




Request for Decision

Title	Residential Lot Grading Policy
Proposed Motion	That Council approve the Residential Lot Grading Policy as amended.
Administrative Recommendation	That Council approve the Residential Lot Grading Policy as amended, thereby rescinding the previous version of the policy.
Previous Council Direction	June 26, 2012 – Motion 242/12: That County Council approves the implementation of Policy DEV-GRA-1 Lot Grading, for any Residential multi-lot development where a storm water management plan exists in Sturgeon County.
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> The existing policy and procedure for Lot Grading (DEV-GRA-1) was approved in June 2012. Since that time, the effectiveness of the County's lot grading processes has been monitored to identify opportunities for improvement. Administration has identified an opportunity to enhance our residential lot grading procedures to more proactively inspect individual lot grading at earlier stages of development. This will enable earlier intervention where lot grading does not meet design standards, ultimately benefitting the applicant (much less cost to remediate) and the surrounding lot owners (integrated and aligned lot grading ensuring well-functioning drainage in multi-lot residential subdivisions). Administration has updated the Residential Lot Grading Procedure to reflect these improvements and is seeking Council approval to update our Residential Lot Grading Policy to maintain consistency with the procedural changes. Administration drafted a new policy and procedure during the last six months of 2018. This entailed doing research of the policies other municipalities in the Edmonton region have in place and capturing those processes that appeared to be effective. Staff also met with the Manager of Building Inspection Services, City of St. Albert to review the drafts of both documents. With the final drafts completed, staff also circulated both documents to those developers and builders (nine in total) that have built two or more dwellings in the County in the last three years on land zoned residential. No input was received by the deadline.

	<ul style="list-style-type: none"> • The proposed policy and procedure provide for the following: <ul style="list-style-type: none"> ○ A much more specific policy statement incorporating all lands zoned under Part 12 of the Land Use Bylaw (LUB) as well as multi-lot infill subdivisions. ○ Defining the terminology used. ○ Distinguishing between the land developer, home builder and property owner – i.e., the three entities involved in the development process with each having separate responsibilities. ○ Distinguishing between storm water management plan, lot grading plan and plot plan – i.e., the separate documents that accompany the development process. ○ Policy (and procedure) allows for dealing with the grading of infill subdivisions as well. ○ Assigning responsibility to the Safety Codes Inspection Agency to undertake inspections at multiple earlier stages of grading to verify compliance. ○ Standardizing terminology (and matching Industry’s terminology). • The proposed policy and procedure have been drafted to be implemented on a go-forward basis. Existing grading issues will continue to be dealt with on a case-by-case basis. • Once the policy (and procedure) are in place, staff will be more consistent and effective in ensuring that residential lot grading occurs as planned for and during the full term it takes for a subdivision to be fully built out. <p><u>External Communication</u></p> <ul style="list-style-type: none"> • With the final drafts completed, staff also circulated both documents to those developers and builders (nine in total) that have built two or more dwellings in the County in the last three years. No input was received by the deadline. • Superior Safety Codes has undertaken to implement the policy (when approved) this year, and they were consulted during the drafting of the policy. • The Manager of Building Inspection Services, City of St. Albert reviewed the last drafts of both documents and sat down with staff to review his input. <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none"> • Lot Grading Policy DEV-GRA-1 (See copy attached)
<p>Implication of Administrative Recommendation</p>	<p><u>Strategic Alignment:</u></p> <p>Planned Growth and Prosperity</p> <p>Goal 1.3 Sturgeon County manages growth for current and future developments</p> <p>1.3.2 Transparent and consistent bylaws, policies and processes that enable responsible land development in the County.</p>

	<p>Strong Local and Regional Governance</p> <p>Goal 3.1 Sturgeon County provides effective leadership and management</p> <p>3.1.1 Bylaws and policies align with the Strategic Plan and provide clarity for consistent Council decision-making and Administration implementation.</p> <p><u>Organizational:</u></p> <p>The new policy will provide more transparency and guidance to the public as well as Administration in administering the correct grading of residential lots.</p> <p><u>Financial:</u></p> <p>The successful implementation of the policy and procedure should prevent future deficiencies and costly projects for the County to correct drainage issues.</p>
Alternatives Considered	Council may decide not to approve the amended Residential Lot Grading Policy, with the existing policy continuing to be in effect.
Implications of Alternatives	<p><u>Strategic Alignment:</u></p> <ul style="list-style-type: none"> Shortcomings with the existing policy and procedure will remain and the opportunity to improve and streamline operational processes will be missed. <p><u>Organizational:</u></p> <ul style="list-style-type: none"> Administration will continue to follow the existing policy DEV-GRA-1. <p><u>Financial:</u></p> <ul style="list-style-type: none"> Status quo will remain.
Follow up Action	Inform Superior Safety Codes of new policy and implement policy in the 2019 building season.
Attachment(s)	<ol style="list-style-type: none"> Existing Lot Grading Policy DEV-GRA-1 Draft Amended Residential Lot Grading Policy
Report Reviewed by:	<p> Colin Krywiak, Manager, Current Planning and Development</p> <p> Collin Steffes, General Manager, Integrated Growth</p> <p> Reegan McCullough, County Commissioner - CAO</p>

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
Planned Growth and Prosperity			
<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 and MDP pg. 36)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports a strong thriving business environment to strengthen our economic foundation</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Plans for responsible growth through the MDP and regional growth plan.</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Manages growth for current and future developments through:</i> <ul style="list-style-type: none"> ○ <i>transparent bylaws, policies and processes to enable responsible land development</i> ○ <i>targeting growth around existing and identified future growth areas</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintain and Enhance Strong Communities			
<i>We are committed to a safe and viable community, where our residents are provided with access to opportunities and quality of life. (Strategic Plan and pg. 27 MDP)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides access to programs and services that have a positive impact on residents' quality of life</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides access to safe and reliable infrastructure assets</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports the safety of people and property</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strong Local and Regional Governance			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan and pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides effective leadership and management consistent with Strategic Plan, MDP, master plans, bylaws, policies, community engagement</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers fiscal stability and sustainability</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Fosters collaborative intergovernmental partnerships</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Community Identity & Spirit			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan and MDP pg. 27)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Promotes and/or enhances residents' identification with Sturgeon County</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Support and/or collaborate with voluntary organizations in the region</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Environmental Stewardship			
<i>We foster a healthy environment and minimize our impact on ecosystems. (Strategic Plan and MDP pg. 27)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Plans and partnerships that minimize environmental impact on natural areas</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides awareness of environmental issues impacting the County</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>