

VILLAGE OF HAY LAKES

BYLAW NO. 01-2020

BYLAW NO. 01-2020 A Bylaw of the Village of Hay Lakes, in the Province of Alberta, for the purpose of adopting a Municipal Development Plan, pursuant to the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 and amendments thereto.

WHEREAS The Council of the Village of Hay Lakes desires to establish long-term community planning and development goals that support the community vision for growth;

AND WHEREAS Section 632 of the *Municipal Government Act* provides that every council of a municipality must by bylaw adopt a municipal development plan.

NOW THEREFORE The Council of the Village of Hay Lakes, in the Province of Alberta, adopts the Village of Hay Lakes Municipal Development Plan, being the document attached hereto.

AND THEREFORE Bylaw No. 01-2020 comes into force and effect on the date of final passing thereof.

RECEIVED FIRST READING THIS
13th DAY OF JANUARY, A.D. 2020
IN THE VILLAGE OF HAY LAKES, IN THE
PROVINCE OF ALBERTA

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

RECEIVED SECOND READING THIS
16th DAY OF MARCH, A.D. 2020
IN THE VILLAGE OF HAY LAKES, IN THE
PROVINCE OF ALBERTA

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

RECEIVED THIRD AND FINAL READING
THIS **16th DAY OF MARCH, A.D. 2020**
IN THE VILLAGE OF HAY LAKES, IN THE
PROVINCE OF ALBERTA

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MAYOR

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CHIEF ADMINISTRATIVE OFFICER

Village of Hay Lakes
Municipal Development Plan
Bylaw No. 01-2020
March 2020

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1. COMMUNITY

1.1 Purpose

The overall purpose of the Village of Hay Lakes Municipal Development Plan (MDP) is to establish long term community planning and development goals while fulfilling the legislative requirements of the *Municipal Government Act*. This MDP seeks to:

1. *Establish goals, objectives, and development policies that direct the future physical, social, cultural, environmental, and economic development of the Village;*
2. *Coordinate land use, transportation, utility, and the provision of other services that are necessary to support development in a manner that is sustainable, orderly, complementary, efficient, and consistent with the community vision;*
3. *Promote and enhance the positive relationship with Camrose County.*

The MDP provides a framework that ensures that Hay Lake's priorities and values are considered and reflected in decision making. The MDP is a community bylaw that must support and inform other Village bylaws and plans, including but not limited to the Land Use Bylaw, Area Structure Plans and Council's Strategic Plans and Initiatives. The MDP is a guide for Council when evaluating and deciding upon immediate situations or long-range proposals for the Village.

The MDP fits within a hierarchy of planning legislation in Alberta, as shown in **Figure 1**.

1.2 Context

The Village of Hay Lakes is located immediately north and east of the intersection of Highways 21 and 617, approximately thirty-two (32) kilometres north of the City of Camrose and fifty (50) kilometres southeast of the City of Edmonton, as shown on **Map 1: Village Context**. The Canadian National Railway's Edmonton – Calgary main line forms the western boundary of the Village.

The Village is bounded on the south by Highway 617, on the west by the Canadian National Rail line, and on the east by Range Road 215. The north boundary of the Village extends into NE 6. The lands surrounding the Village are in agricultural production.

The layout of the community is in a slight southwest to northeast direction, extending eastward from the rail line. Hay Lakes is comprised largely of residential development. The commercial core includes a bank, gas station, bottle depot, engraving business, automotive business, two liquor stores, post office, seniors centre, library/community hall, fire hall, school, and church. There are extensive recreation facilities in the northeast corner of the Village comprising arena, curling rink, outdoor ice rink, playground, outdoor riding arena, and ball diamonds with viewing stands. A drainage channel cuts east – west on the south side of the Village. Potable water is supplied to the Village through the Capital Region Southwest Water Services Commission. Wastewater is disposed of through the Village's lagoons, located 1 km east of the Village. **Map 2: Village Features**, illustrates the features described as well as the general land use pattern in Hay Lakes.

Hay Lakes has a population of 495 residents (2016 census) and 203 dwellings (2016 census) predominantly single-family. The population has grown steadily over the past 14 years, from 425 in 2011 and 362 in 2006, showing an annual average growth rate of 2.6 %. Looking to the future, if the Village's population growth over the next fifteen (15) years continues at historic rates, 670 people could be living in Hay Lakes in 2035, resulting in the need for Village expansion, additional land development, and the expansion of services – utilities, protective, social, and commercial. Village Council has prioritized a growth strategy to accommodate a population of 1,000 in the foreseeable future.

1.3 Vision

This MDP presents the community's development vision for the coming decades. The Plan is intended to be regularly reviewed and evaluated by Village Council and the community to ensure consistency with community priorities, applicable legislation, Village policies and community requirements. The Village is currently looking to meet the service levels and quality of life for current residents while preparing for future growth. Given this, Council has indicated that the Vision is:

A highly livable community focused on smart growth.

