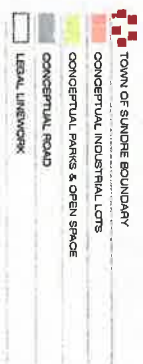
2.4 Airport Overlay

The Plan Area is located within the Sundre Airport Protection Zone (**Figure 8**). The Airport Overlay covers primarily on land within Mountain View County jurisdiction. This zone restricts structure heights to ensure the safe and continued operation of the airport by protecting the airspace. While the Airport is located in the County, its proximity to the Town benefits the businesses and residents of the Town and the overlay, which extends 4 km from the centre of the runway. It is beneficial to ensure that no development restricts any development or decreases the safe operation of the airport; therefore, development within this overlay must meet the recommendations of Transport Canada. The airport is owned and operated by Mountain View County and air restrictions are regulated by Transport Canada under TP312. The specific height restrictions for the Plan Area are the outer surface, restricting structures to a maximum height of 45 m, the elevation of which is measured from the centre line of the airport runway. This does not pose a serious constraint for the development of light industrial development in the Plan Area.

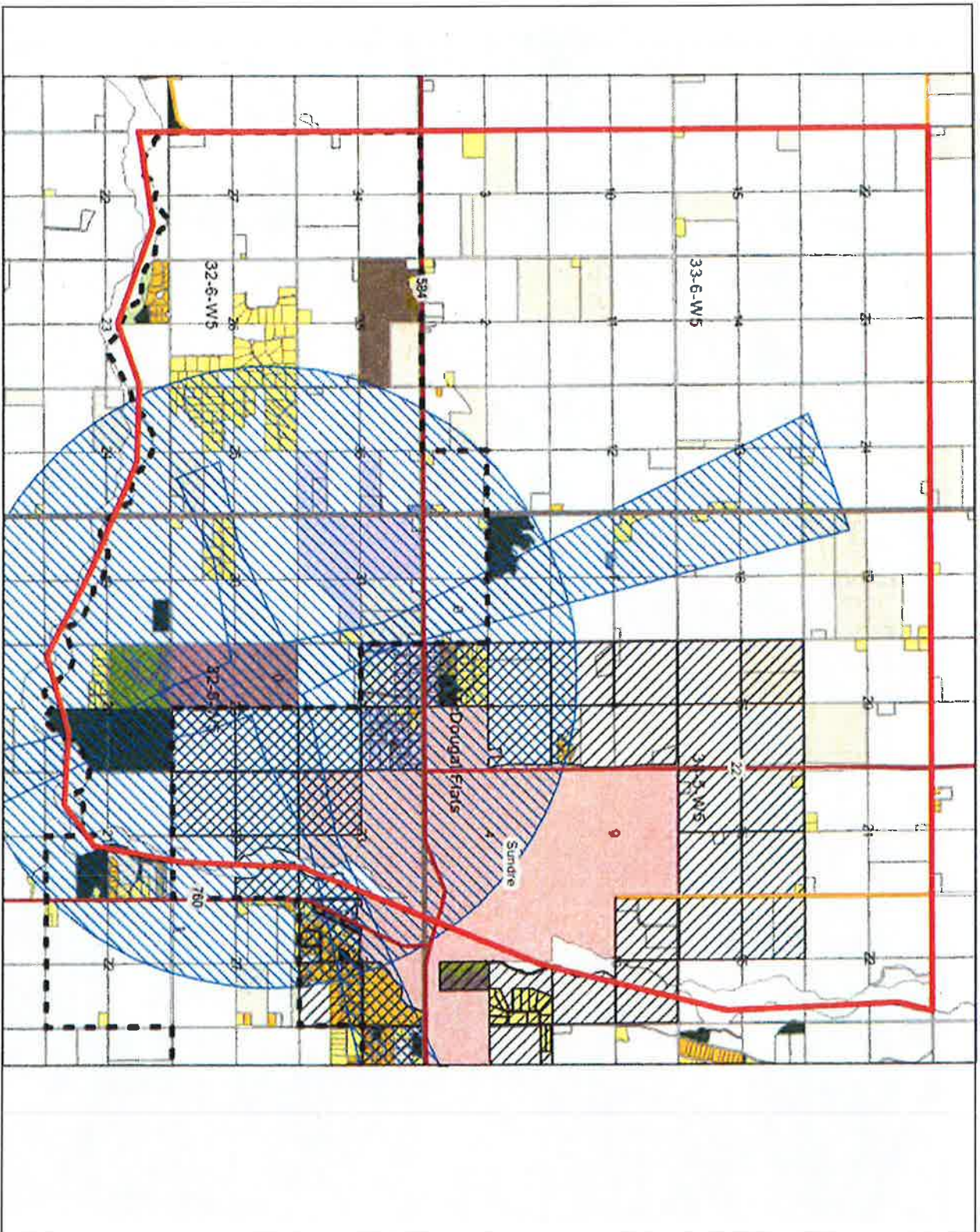
As noted, the Overlay crosses jurisdictional boundaries and covers the SWI ASP lands. The height of structures in the SWI ASP is regulated by the Town Land Use Bylaw and maximum height restrictions.

In addition, the southern portion of the Plan Area falls within the take-off and approach area of the airport. This aviation restriction establishes heights of structures at the ends of the runway, again to protect the safe operation of the airport. This height restriction is not anticipated to impact future development in the Town. Transport Canada recommends limiting other lands uses in the proximity of airports including⁴: uses that generate dust, smoke, steam, electronic interference or that unduly attract birds. It is proposed that the SWI ASP allows light industrial uses that do not create any nuisance that would impact the safe and continued operation of the airport.

⁴ TP1247 Land Use in the Vicinity of Airports, Transport Canada



MAP DRAWING INFORMATION: DATA PROVIDED BY DILLON CONSULTING AND MONTANAN VIEW COUNTY. SOURCE: LAYER CREDIT: SOURCE: Esri, DigitalGlobe, GeoEye, Earthstar (DigitalGlobe), CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
MAP CREATED BY: JCS
MAP CHECKED BY: SD
MAP PROJECTION: NAD 1983 STATE 114
MAP LOCATION: SOUTHERN MONTANA, DILLON, SOUTHERN DILLON, DILLON, MONTANA 59703



MOUNTAIN VIEW COUNTY
LAND USE DISTRICT MAPS - MD/DOLUG FLATS

SUNDRE AIRPORT OVERLAY MAP
FIGURE 8

- AGRICULTURAL DISTRICT (A)
- AGRICULTURAL (2) DISTRICT (A2)
- COUNTRY RESIDENTIAL DISTRICT (R-CR)
- COUNTRY RESIDENTIAL (1) DISTRICT (R-CR1)
- LOCAL COMMERCIAL DISTRICT (C-LO)
- BUSINESS PARK DISTRICT (B-P)
- HEAVY INDUSTRIAL DISTRICT (H-I)
- AGGREGATE EXTRACTION / PROCESSING DISTRICT (A-P)
- PARKS AND CONSERVATION DISTRICT (P-PQ)
- PARKS AND RECREATION DISTRICT (P-PR)
- RECREATIONAL DISTRICT (P-PCR)
- INSTITUTIONAL, EDUCATION AND CULTURAL DISTRICT (S-IC)
- AIRPORT DISTRICT (S-AP)
- DIRECT CONTROL (DC)
- AIRPORT PROTECTION ZONE
- DP AREA
- TOWNSHIP
- COUNTY COLLECTOR NETWORK
- HIGHWAY
- GROWTH CENTRES

Mountain View County Land Use Bylaw,
Bylaw No. 16/18, July 11, 2018



2.5 Flood Plain

Flood plain and flooding potential is a significant concern for the Town. Past flood events have demonstrated that the Town is not immune to future flooding. As indicated in **Section 1.7** of this ASP, the Plan Area is located outside of the current Flood Hazard areas as identified by Alberta Environment and Parks. The ASP has used the most current flood mapping provided by the Province of Alberta (**Figure 3**).

