

## Request for Decision

<b>Title</b>	<b>Bylaw 1376/16 to amend Subdivision Authority Bylaw 1339/14</b>
<b>Proposed Motion</b>	That Council give third reading to Bylaw 1376/16.
<b>Administrative Recommendation</b>	In support of providing options for an expedited level of service on applicable subdivision applications, Administration supports Council giving third reading to Bylaw 1376/16.
<b>Previous Council Direction</b>	<p>Motions: 354/16 and 355/16 on October 11, 2016: Council gave first and second reading to Bylaw 1376/16.</p> <p>Motion 089/15 on March 11, 2015: That Council give third reading to Bylaw 1339/14 to establish Subdivision Authority.</p>
<b>Report</b>	<p><b>Background information</b></p> <ul style="list-style-type: none"> <li>• In accordance with Section 654(2) of the <i>Municipal Government Act</i>, the Municipal Planning Commission (MPC) is obligated to adhere to the policies set out in approved statutory plans as part of their decision making process. As such, and being the Subdivision Authority, the MPC needs to refuse subdivision applications that do not align with the policies in the Municipal Development Plan.</li> <li>• In order to create efficiencies for both the applicant and the MPC, Administration was asked by the MPC to look at opportunities to have the said applications refused without requiring a submission to the MPC.</li> <li>• Legal counsel has recommended that the best way of achieving said goal is <i>“to amend the Subdivision Authority Bylaw to specify that for applications which do not conform with the provisions of applicable statutory plans, the subdivision authority is XXX. That could be the Manager of Current Planning &amp; Development Services, or such other identifiable position.”</i></li> <li>• Hence, the amendment proposed allows for the Manager of Current Planning &amp; Development to be the Subdivision Authority for those applications that do not conform to the provisions of applicable statutory plans.</li> <li>• Furthermore, subdivision applications on land located within 800m of any provincial highway must meet the requirements of Sections 14 and 15 of the <i>Subdivision and Development Regulation</i>. In cases where these sections are not met, a variance from Alberta Transportation (AT) is required. Should AT refuse to grant such a variance, MPC must refuse</li> </ul>

the application. It is proposed that in these cases, the Manager of Current Planning & Development Services be the Subdivision Authority as well.

- If Council supports the proposed amendment, subdivision applications will still be processed as normal. In cases where an application does not conform to the provisions of an applicable statutory plan or meets with AT's support, the planning officer will prepare a report for the Manager of Current Planning & Development Services to refuse the application. Once the decision is made, the applicant will be informed accordingly, including, their option to appeal the decision.
- The third and final amendment being proposed to the Bylaw which amends the authority to extend Conditional Subdivision approvals from the Subdivision Authority to the Manager of Current Planning & Development Services under Section 4.3. As the with adoption of Conditional Subdivision Approval Extension Policy, the authority granted within was to allow Administration to extend an additional one-year time extension to subdivision approvals, if required. Therein Council has set clear direction as to how time extensions are granted. Assigning this authority to the Manager will streamline the process providing a better and quicker level of service to our customers.

External Communication

- No external communication was completed nor is it required.

Relevant Policy/Legislation/Practices:

*Municipal Government Act*, R.S.A. 2000 C.M-26, authorizes Council to establish and amend Bylaws.

**Implication**

Strategic Alignment:

Sturgeon County Strategic Plan 2012 - 2021

**Focus Area: Operational Excellence**

**Goal 6.1.2** Sturgeon County has streamlined operational processes, through standardization and continuous improvement.

**Goal 6.1.3** Sturgeon County has policies, operating systems and practices that support effective engagement and professional interaction with stakeholders.

Organizational:

The amendment will streamline the application process and create efficiencies for both the applicant and the MPC.

Financial:

Not applicable.

**Alternatives Considered**

Council could choose to not approve the proposed bylaw leaving the Subdivision Authority in its current form or Council could refer the bylaw back to Administration for refinement.

<b>Implications of Alternatives</b>	<u>Strategic Alignment:</u> Not supporting approval of the proposed amendment will maintain the status quo and does not improve Operational Excellence Goal 6.1.2: where Sturgeon County seeks to streamline operational processes, through standardization and continuous improvement, per Strategic Plan.  <u>Organizational:</u> The status quo will remain.  <u>Financial:</u> Not applicable.
<b>Follow up Action</b>	Administration to implement the amendment.
<b>Attachment(s)</b>	<ol style="list-style-type: none"> <li>1. Bylaw 1376/16</li> <li>2. Bylaw 1339/14 Subdivision Authority</li> </ol>
<b>Report Reviewed by:</b>	 Clayton Kittlitz, Manager Current Planning & Development Services   Stephane Labonne, General Manager of Integrated Growth   Peter Tarnawsky, County Commissioner – CAO

## Strategic Alignment Checklist

**Vision:** Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.

**Mission:** Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.

Focus Areas	Not consistent	N/A	Consistent
<b>Strong Local Governance and Regional Leadership</b>			
<i>We promote consistent and accountable leadership through collaborative and transparent processes ( Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Consistent with neighborhood role (see MDP), master plans,, policies</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Considers fiscal stability and sustainability</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Has a positive impact on regional and sub-regional cooperation</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Respect the Natural Environment</b>			
<i>We acknowledge the importance of a healthy environment and will minimize and monitor our impact on ecosystems ( Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Compliance with Provincial and Federal regulations and/or legislation</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Ensure effective environmental risk management</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Community Identity &amp; Spirit</b>			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan, (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Promotes and/or enhances residents' identification with Sturgeon County</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Enhances service provision through community partnerships</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Supports Sturgeon County's cultural history</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Planned Growth and Prosperity</b>			
<i>We encourage varied and integrated enterprises that enhance our strong economic base, while balancing the needs of the community and natural environment. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Does the proposal align with the Integrated Regional Growth Strategy (map/policies) pg. 26 MDP</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Considers cumulative costs and long-term funding implications</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Targets growth around current or planned infrastructure</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Maintain and Enhance Strong Communities</b>			
<i>We are committed to a safe, secure community, where our residents are respected and provided with access to opportunities. (Strategic Plan, pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Positive impact on residents' quality of life</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Supports and promotes volunteer efforts</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Provides programs and services that are accessible to all residents</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Operational Excellence</b>			
<i>We have the organizational capability to deliver consistent and defined levels of service to all stakeholders in a professional, efficient, and cost effective manner</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Staff have the knowledge, skills, resources and capability to perform their jobs</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Streamlines operational processes and policies</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Promotes engagement and professional interaction with stakeholders</i></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> <li>• <i>Considers a cost-structure which allows Sturgeon County to remain competitive within a regional, national and global context</i></li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>