1.4 Implementation

This MDP will be adopted in accordance with the requirements of the *Municipal Government Act*. The Plan will be instrumental in guiding decision making of the Village, including the determination of development priorities, and allocation of funding. The MDP should be reviewed at least every five (5) years to reflect changes in the community and to ensure that local objectives are still relevant.

A review of the Village Land Use Bylaw following the adoption of the MDP is recommended to ensure alignment of Village planning documents as required by the *Municipal Government Act*.

Future annexations will be in accordance with the Intermunicipal Development Plan between the Village of Hay Lakes and Camrose County as shown on **Map 4: Future Annexation Area**.

2. LAND USE CONCEPT and POLICIES

2.1 General

Goals

- 2.1.1 To ensure the orderly, complementary, contiguous, and efficient development within the Village.

Policies

- 2.1.2 Land development shall occur in general conformance with **Map 3: Future Land Use**. The map identifies the location of major land use categories and the location of major roads.
- 2.1.3 Existing development along with development constraints and developable land areas are depicted on **Map 3: Future Land Use**.
- 2.1.4 All development proposals resulting in the creation of more than three (3) lots or requiring the installation of municipal servicing or other infrastructure, or where development is proposed to be phased, shall require the preparation and adoption of an Area Structure Plan (ASP), in accordance with the *Municipal Government Act*, prior to subdivision approval.
- 2.1.5 An Area Structure Plan is a statutory plan that provides an overview of the intended development, proposed uses, configuration of servicing and storm water management, and dedication of public open space, amongst other items. An ASP shall at a minimum address the following:
 - a. Land Use, including proposed Land Use Districts;
 - b. Indication of existing development constraints, including the identification of lands to be designated as Environmental Reserve;
 - c. Identification of proposed public open space as Municipal Reserve and linkages to existing community facilities;
 - d. Proposed servicing for water, sanitary sewer, fire protection, and shallow utilities;
 - e. Proposed roadways, including specifications for road construction, curb, sidewalks, street lighting, etc.; and,
 - f. Proposed general drainage and any required on-site retention facilities.
- 2.1.6 All adopted statutory plans shall adhere to this MDP. The Land Use Bylaw and any non-statutory plans and policies adopted by Council shall be consistent with this MDP.
- 2.1.7 A high level of quality and aesthetic appeal will be encouraged in all development and redevelopment that occurs in Hay Lakes.
- 2.1.8 All development and/or subdivision proposals should start from the premise of compliance with the requirements of this MDP.
- 2.1.9 As part of any annexation process an Area Structure Plan will be prepared in accordance with Section 2.1.5, and any such ASP shall show how the annexed lands are to be integrated into the Village's existing urban layout.

- 2.1.10 Development and/or subdivision proposals that do not comply with the goals and policies of this plan will be evaluated on their individual merits. The Village may or may not consider amending this MDP to accommodate proposals.
- 2.1.11 The Village will consider the following matters when reviewing proposed developments and/or amendments to the MDP and/or Land Use Bylaw:
- a. The goals and policies of this and other applicable statutory and non-statutory plans and policies adopted by Council;
 - b. Public opinion;
 - c. Physical characteristics of the subject and adjacent lands;
 - d. Surrounding land uses;
 - e. Availability of and possible impacts on public and private utilities;
 - f. Access to and possible impact on transportation systems; and
 - g. The overall design, appearance, and fit of the proposal.
- 2.1.12 Appropriate development standards for various land uses relating to landscaping, signage, parking, building setbacks and other relevant standards shall be administered through the Land Use Bylaw.
- 2.1.13 Public safety and health requirements shall guide all development. The Village shall ensure that emergency and responsiveness plans are current and reflect changes in land use or activities.

Legislated Setbacks

- 2.1.14 As per the *Subdivision and Development Regulation*, pursuant to the *Municipal Government Act*, no development and/or subdivision of a school, hospital, food establishment or residential use shall be approved within 300 m of the working area of a wastewater treatment facility or waste transfer station without written consent of the appropriate provincial department.
- 2.1.15 As per the *Subdivision and Development Regulation*, pursuant to the *Municipal Government Act*, no development and/or subdivision resulting in the creation of a permanent dwelling shall be approved within 100 meters of an Oil or Gas Well, unless approved by the Alberta Energy Regulator.

Reserve Lands

- 2.1.16 As detailed by the policies below, upon the subdivision of land, the Village will require the provision of reserves, in the form of land, money, or a combination thereof, to the maximum amount provided for in the *Municipal Government Act*.
- 2.1.17 Reserve dedication may be deferred to subsequent stages where development is phased, and adequate reserves have been identified in an Area Structure Plan.

2.2 Residential

Goals

- 2.2.1 To facilitate the provision of a range of housing options which meet the needs of the community.
- 2.2.2 To encourage aesthetically pleasing residential development.
- 2.2.3 To minimize potential land use conflicts between residential and non-residential uses.