In the case of the SWI ASP, industrial development, the retention of the green strip through the property provides a natural barrier.

Should the provincial studies create new flood mapping that expands the current flood hazards, the ASP may be amended or modified to ensure flood mitigation for the build out of the SWI ASP. This could be implemented by the development and adoption of an overlay to be applied to those lands inside the flood hazards area, which would add regulations about the construction and development of the land for flood protection.

3.0 Land Use Concept

3.1 Plan Objectives

The Plan Area is proposed for industrial development with the retention of a green strip running diagonally through the site to follow the treed area, in order to provide connectivity for the Town to the river and a future park area south of the Town. The proposed land use concept compliments and conforms to the Town's objectives of economic development with an eye to environmental protection. This conforms to the MDP (2013) and the Sundre Municipal Sustainability Plan (2009).

The SWI ASP will provide opportunities for locally-based employment and business development for the Town. This plan supports the goals and objectives of other Town planning documents, including the Town's MDP. The plan provides a framework for the development and provision of serviced light/general industrial lots that will respond to market demand.

Objectives of this ASP are as follows:

- **Develop a sustainable, resilient industrial park** – The industrial park will provide for a variety of general industrial uses while protecting a connection to the river and open spaces;
- **Contribute to the economic health of the Town** – The industrial park will provide local employment and support a non-residential tax base to increase the financial viability of the Town;
- **Minimize negative impacts** - The uses in the industrial park will be limited to those that do not create air emissions, minimal noise impacts and will minimize impacts on the Town and adjacent land uses;
- **Create design standards** - The ASP will include a set of design standards that will ensure the development in the Plan Area will be complementary to surrounding land uses. This includes standards and guidelines for fencing, landscaping, height, building materials, screening, use of storm water ponds and inclusion of "green" elements; and
- **Compliment adjacent land uses** – The site is surrounded by industrial uses on the north, northwest and west sides. The park will be compatible with those uses. In addition, the Subject property poses significant greenways and access points to the river from the residential lands to the east.

3.2 Proposed Land Use

Future development in the Plan Area will generally follow the land uses as illustrated in **Figure 9** and **Table 1**.

Land use in the SWI ASP area will consist primarily of light/general industrial uses as seen in **Table 2**. This table outlines the land use break down proposed for the SWI ASP:

Table 2: Land Use

South West Industrial ASP: Proposed Land Use

	Area (Hectare)	% of Plan Area
Industrial	46.1	69%
Parks – Open Space	8.85	13.3%
Roadways	9.6	14.4%
Pipeline ROW	2.2	3.3%
Total Area	66.75	100%

Note: Land areas are approximate and subject to change through implementation of this ASP.

As this area is identified to potentially start as an un-serviced industrial park, high-water users are not appropriate until full piped water and sanitary services are available. It is considered that General Industrial (I4) District is the most appropriate land use district for this site. It allows un-serviced industrial development and provides for a “range of general industrial uses that may carry out a portion of their operations outdoors”. The concern is that there are high-water users in the permitted uses. It is proposed that a site-specific exemption be supported that would move high-water users to discretionary uses for the SWI ASP only to ensure that the appropriate servicing is available at time of Development Permit application. **Table 3** highlights the permitted uses recommended to be moved to discretionary uses as an exemption to the bylaw for this area only, until fully piped water and sanitary services are provided.

Table 3: General Industrial (I4) District Land Uses

Permitted Uses	Discretionary Uses
Accessory Buildings	Alternative Energy Systems
Auctioneering Establishments	Cannabis Production Facility
Auto Body and Paint Shop	Crematorium
Automotive and Equipment Repair Shops	Custodial Dwelling Unit
Bulk Fuel Dealerships	Detention and Correction Services
Bus Services	Feed mills and grain elevators
Cartage and Freight Terminal	General Industrial Uses, Major Impact ⁶
Commercial Schools	Recycling Depots
Contractor Services, General	Seed cleaning plant

Permitted Uses	Discretionary Uses
Equipment Rentals	Utility Services, Major
General Industrial Uses, Minor Impact ⁵	
Greenhouses and Plant Nurseries	
Heavy Vehicle and Equipment Sales/Rentals	
Micro-brewery (Craft beer brewery)	
Micro-distillery	
Municipal Shop and storage yard	
Natural Habitat Areas	
Outdoor Storage	
Private Recreational Vehicle Storage	
Protective Emergency Services	
Public Parks	
Rapid Drive Through Vehicle Services	
Recreation	
Recycling Depots	
Sea Cans	
Signs (except billboards)	
Public Utility Buildings	
Utility services, Minor	
Veterinary Services, Major	
Warehouse Sales	

Figure 9 provides the proposed land use concept. It is proposed that the future lots will range in size from 1 to 5 acres to allow for a wide variety of businesses. Actual lot sizes and locations will be determined at time of subdivision. At a time when piped water and sanitary sewer services are provided, lot sizes may decrease.

The proposed land use concept, as outlined in **Figure 9** includes a dedication of open space. While the Town has often taken cash in lieu for industrial lands, it is proposed that this greenspace be dedicated as

⁶ As defined in the September 2018 Land Use Bylaw 2018-10 as development that may likely have impacts on the environment or adjacent uses and is used principally for: the processing of raw materials, manufacture or assembly of semi-finished goods,

⁵ As defined in the September 2018 Land Use Bylaw 2018-10 as development having negligible impact on the environment or adjacent land uses including: manufacturing or assembling of semi-finished or finished goods, products or equipment; the cleaning, servicing, repairing or testing of materials, goods and equipment normally associated with industrial or commercial businesses; the storage or transshipping of materials, goods and equipment; the distribution and sale of materials, goods and equipment to institutions or industrial and commercial businesses; and the training of personnel in General Industrial operations.

⁴ As defined in the September 2018 Land Use Bylaw 2018-10 as development that may likely have impacts on the environment or adjacent uses and is used principally for: the processing of raw material, manufactured or assembly of Semi-Finished goods, products or equipment's; the cleaning, servicing, repairing or testing of materials, goods and equipment; and the storage or transshipping of materials, goods and equipment.

municipal reserve land. This greenspace does not qualify as Environmental Reserve and it is not located in the floodway or floodplain. By dedicating the greenspace as Municipal Reserve, it will ensure a green screen on the east side of the property to provide a visual, noise and dust screen from existing and future residential development. In addition this green strip provides improved access to the area and allows for pedestrian and cycling pathways for both residents and employees of the industrial park. It also allows for the Town residents to utilize non-vehicular modes of transportation to get to work. This will add a "green" element and will enhance active transportation, improves connectivity to the west side of Town and ultimately provides access to the Regional Park and river system, which support the objectives of the Town's Parks, Open Space and Trails Plan.

It is noted that the TransCanada pipeline right-of-way will be zoned as general industrial uses. The Town does not want to accept these lands as Municipal Reserve and the Town does not recognize this pipeline as a public utility.

4.0 Policies

4.1 Land Use

These policies create a functional and flexible industrial area that is sensitive to surrounding land uses and supports the Town's economic development objectives. An increased availability of industrial land will create employment opportunities and a balanced tax base as well as encourage residents to both live and work in Sundre. The critical element here is that the local tax payers will not pay for any of the infrastructure required for this industrial park. In addition, the Town of Sundre, while potentially facilitating the construction and installation of the infrastructure, it will be paid for by the developers through levies or through direct construction.