Policies

- 2.2.4 **Map 3: Future Land Use** identifies land use zones for future residential areas.
- 2.2.5 The Village currently has space for residential redevelopment and expansion based on projected growth rates for the near term. Infill development of vacant or underutilized parcels shall be encouraged. The following vacant lands are available for future residential development:
 - Vacant land south of Main Street, east of 4th Avenue South
 - Vacant land north of 2nd Street North, between Railway Avenue and 2nd Avenue North
- 2.2.6 The Village will promote compact community development and the utilization of existing services through the support of residential infill and redevelopment. This type of development allows for the increase of Village population without the immediate need for new and costly service installations and associated long-term maintenance costs.
- 2.2.7 The Village will consider and encourage alternative housing forms to provide a range of housing options in the community, and possibly unique housing options in the region. This may be achieved by considering alternate lot configurations, 're-subdivision' of existing parcels to accommodate new residential uses, incorporating secondary suites, or other forms of housing.
- 2.2.8 Home occupations are encouraged as a means of supporting the development of local businesses, provided they do not detract from the amenities and enjoyment of the surrounding neighbourhood. Specific standards and requirements for home occupations will be governed by the Village Land Use Bylaw.
- 2.2.9 In residential areas, upon subdivision, reserves shall be provided in the form of land to provide adequate buffering, open spaces, and land for public facilities.

2.3 Commercial and Industrial

Goals

- 2.3.1 To provide the opportunity for commercial and industrial activities.
- 2.3.2 To encourage aesthetically pleasing and functional commercial development.
- 2.3.3 To minimize potential land use conflicts.
- 2.3.4 To increase and diversify the Village tax base.

Policies: Commercial

- 2.3.5 The Village Land Use Bylaw identifies current and future commercial areas.
- 2.3.6 The Village encourages the infilling of lots on Main Street west of 2nd Avenue and the west side of Railway Avenue for commercial uses.
- 2.3.7 The Village encourages building designs and layouts that allow for a mix of commercial and residential uses on the same site and in the same building.
- 2.3.8 New businesses are encouraged to locate in the existing commercial area through the redevelopment of existing underutilized or vacant buildings and properties. An Area Structure Plan will be required for any new commercial areas.
- 2.3.9 The Land Use Bylaw will articulate the use and design criteria to reflect a mix of residential and commercial uses.
- 2.3.10 In new commercial areas, reserves resulting from subdivision may be provided in the form of lands or money, depending on the requirements for buffering and public spaces.
- 2.3.11 For any new commercial proposal, the Village will require a professional Environmental Impact Assessment (EIA) to be completed.

Policies: Industrial

- 2.3.12 The Village will consider allowing industrial uses and buildings in the community, such as in the area adjacent to Highway 617.
- 2.3.13 An Area Structure Plan will be required for any new industrial area.
- 2.3.14 The Village will consider smaller home occupation industrial uses on a site-specific basis. Any such proposals will be evaluated based on the following factors:
 - a. The goals and policies of this and other applicable statutory and non-statutory plans and policies adopted by Council;
 - b. Public opinion of the community in general and, particularly, of the neighbouring residents;
 - c. The physical characteristics of the existing or proposed site and/or building;
 - d. The requirements of the proposal regarding: access, traffic generation, parking, noise, storage, fire safety, vibration, light, security, and hours of operation;
 - e. Availability of and requirements for public and private utilities;
 - f. Surrounding land uses;
 - g. The design appearance of the proposal; and,

h. The overall fit of the proposal to the site and the location within the Village.

2.3.15 For any new industrial proposal, the Village will require a professional Environmental Impact Assessment (EIA) to be completed.

2.4 Cultural, Recreation, Parks, and Open Space

Goals

2.4.1 To promote the provision of high quality parks and open space within the Village.

2.4.2 To support and enhance the existing mix of recreation facilities in the Village.

2.4.3 To promote and maintain the existing cultural facilities within the Village.

2.4.4 To utilize this mix of cultural and recreation facilities as an economic benefit to the community and region.

Policies

2.4.5 As urban expansion occurs, additional public spaces for parks, playgrounds, and recreation and cultural facilities shall be identified along with linkages to existing amenities.

2.4.6 The Village supports the provision of linear green spaces which may be developed as walkways to act as linkages between residential areas, open spaces and community facilities.

2.4.7 New cultural and recreation features and facilities shall be designed for all seasons and to meet the broadest needs of residents, considering such items as: all ages, mobility levels, physical capacities, and sensory limitations.

2.4.8 The additions, alterations and/or renovations to existing cultural and recreation facilities should also take into consideration the needs of residents and outlined in Policy 2.4.7.

2.4.9 The Village supports the existing social, recreation, and cultural facilities and will develop policies and programs to maintain the viability of these community features.

2.5 Agriculture

Goals

- 2.5.1 To support and protect agricultural lands within and adjacent to the Village by directing potential development in a manner that minimizes intrusion and supports compact and contiguous development with the existing community.

Policies

- 2.5.2 Lands in agricultural production within the Village are encouraged to remain in agricultural production until such lands are to be developed in accordance with this Plan.
- 2.5.3 The Village supports the intent of the *Agricultural Operations Practices Act* and similar ‘right to farm’ legislation, which exempts agricultural operations from nuisance claims, provided the agricultural operations follow generally accepted best management practices and comply with the Intermunicipal Development Plan, applicable provincial regulations, and the Village Land Use Bylaw.
- 2.5.4 The Village supports the creation of community gardens on vacant or underutilized lands and may allow such activity in suitable public open spaces.

3. TRANSPORTATION and UTILITIES

3.1 Transportation

Goals

- 3.1.1 To identify and provide for the short and long-term transportation needs of both the Village and surrounding region.
- 3.1.2 To encourage non-vehicle transportation.

Policies

- 3.1.3 Highways and arterial roads are identified in **Map 1: Village Context** and **Map 3: Future Land Use**.
- 3.1.4 Any future development in proximity to Highway 21 and Highway 617 shall be planned in consultation with Alberta Transportation.
- 3.1.5 Any future development in proximity to Range Roads 215 and 215B shall be planned in consultation with Camrose County.
- 3.1.6 As subdivision occurs, lands required for future transportation corridors shall be protected. Additional development setbacks and dedications for future roads may be established in the Land Use Bylaw.
- 3.1.7 Right of way and development requirements for future roads shall be set out in the applicable Village design standards. Where an applicable standard is not available the Village will defer to the closest design standard adopted by adjacent major jurisdictions.
- 3.1.8 The Village supports existing initiatives that provide communal transportation services for Village residents and the larger urban centres in the region.
- 3.1.9 The Village encourages roadway designs that allow for their safe use by cyclists.
- 3.1.10 The Village may establish bylaws requiring off-site levies or other development levies, in accordance with the provisions of the *Municipal Government Act*, to finance the provision of adequate infrastructure services.

3.2 Utilities

Goals

- 3.2.1 To identify and provide for the short and long-term utility needs of the Village.

Policies

- 3.2.2 Development in new areas must be preceded by the provision of utilities and services, or satisfactory arrangements made for their provision.
- 3.2.3 All new development shall connect to the communal water, sewer, and storm water systems within the Village.
- 3.2.4 Alternative and innovative servicing concepts may be considered on new development lands provided that such concepts are designed by a qualified professional.
- 3.2.5 The Village shall protect water resources and manage municipal water supplies by:
- a. Maintaining the existing infrastructure necessary to sustain potable water supply, storage, pumping and distribution.
 - b. Monitoring and protecting the quality of treated water to ensure it meets the Canadian Drinking Water Quality Guidelines through supporting the activities of the Capital Region Southwest Water Services Commission (CRSWSC).
 - c. Adopting demand management and efficiency measures, such as water conservation, to maintain sustainable consumption levels.
 - d. Providing for new and adequately maintaining existing storm water and wastewater collection systems.
 - e. Preserving natural water courses and constructed drainage systems.
 - f. Controlling water pollution through the implementation of dependable, cost effective and environmentally responsible best practices such as low impact development.
 - g. Working with other levels of government, Camrose County, academic institutions and non-governmental organizations to explore opportunities to minimize impacts on natural ecosystems.
- 3.2.6 The Village supports, whenever possible, the protection of regionally and locally significant utilities from incompatible development.
- 3.2.7 Best management practices for storm water management shall be required in the Village. The release of storm water run-off from any development shall be designed and managed in accordance with Alberta Environment and Parks requirements.
- 3.2.8 The Village will develop a multi-year capital plan for infrastructure maintenance, expansion, and replacement.

4. ECONOMIC DEVELOPMENT

4.1 Economic Development

Goals

- 4.1.1 To encourage the economic vitality, viability, and sustainability of the local and regional economy.

Policies

- 4.1.2 The Village shall work to ensure that a strong and stable diversified local economy exists within the broader regional economy by supporting and directing development to appropriate areas.
- 4.1.3 The Village encourages and supports private economic development initiatives that benefit the community.
- 4.1.4 The Village supports, wherever possible, joint economic development initiatives with Camrose County and other municipalities in the region.

5. ENVIRONMENT and SUSTAINABILITY

5.1 Environment

Goals

- 5.1.1 To identify, protect and preserve existing natural areas.
- 5.1.2 To ensure that development does not unduly impact the natural environment.