4.1.1 Policies

- 4.1.1. All development occurring in the SWI ASP area will conform to the land uses identified in this plan and will generally conform to the design illustrated in **Figure 9**.
- 4.1.2. Prior to any development occurring, the lands shall be subdivided and re-designated to the appropriate land use district contained in the Town of Sundre's Land Use Bylaw and all development shall comply with the rules of that district.
- 4.1.3. Lot size will vary from approximately 1000m² (0.25 + acres) to 20,000m² (5 acres +) to provide opportunities for both small and large operations.
- 4.1.4. The industrial development may be initiated as an un-serviced industrial park subject to the infrastructure of services policies of **Section 4.4** of this plan.
- 4.1.5. Phase 1 of the development may occur without piped water and sanitary sewer services. The development will meet all urban Town of Sundre Standards, including the installation of deep services, to be connected when the servicing is available. No unserviced development beyond Phase 1 will be permitted.
- 4.1.6. Until piped water and sanitary services are provided, only low water usage uses that can be serviced with private systems on-site will be allowed in the first phases of development prior to full piped water and sanitary sewer installation. High water-use businesses will be required to have piped water and sewer systems connected to the Town's municipal infrastructure.
- 4.1.7. Parcel size will be confirmed at the subdivision stage, to accommodate a variety of industry market requirements.
- 4.1.8. Any uses with the potential to adversely impact neighbouring areas by way of noise, odours, dust, outdoor lighting, or other emissions should be located in the interior of the Plan Area where feasible, and all impacts mitigated.
- 4.1.9. Cartage and freight terminals, feed mills, grain elevators and heavy manufacturing are not considered appropriate uses for this area.
- 4.1.10. As referenced in 4.1.4, the initial development may be developed as an un-serviced light industrial park. Servicing of these sites will be determined at time of subdivision and may include individual wells and septic systems which will comply with the Province of Alberta

Private Sewage Systems Standard of Practice 2015 or trucked in/out water and sanitary sewer through cistern. If the industrial sites are to be serviced by septic fields, they must have the appropriate engineering studies completed.

- 4.1.11. The TransCanada Pipeline right of way will be designated Municipal Reserve to be utilized for walking trails. The Town will not accept this land as public utility and the land cannot be designated industrial because no development is permitted on the pipeline or within the right of way. Application for pedestrian crossing will be submitted by the developer.

4.2 Environmental Protection

While identified by the Town for industrial development, the lands are in close proximity to the Red Deer River and the off-site negative impacts are to be minimized and this development will provide the general public access to the river valley. As described in the BIA summary, the area contains a treed area that will be dedicated as Municipal Reserve, which will provide connectivity and linkages for residents as well as maintain species habitat. It is noted that this is not a pristine natural area. The area has been grazed by cattle for decades and native grasses and other native features are not in existence. The policies below address the protection of the natural area.

4.2.1 Policies

- 4.2.1. Biophysical impacts are to be monitored during earth works and construction.
- 4.2.2. Should any historical or archaeological artifact be discovered during construction, the Province of Alberta will be notified immediately and construction halted. This applies to any road or lot development.
- 4.2.3. While no flood way or flood plain has been identified in the Plan Area, the development south of the green way, and particularly those in Phases 6, 7 and 8, will review current flood mapping at the time of subdivision and may be required to meet flood protection construction requirements at that time.
- 4.2.4. Should the Province of Alberta update the flood plain mapping for the Red Deer River, the mapping in the ASP will be updated.
- 4.2.5. A construction management plan will be required for all construction works (including roads, utilities and site development) to address dust control, hours of operation, reference the Town's noise bylaw and any other impacts that may excessively affect the enjoyment of property.
- 4.2.6. Property owners will be required to complete a Phase 1 Environmental Impact Assessment prior to subdivision.
- 4.2.7. Property owners will be required to obtain Historic/Archaeological clearance from the Province of Alberta prior to subdivision.

4.3 Transportation Network

The proposed road network has been developed to allow for safe and efficient traffic circulation through the Plan Area. Appropriate connectivity to the Plan Area will be provided from the west off 10th Street, by two access points. The primary road system has been identified in this ASP, as illustrated in **Figure 7**. Additional internal roads may be identified at time of subdivision. Rural road standards are not acceptable. Roads will be paved with sidewalk construction as per the Town standards.

4.3.1 Policies

- 4.3.1. The primary access road for the industrial park will have two access points off of 10th Street, formerly Range Road 54;
- 4.3.2. All internal roads shall be built to the Town of Sundre Industrial Standards, or the default standards outlined in the City of Calgary Roads Construction Standard Specifications and Design Guidelines for Subdivision Servicing;
- 4.3.3. The Plan Area will be serviced by a looped internal local industrial road as shown on Figure 7;
- 4.3.4. There will be a road connection to 7th Street to provide emergency access until such time as the road is constructed.
- 4.3.5. At a minimum, all internal roads shall include a pedestrian path or sidewalk of at least 1.5 m width on one side to accommodate pedestrian access and constructed to Town Standards;;
- 4.3.6. Connectivity will be dedicated at time of subdivision to the 80 acre industrial park to the north and constructed when deemed necessary by the Town.
- 4.3.7. The Town will determine the timing for any upgrades to 10th Street. Monies for these upgrades will be collected from the developers through Off site levies.

4.4 Infrastructure and Servicing

There are currently no piped services to the area. It is the responsibility of the developer to pay the full cost of servicing the site. The SWI ASP must be serviced through the lands to the north; however, these are privately owned lands and the owners in the SWI ASP do not have access through these lands. The strategy for the SWI ASP is to develop the industrial park as un-serviced lots until such time as the connection is available. In the absence of trunk lines to tie into, the Town may consider un-serviced development. Deferred servicing agreements will ensure that un-serviced lots are tied into piped services when available. Public Utility lots will be provided by the developer and dedicated to the Town as required.