Policies

- 5.1.3 The Village will promote environmental stewardship and the health of the regional ecosystem, watershed and environmentally sensitive areas within the Village.
- 5.1.4 Where appropriate, the Village will require the provision of Environmental reserves at the time of subdivision to the maximum amount provided for in the *Municipal Government Act*.
- 5.1.5 The Village may require environmental studies at the time of an Area Structure Plan, subdivision or development permit application including but not limited to environmental screening, environmental site assessment, historical resource overview, biophysical study, geotechnical study, environmental impact assessment, and top of bank survey.
- 5.1.6 Minimum setbacks from any identified water bodies or wetlands, as regulated by the Province or the Land Use Bylaw, shall be applied to all proposals adjacent to natural areas.
- 5.1.7 The Village supports the reduction of greenhouse gas emissions by:
 - a. Encouraging the installation of energy efficient or renewable energy systems on homes and businesses, provided that the installation does not negatively impact the amenities of the neighbourhood.
 - b. Encouraging energy efficiency in subdivision design, building practices and home retrofits.
 - c. Cooperating with other levels of government to encourage sustainable practices.
- 5.1.8 The Village will support ongoing cooperation with the Hay Lakes Drainage District #11 to accomplish mutual priorities and needs in conjunction with village growth.

5.2 Sustainability

Goals

- 5.2.1 To improve the Village's economic and social resilience.

Policies

- 5.2.2 The Village will advocate for provincial partnerships and technical assistance to deliver community services and programs for sustainable community development.
- 5.2.3 The site design of new buildings and subdivisions should take into consideration crime prevention through environmental design principles.
- 5.2.4 Council will maintain strong communications with local partners – Camrose County, Battle River School Division, Alberta Transportation, Alberta Environment and Parks, etc. to ensure that these organizations are aware of the needs and requirements of the Village.

6. CULTURE and SOCIETY

6.1 Community Facilities

Goals

- 6.1.1 To provide community facilities that will enhance the community services associated with the social, cultural, educational and recreational needs of the citizens of Hay Lakes.
- 6.1.2 To ensure that community services are provided in a timely and efficient manner.

Policies

- 6.1.3 Local playgrounds should be provided in residential developments as part of the municipal reserve dedication resulting from subdivision. Wherever possible these parks should be linked via pedestrian walkways.
- 6.1.4 Public and quasi-public uses, such as nursing homes, group homes, churches and community centres, will be allowed in residential areas. Additional building design, buffering and landscaping may be required to minimize any negative impact to neighbouring properties.
- 6.1.5 The Village supports the preservation, wherever possible, of Hay Lakes' historical buildings and spaces.
- 6.1.6 The Village encourages cooperation between regional municipalities, agencies and community groups in the sharing of facilities and resources.

6.2 Municipal Services

Goals

- 6.2.1 To ensure municipal services are provided in a timely and efficient manner.
- 6.2.2 To undertake cooperative planning and servicing with Camrose County and other regional municipalities.