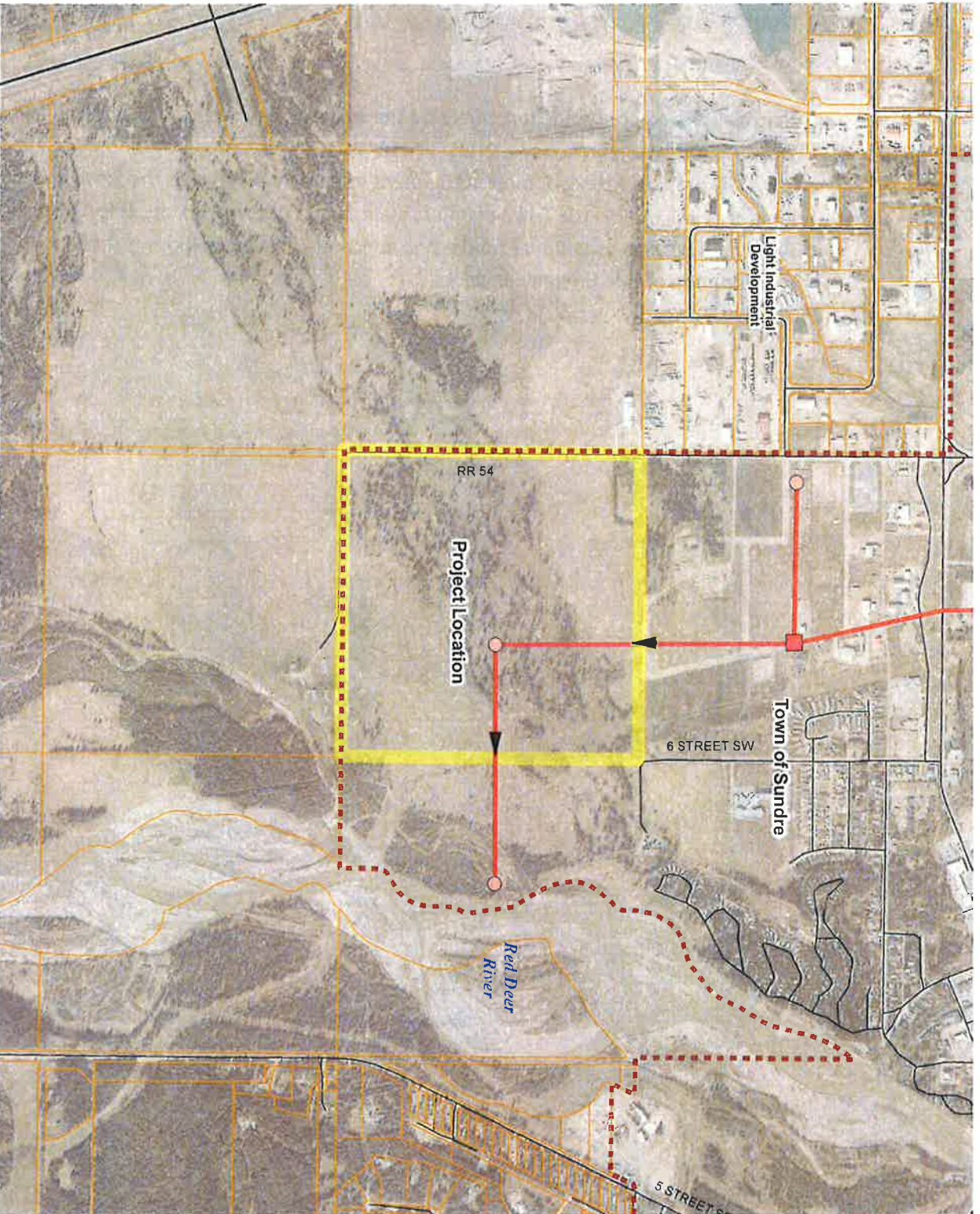
- 4.4.1. Until trunk lines for water and sewer are constructed to the property line, the SWI ASP will be allowed to develop with un-serviced lots following all of the policies of this plan.
- 4.4.2. If a specific development proposed for the area requires piped water and sanitary sewer, the developer will bear the full cost of the installation of the infrastructure.
- 4.4.3. In the case where a single development has triggered the installation of the infrastructure, the Town will work with the initiating developer to develop an Endeavour to Recover Agreement

to collect funds from future development that ties into the infrastructure, to pay the initiating developer.

- 4.4.4. All un-serviced development will sign a deferred servicing agreement to ensure that they tie into the piped water and sanitary services when they are available.
- 4.4.5. Future servicing of the site will generally follow the servicing identified on **Figure 10**. This will be confirmed at time of detailed construction drawings.
- 4.4.6. The Town will develop two levies for the Area:
 - a. A Special Area Assessment to be collected from all developers of the area for the future installation of the piped potable water and sanitary system to the SW33-32-5 W5M, and
 - b. A General Assessment to be collected from all developers of the area for off site infrastructure upgrades throughout the Town of Sundre that ultimately benefit the ASP development.
- 4.4.7. The levy bylaws will conform to Sections 648, 650 and 655 of the *Municipal Government Act*.
- 4.4.8. All titles created will include a caveat for deferred servicing agreement to ensure that all development will connect to piped water and sanitary sewer services when they are available, and all required off-site levies are paid to provide services and infrastructure to the area.
- 4.4.9. All levies and late comer payments will be made at the time of development permit application.
- 4.4.10. The developer will work with the Town and shallow utility providers to design natural gas supply, power, cable and telephone. All shallow utilities will be installed at the cost of the developer.
- 4.4.11. Should a lift station be required, the developer will be required to dedicate a public utility lot, dedicated to the Town, to be a designed Public Utility Lot.
- 4.4.12. The costs of all on-site servicing for new developments, including utilities (water, power, sanitary sewer and storm water), roadways and other infrastructure shall be borne by the developer. This will be regulated through the Development Agreement administered by the Town, and will be applied as a condition of subdivision in accordance with Section 655 of the *Municipal Government Act*.
- 4.4.13. A Stormwater Management Study will be completed for the entire quarter section prior to the first subdivision application. The cost of the stormwater management plan will be born completely by the developer.
- 4.4.14. Stormwater for Phase I may flow through open ditches. Future phases of development may require drainage to be collected and transferred by conventional overland drainage and pipes towards a stormwater pond with ultimate discharge as approved by the Province of Alberta.
- 4.4.15. Any areas for storm ponds identified in the stormwater management plan will be dedicated as public utility lots at time of subdivision, and transferred to the Town of Sundre after the appropriate guarantee period.
- 4.4.16. All development will utilize low-impact development criterion for stormwater management including (but not limited to): maximum permeable surfaces, roof top rain water harvest for

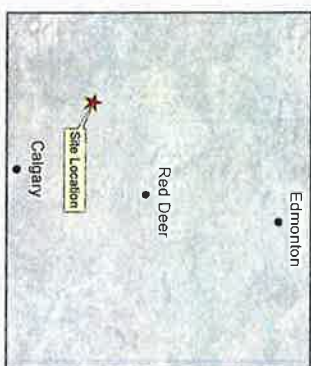
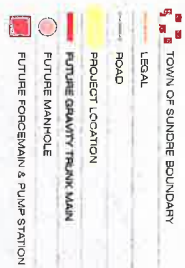
on-site irrigation and fire protection, provided the water quality meets provincial guidelines. Bioswales are encouraged.

- 4.4.17. The Town will prepare a Development Agreement to be signed between the Town and each developer that will outline the Town standards and details of construction. This Agreement must be signed prior to conditional subdivision approval and all conditions must be met prior to the registration of title for individual lots.



SOUTHWEST INDUSTRIAL AREA STRUCTURE PLAN

FUTURE SERVICING FIGURE 10



SCALE 1:10,000
0 50 100 200 m

MAP DRAWING INFORMATION:
DATA PROVIDED BY DILLON CONSULTING AND MCCANNARY NEW COUNTY
PROJECT: 18-1788
PROJECT CHART: 18-1788
DATE: DEC 2016

MAP CREATED BY: DILLON CONSULTING
MAP PROJECT: 18-1788
MAP PROJECT: 18-1788



**PROJECT: 18-1788
PROJECT CHART
DATE: DEC 2016**

5.0 Design Guidelines

To ensure that the development that occurs in the SWI ASP mitigates impact and is an attractive industrial area for the Town, a series of design guidelines have been prepared that can be considered at time of Development Permit issuance by the Town.

5.1 Lighting

Lighting will generally follow “dark sky principles”⁷. Many Alberta municipalities have adopted dark sky principles. This identifies light pollution as an impact on quality of life, particularly in the case of residential development in close proximity to industrial and commercial sites. The SWI ASP is located on the edge of the Town and, by minimizing light pollution, the residents of the Town will be able to enjoy the view of the night sky.

5.1.1 Policies

- 5.1.1. Lighting for industrial uses should provide focussed, shielded lighting that illuminates the areas intended to be lit and does not waste or spill light into adjacent areas or directly into the sky. This may require lower mast and more directional lighting than traditionally provided, with specific attention to the safety of pedestrians.
- 5.1.2. At time of Development Permit issuance, the specifications for proposed parking and pathway lighting must be included.
- 5.1.3. Lighting that creates deep shadows is discouraged.
- 5.1.4. Lighting to be directed to a specific building or entrance way shall not excessively shed light on adjacent areas.

5.2 Stormwater

Stormwater must be contained on-site, given time to settle and ultimately be released at pre-development levels into the natural rivers. This may be accommodated via a town piped storm sewer system. The stormwater management plan will identify the pond sizes and location; however, the type of development can reduce the amount of runoff and increase permeability and on-site water retention.



⁷ Following generally the policies and principles of the International Dark Sky Association. By invoking a dark sky policy, municipalities can reduce the consumption of energy, provide a more sensitive area for wildlife, reduce the health risks of artificial light on residents and improve safety by directing the light in the right place (on the path, front door or road).

5.2.1 Policies

- 5.2.1. All development will follow low-impact stormwater management principles.
- 5.2.2. Wherever possible, permeable materials will be used on-site.
- 5.2.3. Rooftop rain harvest and parking lot catchment of rain water is encouraged for on-site irrigation of landscape materials.

5.3 Building and Site Design

While this is an industrial park, design guidelines can be applied to ensure that the park is attractive and adds to the overall ambience of the community. Sundre sits in one of the most beautiful areas of the province. Building and Site design guidelines will ensure that this is an asset to the Town. This is of particularly important since a major green belt will run through the industrial park.



5.3.1 Policies

- 5.3.1. The South West Industrial Park will provide an entrance sign at each of the 10th Street access points.
- 5.3.2. A landscape plan must be prepared for each phase of development. Individual Development Permit Applications may be required to provide supplemental landscape plans for all internal areas.
- 5.3.3. Site plans must address: landscaping, lighting, hard surface areas, building locations, heights and building materials.
- 5.3.4. Proposed large blank walls must have material, colour or elevation delineation along with roof line variety to break up the monotony of the wall.
- 5.3.5. Public art on the exterior of buildings is acceptable if it follows the practice of good taste.
- 5.3.6. Crime Prevention through Environmental Design⁸ principles should be demonstrated for every development.
- 5.3.7. All landscape materials must be drought-tolerant.
- 5.3.8. Signage may not be neon or back-lit but may be lit overhead by gooseneck light fixtures or other similar methods.

⁸ Crime Prevention Through Environmental Design, refer to the City of Calgary, <http://www.calgary.ca/cps/Pages/Community-programs-and-resources/Crime-prevention/Crime-Prevention-Through-Environmental-Design.aspx>

- 5.3.9. Large continuous paved areas should be divided by the use of landscape buffers, planting and green spaces.
- 5.3.10. All lots shall provide enclosures for trash, non-organic recycling and recycling materials with enclosures to be walled and screened from public view.
- 5.3.11. Building construction is encouraged to incorporate design features that create attractive architectural character. The use of wood and stone materials is encouraged, particularly for the main front elevation and any office spaces.

6.0 Implementation and Phasing

The SWI ASP has been designed to progress from north to east to south to facilitate the construction of the looped internal road and the provision of utility rights of way for deep services. The phasing may change in order if the developer demonstrates to the satisfaction of the Town that the access and servicing is satisfactory.

6.1 Policies

- 6.1.1. Development phasing in the Plan Area will follow the sequence illustrated in **Figure 11**.
- 6.1.2. Sequencing of phasing will follow Phase 1 through Phase 6 (**Figure 11**) with opportunity for an alternative phasing strategy with the installation of deep services and the agreement of the Town.
- 6.1.3. Changing phasing order does not constitute a requirement for an amendment to this ASP.
- 6.1.4. The primary greenspace Municipal Reserve dedication will occur with the first phase of development at time of subdivision.
- 6.1.5. Amendments to the SWI ASP may be required occasionally to adapt to changing circumstances. Any amendments to this ASP will be made in accordance with the process outlined in the *Municipal Government Act*. Proposed amendments shall be consistent with the intent of the SWI ASP.
- 6.1.6. Development will adhere to the design guidelines outlined in **Section 5** of this document.
- 6.1.7. No development will occur until the land is appropriately designated under the Land Use Bylaw.
- 6.1.8. Should the Province of Alberta update their Flood Hazard mapping and should the new mapping have implications for the SWI ASP area, the Town will consider preparing an Overlay District to apply to the area affected by the Flood Hazard, to ensure that all development mitigates any flood impacts.



WEST SUNDRÉ INDUSTRIAL PARK

PHASING PLAN FIGURE 4

- TOWN OF SUNDRÉ BOUNDARY
- CONCEPTUAL INDUSTRIAL LOT
- CONCEPTUAL PARK & OPEN SPACE
- CONCEPTUAL ROAD
- LEGAL LINEWORK
- PROPOSED PHASING

0 25' 50' 100' ft

SCALE 1:3,000



BASE DATA AND INFORMATION
DATA PROVIDED BY DILLON CONSULTING AND MOUNTAIN VIEW COUNTY
Source: Large Scale, Source: EIR, OpenStreetMap, Satellite, Satellite
Imagery, OpenStreetMap, OpenStreetMap, OpenStreetMap, OpenStreetMap
for this project.

MAP CREATED BY SR
MAP DATE: OCT 2018
MAP PROJECTION: UTM 18Q UTM 11S

THIS DOCUMENT IS THE PROPERTY OF DILLON CONSULTING AND MOUNTAIN VIEW COUNTY. IT IS TO BE USED ONLY FOR THE PROJECT AND NOT BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.



PROJECT 18-0178
STATUS DRAFT
DATE OCT 2018

7.0 Community Engagement

During the preparation of the Area Structure Plan, the applicant and Dillon Consulting met with adjacent land owners, communicated with the owners of the small parcel of land in the northwest corner of the quarter section and held an Open House.

The Open House was held at the Sundre Curling Club on February 13, 2019 from 5pm to 7pm. The Open House was advertised in the Sundre Roundup for two consecutive weeks. Display boards were prepared explaining the proposed development and Dillon staff were in attendance.

Seven people attended the event including staff from the Town, staff from Mountain View County and a local Councilor from Mountain View County. The four residents that attended were all in support of the development and saw it as a benefit to the Town for economic development, employment and taxes.



MEETING OF THE
TOWN OF SUNDRE
MUNICIPAL COUNCIL

Tuesday,
February 19, 2019
6:00 p.m.

PUBLIC HEARING 2019-02 Pgs. 47 - 53

BYLAW NO. 2019-03

PUBLIC HEARING AGENDA

FEBRUARY 19, 2019

6:00 p.m.

Sundre Municipal Council Chambers

- 1. Call to Order**
- 2. Purpose of Bylaw 2019-03**
- 3. Confirmation of Notices**
- 4. Development Authority's Report**
- 5. Public Communication (letters/emails)**
- 6. Those in Favour of the Bylaw**
- 7. Those Opposed to the Bylaw**
- 8. Any other person(s) deemed to be affected by the Bylaw**
- 9. Closing statement from the Development Authority**
- 10. Adjournment of the Public Hearing**

TOWN OF SUNDRE NOTICE OF DEVELOPMENT PERMITS

The Town of Sundre, has conditionally approved the following development permit.

Application: 2019-D04
 Civic Address: 214 Centre Street North
 Legal Description: Lot 3, Block 2, Plan 9712214
 Development: Accessory Suite (General Residential District, R-2)

The file as noted above can be viewed at the Town Office during regular business hours. The permit will be issued at the end of the appeal period, provided no appeals are filed prior to the appeal deadline and all prior to release conditions have been met.