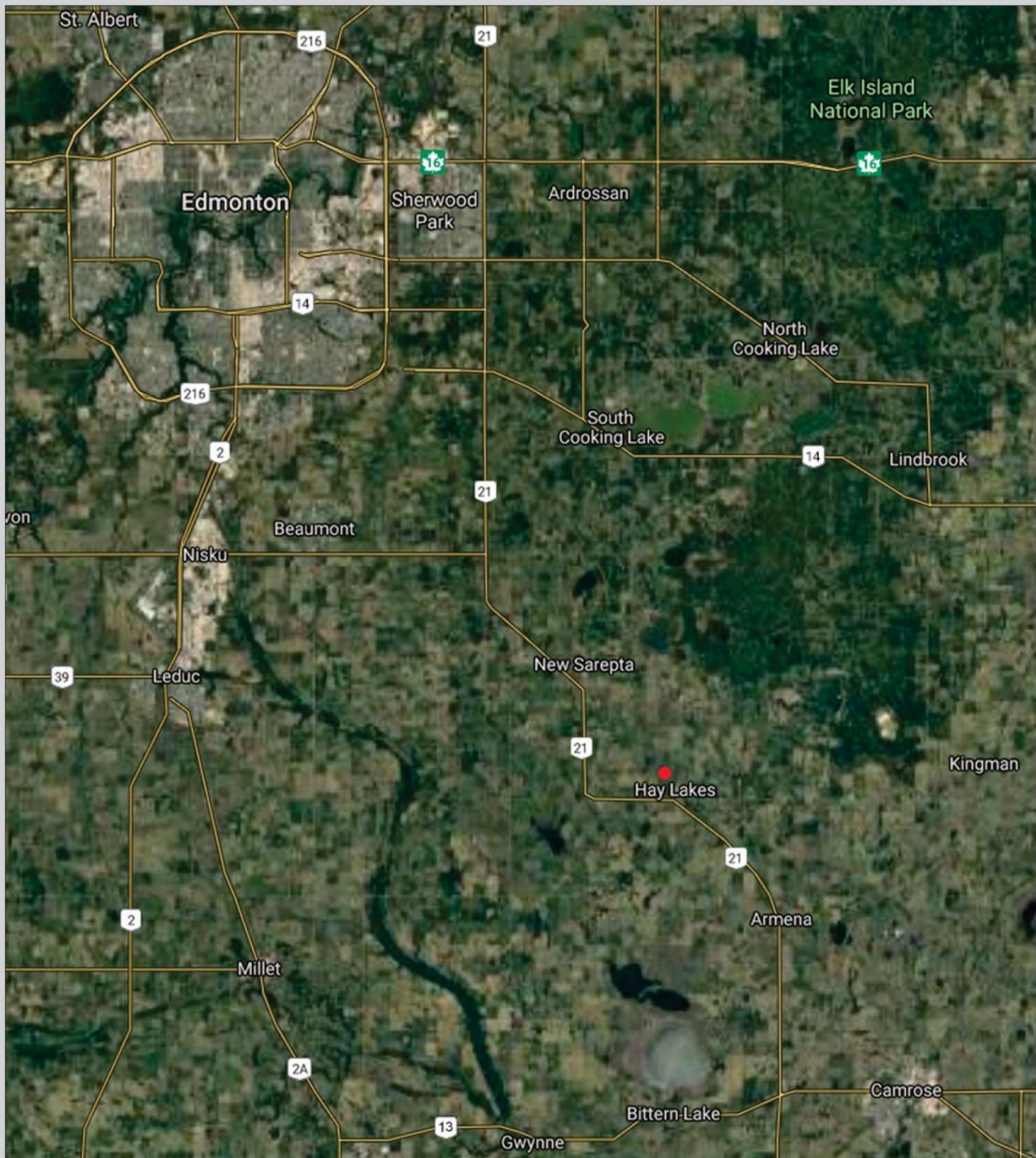
Policies

- 6.2.3 Development and services should occur in a manner that minimizes the financial burden and risk for the citizens and property owners of Hay Lakes while maintaining the Village's fiscal health.
- 6.2.4 The Village shall maintain an effective Intermunicipal Collaboration Framework and Intermunicipal Development Plan addressing issues of mutual concern.

- 6.2.5 Village residents should, wherever possible, be provided with adequate, timely and efficient protective services that are within the corporate capacity of the Village.
- 6.2.6 Village residents should, wherever possible, be provided with adequate, timely and efficient public services that are within the corporate capacity of the Village.
- 6.2.7 Village residents should, wherever possible, be provided with adequate social programs and services that enhance the social well-being of individuals, families and the community that are within the corporate capacity of the Village.
- 6.2.8 The Village may promote the transfer of operating costs of services and community facilities from the general tax base to users.