Any person wishing to appeal this decision must submit their appeal no later than 4:00 pm on February 25, 2019. Appeals must be in writing, accompanied by the \$200 fee and submitted to the Clerk, Subdivision and Development Appeal Board, Town of Sundre, PO Box 420, 717 Main

Avenue W., Sundre AB T0M 1X0

Date of Publication: February 12, 2019

SUNDRE RESIDENTS AND BUSINESS OWNERS

With the recent frigid cold weather, the Operations department would like to remind residents and businesses to ensure water and sewer services to your homes/buildings are insulated and heated. Mobile home owners need to ensure that service piping under the home is insulated from the cold and it is recommended that a heat tape system be added for more protection to the water system.

Residents going on vacation should have arrangements for someone to run water and check that heat is functional. It is also recommended that the caretaker can be contacted if a gas or water emergency occurs while you are away, so access to the resident can be restarted services can take place. Operations can be contacted during business hours at 403 638 4707 or after hours at 403 638 7350. Operations

PUBLIC HEARING 2019-03 BYLAW NO. 2019-04

To Amend Land Use Bylaw 2018-10 Redesignation of Public Service District (PS) to Central Commercial District (C-1)

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-04 will be held on Tuesday, February 19, 2019, at 8:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2019-04 proposes to redesignate a portion of Lot 10ER, Block 1, Plan 871 1392 from Public Service District (PS) to Central Commercial District (C-1) to accommodate an existing parking lot. A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing. The Public Hearing will be held at the Town of Sundre Council Chambers, on Tuesday, February 19, 2019, commencing at 8:00 pm with procedures in accordance with the Town of Sundre Council Procedural Bylaw 2019-01.

Any person who claims to be affected by the Bylaw may present suggestions or concerns by making a submission to the Public Hearing. Written submissions to the Public Hearing or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, February 13, 2019 as outlined in Bylaw No. 2019-01. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

DATED this 5th day of February 2019.

Mike Marko,
Director, Planning and Ec. Development

PUBLIC HEARING 2019-01 BY-LAW NO. 2018-19 AREA STRUCTURE PLAN 2018-ASP-001

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, on Bylaw 2018-19 will be held on Tuesday, February 19, 2019, at 8:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2018-19 is to implement the Southwest Industrial Area Structure Plan (SWIASP) for the Town's southwest industrial area in the SW 33-32-5-5. The SWIASP was prepared by Dillon Consulting on behalf of Rolling Mix who owns ±63.24 ha of vacant land and a ±1.5 ha privately owned parcel used as a residential recreational property. The SWIASP provides a policy framework for future redesignation, subdivision and development as an industrial park.

The SWIASP will provide opportunity for interim unserviced industrial development until municipal water and sewer becomes available for required connection. **No gravel extraction will be permitted on these lands.**

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

The Public Hearing will be held at the Town of Sundre Council Chambers, on Tuesday, February 19, 2019, commencing at 8:00 pm with procedures in accordance with the Town of Sundre Council Procedural Bylaw 2019-01.

Any person who claims to be affected by the bylaw may present suggestions or concerns by making a submission to the Public Hearing. Written submissions to the Public Hearing or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, February 13, 2019 as outlined in Bylaw No. 2019-01. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

DATED this 5th day of February 2019.

Mike Marko,
Director, Planning and Ec. Development

PUBLIC HEARING 2019-02 BYLAW NO. 2019-03 BOUNDARY CHANGE OF ENVIRONMENTAL RESERVE

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-03 will be held on Tuesday, February 19, 2019, at 8:00 p.m. in the Town of Sundre Council Chambers.

Pursuant to section 676(1)(d) of the *Municipal Government Act*, *Revised Statutes of Alberta 2000 Chapter M-26*, a Council may, by bylaw, change the boundaries of an environmental reserve to rectify an encroachment problem. Bylaw 2019-03 proposes to change the boundaries of an Environmental Reserve parcel described as Lot 10ER Block 1 Plan 871 1392 due to a parking lot encroachment.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

The Public Hearing will be held at the Town of Sundre Council Chambers, on Tuesday, February 19, 2019, commencing at 8:00 pm with procedures in accordance with the Town of Sundre Council Procedural Bylaw 2019-01.

Any person who claims to be affected by the Bylaw may present suggestions or concerns by making a submission to the Public Hearing. Written submissions to the Public Hearing or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, February 13, 2019 as outlined in Bylaw No. 2019-01. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

DATED this 5th day of February 2019.

Mike Marko,
Director, Planning and Ec. Development



**TOWN OF
SUNDRE**

Visit. Live. Explore.

403-638-3551

717 Main Avenue West

E-mail: townmail@sundre.com

Web site: www.sundre.com

FINANCE AND GRANTS COORDINATOR

Nestled in the foothills of the Rocky Mountains, Sundre has a compelling history and a promising future. We take pride in being a sustainable community with a population of 2,700+ residents that swells to over 10,000 in the summer. Experience a love for nature, safe neighbourhoods, and a place where you can make a difference.

The Opportunity:

Reporting to the Director of Corporate Services, the Finance and Grants Coordinator is a self-starter who is responsible for general accounting, cash management, assisting with budget creation and assisting with the year-end. In addition to financial duties you are responsible to secure and ensure optimal utilization of all grant funding available to the Town of Sundre, prepare and submit grant applications, manage and report grants received and provide information to interested parties.

The Ideal Candidate:

You will leverage strong accounting and research skills, and build relationships with internal and external stakeholder groups.

Preferred Qualifications

Education and Experience:
Holds a degree, diploma or certification in accounting
4+ years of financial experience
Experience writing proposals and finding grant opportunities considered an asset.

Skills and Abilities:

Sound knowledge of Financial reporting and processes, budgeting, internal controls and procedures
Grant writing; knowledge of federal, provincial, and municipal grant programs
Strong research skills
Demonstrated strong interpersonal, verbal and written communication skills
Impeccable attention to detail and accuracy
High degree of personal initiative, integrity, professionalism and political sensitivity

This is a part-time 0.8 FTE, permanent position that offers a competitive salary and benefits. The current work-week is based on 28 hours, 8:00 am - 4:00 pm; working 4 days between Monday and Friday. Wage commensurate with experience and qualifications. The Town of Sundre offers a comprehensive benefits package and participation in the LAPP pension plan. Please view a complete job description found under our careers tab at [HYPERLINK "http://www.sundre.com"](http://www.sundre.com) www.sundre.com.

If this opportunity is of interest to you, please submit your resumé and a covering letter by 12:00 p.m. on Friday, February 8, 2019. Resumes and cover letters submitted by email should be in .pdf or .doc format.

Human Resources
PO Box 420
717 Main Avenue West
Sundre, AB. T0M 1X0
Fax: (403) 638-2100
Email: [HYPERLINK "mailto:hr@sundre.com"](mailto:HYPERLINK) hr@sundre.com

While we appreciate your interest, only those candidates selected for an interview will be contacted. Personal information will be used to determine eligibility for potential employment and is pursuant to the Municipal Freedom of Information and Protection of Privacy Act. This posting will remain open until a suitable candidate is found. www.sundre.com

PUBLIC HEARING 2019-03 BYLAW NO. 2019-04

To Amend Land Use Bylaw 2018-10
Redesignation of Public Service District (PS)
to Central Commercial District (C-1)

A Public Hearing pursuant to Sections 230 and 606 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-04 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2019-04 proposes to redesignate a portion of Lot 10ER, Block 1, Plan 871.1392 from Public Service District (PS) to Central Commercial District (C-1) to accommodate an existing parking lot.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

The Public Hearing will be held at the Town of Sundre Council Chambers, on Tuesday, February 19, 2019, commencing at 6:00 pm with procedures in accordance with the Town of Sundre Council Procedural Bylaw 2019-01.

Any person who claims to be affected by this Bylaw may present suggestions or concerns by making a submission to the Public Hearing. Written submissions to the Public Hearing or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, February 13, 2019 as outlined in Bylaw No. 2019-01. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

DATED this 5th day of February 2019.

Mike Marko,
Director, Planning and Ec. Development

PUBLIC HEARING 2019-01 BY-LAW NO. 2018-19 AREA STRUCTURE PLAN 2018-ASP-001

A Public Hearing pursuant to Sections 230 and 606 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, on Bylaw 2018-19 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2018-19 is to implement the Southwest Industrial Area Structure Plan (SWIASP) for the Town's southwest industrial area in the SW 33-35-5-5. The SWIASP was prepared by Dillon Consulting on behalf of Rolling Mix who owns 663.24 ha of vacant land and a 1.5 ha privately owned parcel used as a residential recreational property. The SWIASP provides a policy framework for future redesignation, subdivision and development as an industrial park.

The SWIASP will provide opportunity for interim unserviced industrial development until municipal water and sewer becomes available for required connection. No gravel extraction will be permitted on these lands.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

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DATED this 5th day of February 2019.

Mike Marko
Director, Planning and Ec. Development

PUBLIC HEARING 2019-02 BYLAW NO. 2019-03 BOUNDARY CHANGE OF ENVIRONMENTAL RESERVE

A Public Hearing pursuant to Sections 230 and 606 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-03 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Pursuant to section 676(1)(4) of the Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26, a Council may, by bylaw, change the boundaries of an environmental reserve to rectify an encroachment problem. Bylaw 2019-03 proposes to change the boundaries of an Environmental Reserve parcel described as Lot 10ER Block 1 Plan 871.1392 due to a parking lot encroachment.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

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Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

DATED this 5th day of February 2019.

Mike Marko,
Director, Planning and Ec. Development



Town of Sundre
PO Box 420, 717 Main Avenue W.
Sundre, Alberta, T0M 1X0
Phone: (403) 638-3551 Fax: (403) 638-2100
Email: townmail@sundre.com

ADJACENT LANDOWNER NOTIFICATION

PUBLIC HEARING 2019-02

BYLAW NO. 2019-03 BOUNDARY CHANGE OF ENVIRONMENTAL RESERVE

February 5, 2019

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A 2000, Chapter M-26, as amended on Bylaw 2018-03 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Pursuant to section 676(1)(d) of the *Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26*, a Council may, by bylaw, change the boundaries of an environmental reserve to rectify an encroachment problem. Bylaw 2019-03 proposes to change the boundaries of an Environmental Reserve parcel described as Lot 10ER Block 1 Plan 871 1392 due to a parking lot encroachment.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

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Mike Marko,

Director, Planning and Ec. Development
Attachment: Key Plan



**TOWN OF SUNDRE
BYLAW NO. 2019-03**

**BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO
CHANGE THE BOUNDARIES OF AN ENVIRONMENTAL RESERVE IN ORDER TO RECTIFY
AN ENCROACHMENT PROBLEM.**

UNDER AUTHORITY of and pursuant to section 676(1)(d) of the *Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26*, which states that a Council may, by bylaw, after giving notice in accordance with section 606 and holding a public hearing in accordance with section 230, change the boundaries of an environmental reserve to rectify an encroachment problem, the Municipal Council of the Town of Sundre in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

The boundaries of the Environmental Reserve parcel described as Lot 10ER Block 1 Plan 871 1392 are hereby changed to rectify a parking lot encroachment problem by removing from Environmental Reserve the 0.106 ha portion of lands shown as Area 'A' on the attached Schedule 'A'.

This Bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST TIME this ____ day of _____ 2019

PUBLIC HEARING HELD this ____ day of _____ 2019

READ A SECOND TIME this ____ day of _____ 2019

READ A THIRD AND FINAL TIME this ____ day of _____ 2019

MAYOR

CHIEF ADMINISTRATIVE OFFICER

0.106 HA AREA TO BE REMOVED FROM ENVIRONMENTAL RESERVE SHOWN AS AREA 'A' ON PLAN 191_____



**MEETING OF THE
TOWN OF SUNDRE
MUNICIPAL COUNCIL**

**Tuesday,
February 19, 2019
6:00 p.m.**

PUBLIC HEARING 2019-03 Pgs. 54-60

BYLAW NO. 2019-04

PUBLIC HEARING AGENDA

FEBRUARY 19, 2019

6:00 p.m.

Sundre Municipal Council Chambers

- 1. Call to Order**
- 2. Purpose of Bylaw 2019-04**
- 3. Confirmation of Notices**
- 4. Development Authority's Report**
- 5. Public Communication (letters/emails)**
- 6. Those in Favour of the Bylaw**
- 7. Those Opposed to the Bylaw**
- 8. Any other person(s) deemed to be affected by the Bylaw**
- 9. Closing statement from the Development Authority**
- 10. Adjournment of the Public Hearing**

TOWN OF SUNDRE NOTICE OF DEVELOPMENT PERMITS

The Town of Sundre, has conditionally approved the following development permit.

Application: 2019-004
 Site Address: 214 Centre Street North
 Legal Description: Lot 3, Block 2, Plan 9712214
 Development: Accessory Suite (General Residential District, R-2)

The file as noted above can be viewed at the Town Office during regular business hours.
 The permit will be issued at the end of the appeal period, provided no appeals are filed prior to the appeal deadline and all prior to release conditions have been met.

Any person wishing to appeal this decision must submit their appeal no later than 00 pm on February 25, 2019. Appeals must be in writing, accompanied by the \$200 fee and submitted to the Clerk, Subdivision and Development Appeal Board, Town of Sundre, PO Box 420, 717 Main

Avenue W, Sundre AB T0M 1X0

Date of Publication: February 12, 2019

SUNDRE RESIDENTS AND BUSINESS OWNERS

With the recent frigid cold weather, the Operations department would like to remind residents and businesses to ensure water and sewer services to your homes/buildings are insulated and heated. Mobile home owners need to ensure that service piping under the home is insulated from the cold and it is recommended that a heat tape system be added for more protection to the water system.

Residents going on vacation should have arrangements for someone to run water and check that heat is functional. It is also recommended that the caretaker can be contacted if a gas or water emergency occurs while you are away, so access to the resident can be restarted services can take place. Operations can be contacted during business hours at 403 639 4707 or after hours at 403 639 7350. Operations

PUBLIC HEARING 2019-03 BYLAW NO. 2019-04

To Amend Land Use Bylaw 2018-10
 Redesignation of Public Service District (PS)
 to Central Commercial District (C-1)

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-04 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2019-04 proposes to redesignate a portion of Lot 10ER, Block 1, Plan 871 1392 from Public Service District (PS) to Central Commercial District (C-1) to accommodate an existing parking lot. A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

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DATED this 5th day of February 2019.