7. MAPS

Map 1: Village Context

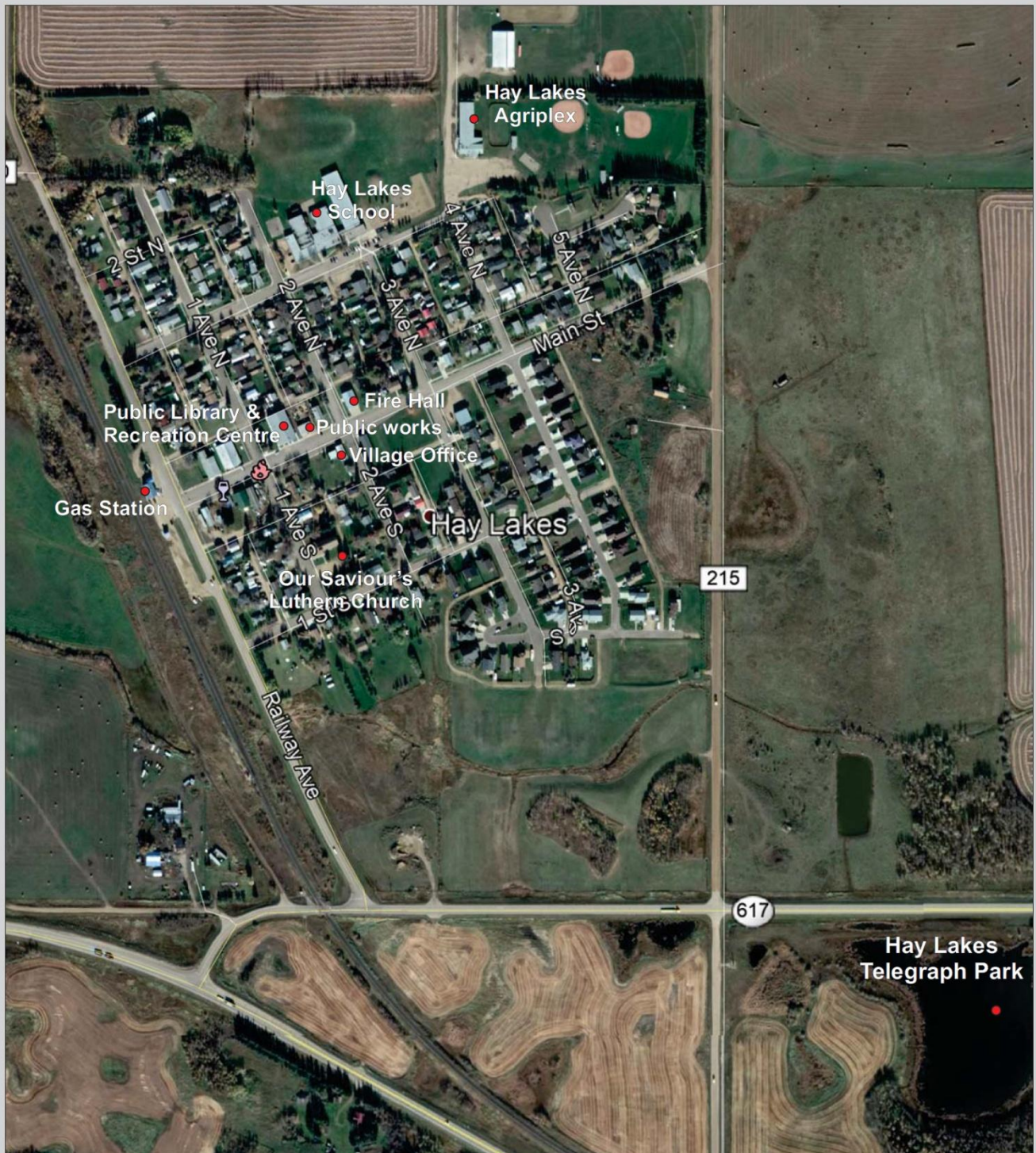


Village Context

Map data adapted from Google Maps, 2020



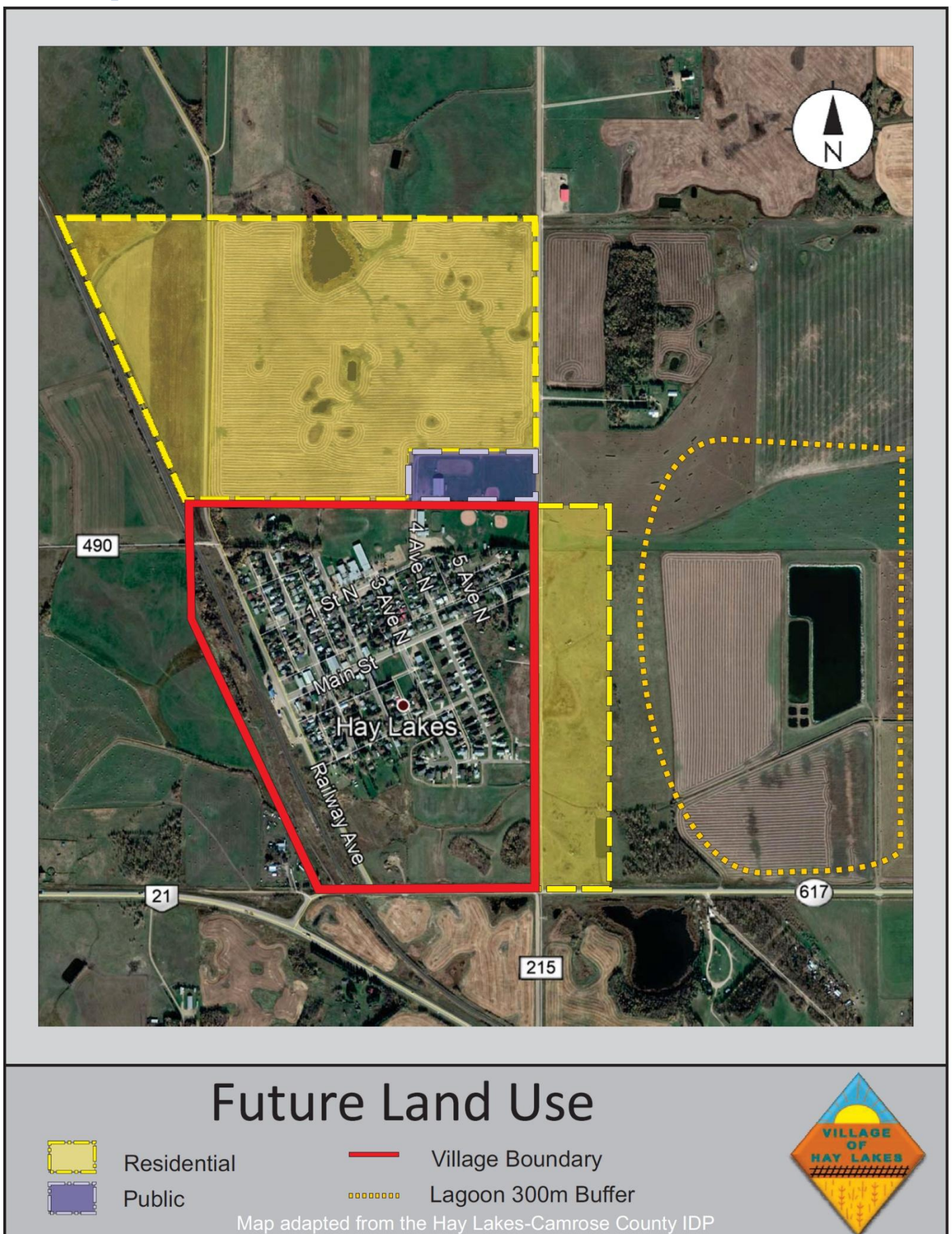
Map 2: Village Features



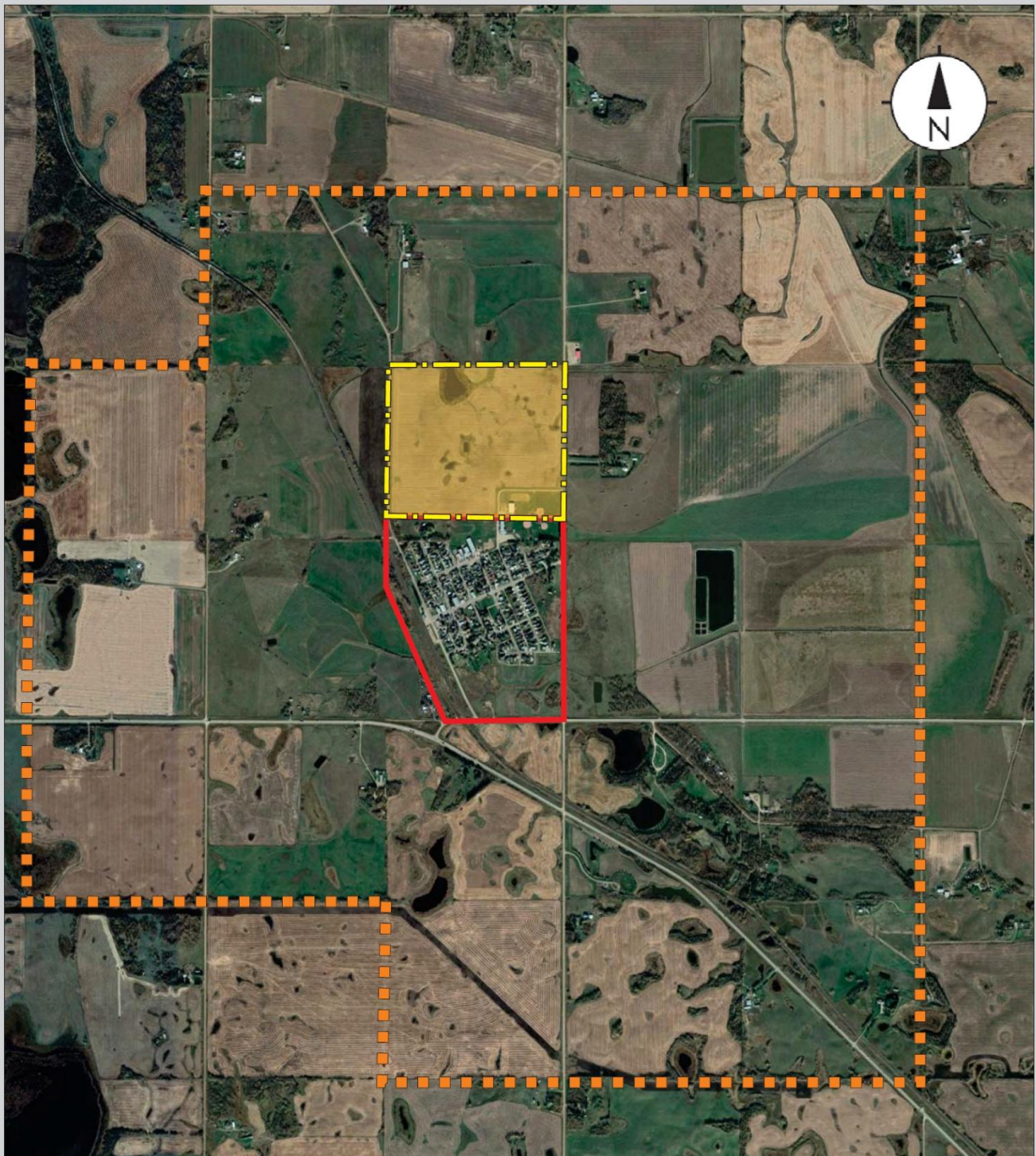
Village Features



Map 3: Future Land Use



Map 4: Future Annexation Area



Future Annexation Area



Future Annexation



Intermunicipal Development Plan Area



Village Boundary

Map adapted from the Hay Lakes-Camrose County IDP



Map 5: Environmental map



Environmental Map



Figure 1: Hierarchy of planning legislation in Alberta

Planning Hierarchy in Alberta