Mike Marko,
 Director, Planning and Ec. Development

PUBLIC HEARING 2019-01 BY-LAW NO. 2018-19 AREA STRUCTURE PLAN 2018-ASP-001

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended, on Bylaw 2018-19 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2018-19 is to implement the Southwest Industrial Area Structure Plan (SWIASP) for the Town's southwest industrial area in the SW 33-32-5-5. The SWIASP was prepared by D. Brown Consulting on behalf of Rolling Mix who owns approximately 63.24 ha of vacant land and a ±1.5 ha privately owned parcel used as a residential recreational property. The SWIASP provides a policy framework for future redesignation, subdivision and development as an industrial park.

The SWIASP will provide opportunity for interim unserviced industrial development until municipal water and sewer becomes available for required connection. **No gravel extraction will be permitted on these lands.**

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DATED this 5th day of February 2019.

Mike Marko,
 Director, Planning and Ec. Development

PUBLIC HEARING 2019-02 BYLAW NO. 2019-03 BOUNDARY CHANGE OF ENVIRONMENTAL RESERVE

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-03 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Pursuant to section 676(1)(d) of the *Municipal Government Act*, *Revised Statutes of Alberta 2000 Chapter M-26*, a Council may, by bylaw, change the boundaries of an environmental reserve to rectify an encroachment problem. Bylaw 2019-03 proposes to change the boundaries of an Environmental Reserve parcel described as Lot 10ER Block 1 Plan 871 1392 due to a parking lot encroachment.

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DATED this 5th day of February 2019.

Mike Marko,
 Director, Planning and Ec. Development



TOWN OF SUNDRE

Visit. Live. Explore.

403-638-3551

717 Main Avenue West

E-mail: townmail@sundre.com

Web site: www.sundre.com

FINANCE AND GRANTS COORDINATOR

Nestled in the foothills of the Rocky Mountains, Sundre has a compelling history and a promising future. We take pride in being a sustainable community with a population of 2,700+ residents that swells to over 10,000 in the summer. Experience a love for nature, safe neighbourhoods, and a place where you can make a difference.

The Opportunity:

Reporting to the Director of Corporate Services, the Finance and Grants Coordinator is a self-starter who is responsible for general accounting, cash management, assisting with budget creation and assisting with the year-end. In addition to financial duties you are responsible to secure and ensure optimal utilization of all grant funding available to the Town of Sundre, prepare and submit grant applications, manage and report grants received and provide information to interested parties.

The Ideal Candidate:

You will leverage strong accounting and research skills, and build relationships with internal and external stakeholder groups.

Preferred Qualifications

Education and Experience:

Holds a degree, diploma or certification in accounting

4+ years of financial experience

Experience writing proposals and finding grant opportunities considered an asset.

Skills and Abilities:

Sound knowledge of Financial reporting and processes, budgeting, internal controls and procedures

Grant writing; knowledge of federal, provincial, and municipal grant programs

Strong research skills

Demonstrated strong interpersonal, verbal and written communication skills

Impeccable attention to detail and accuracy

High degree of personal initiative, integrity, professionalism and political sensitivity

This is a part-time 0.8 FTE, permanent position that offers a competitive salary and benefits. The current work-week is based on 28 hours, 8:00 am - 4:00 pm; working 4 days between Monday and Friday. Wage commensurate with experience and qualifications. The Town of Sundre offers a comprehensive benefits package and participation in the LAPP pension plan. Please view a complete job description found under our careers tab at [HYPERLINK "http://www.sundre.com"](http://www.sundre.com) www.sundre.com.

If this opportunity is of interest to you, please submit your resumé and a covering letter by 12:00 p.m. on

Friday, February 8, 2019. Resumes and cover letters submitted by email should be in .pdf or .doc format.

Human Resources

PO Box 420

717 Main Avenue West

Sundre, AB, T0M 1X0

Fax: (403) 638-2100

Email: [HYPERLINK "mailto:hr@sundre.com"](mailto:HYPERLINKmailto:hr@sundre.com) hr@sundre.com

While we appreciate your interest, only those candidates selected for an interview will be contacted. Personal information will be used to determine eligibility for potential employment and is pursuant to the Municipal Freedom of Information and Protection of Privacy act. This posting will remain open until a suitable candidate is found. www.sundre.com

PUBLIC HEARING 2019-03 BYLAW NO. 2019-04

To Amend Land Use Bylaw 2018-10
Redesignation of Public Service District (PS)
to Central Commercial District (C-1)

A Public Hearing pursuant to Sections 230 and 606 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-04 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2019-04 proposes to redesignate a portion of Lot 10ER, Block 1, Plan 871 1392 from Public Service District (PS) to Central Commercial District (C-1) to accommodate an existing parking lot.

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DATED this 5th day of February 2019.

Mike Marko,

Director, Planning and Ec. Development

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Bylaw 2018-19 is to implement the Southwest Industrial Area Structure Plan (SWIASP) for the Town's southwest industrial area in the SW 33-32-5-5. The SWIASP was prepared by Dilon Consulting on behalf of Rolling Mix who owns ±63.24 ha of vacant land and a ±1.5 ha privately owned parcel used as a residential recreational property. The SWIASP provides a policy framework for future redesignation, subdivision and development as an industrial park.

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DATED this 5th day of February 2019.

Mike Marko

Director, Planning and Ec. Development

PUBLIC HEARING 2019-02 BYLAW NO. 2019-03 BOUNDARY CHANGE OF ENVIRONMENTAL RESERVE

A Public Hearing pursuant to Sections 230 and 606 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended on Bylaw 2018-03 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Pursuant to section 676(1)(b) of the Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26, a Council may, by bylaw, change the boundaries of an environmental reserve to rectify an encroachment problem. Bylaw 2019-03 proposes to change the boundaries of an Environmental Reserve parcel described as Lot 10ER Block 1 Plan 871 1392 due to a parking lot encroachment.

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Mike Marko,

Director, Planning and Ec. Development



Town of Sundre
PO Box 420, 717 Main Avenue W.
Sundre, Alberta, T0M 1X0
Phone: (403) 638-3551 Fax: (403) 638-2100
Email: townmail@sundre.com

ADJACENT LANDOWNER NOTIFICATION

PUBLIC HEARING 2019-03

BYLAW NO. 2019-04

To Amend Land Use Bylaw 2018-10

Redesignation of Public Service District Lot (P-1) to Central Commercial District (C-1)

February 5, 2019

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A 2000, Chapter M-26, as amended on Bylaw 2018-04 will be held on Tuesday, February 19, 2019, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2019-04 proposes to redesignate a portion of Lot 10ER, Block 1, Plan 871 1392 from Public Service District (P-1) to Central Commercial District (C-1) to accommodate an existing parking lot.

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Mike Marko,

Director, Planning and Ec. Development

Attachment: Key Plan



**TOWN OF SUNDRE
BYLAW NO. 2019-04**

**BEING A BYLAW OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA TO
AMEND THE LAND USE BYLAW 2018-10.**

UNDER AUTHORITY of and pursuant to the provisions of the *Municipal Government Act, Revised Statutes of Alberta 2000 Chapter M-26*, and amendments thereto, the Municipal Council of the Town of Sundre in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

Schedule 'A', the Land Use District Map in Land Use Bylaw 2018-10 is amended by changing the land use designation for a portion of lands described as Lot 10ER Block 1 Plan 871 1392 from Public Service District (PS) to Central Commercial District (C-1), as shown as Area 'A' on the attached Schedule 'A'.

This Bylaw shall come into full force and effect upon the date of the third and final reading.

READ A FIRST TIME this ____ day of _____ 2019

PUBLIC HEARING HELD this ____ day of _____ 2019

READ A SECOND TIME this ____ day of _____ 2019

READ A THIRD AND FINAL TIME this ____ day of _____ 2019

MAYOR

CHIEF ADMINISTRATIVE OFFICER

