

ALBERTA BEACH COUNCIL
ROUND TABLE MEETING
BEING HELD IN THE ALBERTA BEACH COUNCIL CHAMBERS
AND BEING HELD ELECTRONICALLY VIA ZOOM
TUESDAY, DECEMBER 12, 2023 AT 5:30 P.M.

AGENDA

- p. 2-19 1. Paul Hanlan, Development Officer – Amendments to Land Use Bylaw #252-17
- p. 20-23 2. Policy Review – General Village Policy G.3.5 Snow & Ice Control Policy
- 3. Patrol Survey
- 4.
- 5.
- 6.



“Roundtable” Discussion – Village of Alberta Beach Amendments to Land Use Bylaw 252-17

December 12th, 2023

Prepared by: Development Officer

Background

Alberta Beach Land Use Bylaw No. 252-17 was fully consolidated September 19, 2017. Since this consolidation further amendments have been approved by Village Council – including:

- Cannabis regulations (including production and retail), and
- Accessory Structure – Height (specifically to possibly allow 2 story detached garages)

It is understood that a regional initiative through an Alberta Community Partnership (ACP) Grant may be utilized in the coming years to complete a full rewrite of Village’s Land Use Bylaw (LUB). Regardless, and as a full rewrite would not result in a fully rewritten LUB being adopted for three (3) or more years, Administration is recommending consideration of the amendments set forth in Table 1 of this memo as an interim measure to address identified issues.

As per Section 2.4 of the LUB “Amendments of the Land Use Bylaw” – the Council on its own initiative may give first reading to a bylaw to amend the Land Use Bylaw.

Discussion

Administration recommends twelve (12) amendments **(shown in the following table in red font)** for primarily the following two reasons:

1. *Recent changes to the Municipal Government Act*
 - Regarding “Notification Requirements” for Discretionary approvals made by the Development Authority (whether the Development Officer of Municipal Development Commission).
 - Current LUB was compliant with the Act (14 Notification Days PLUS 7 Days for mail).
 - Proposed amendments (21 Notification Days PLUS 7 Days for mail) would properly align the Village’s LUB with the Act.
 - These extended Notification requirements would only apply to decisions on Discretionary Uses. Not for decisions on Permitted Uses.
 - Development Authority would continue to require property posting (Notification) for Permitted Uses – but – with a reduced notification period. The current LUB does not specify a length of time for the notification of Permitted Uses. Neither does the Act.
 - However, they do provide for the posting of the property as an acceptable method of notifying the community.
2. *Cost of new construction and redevelopment opportunities for properties in the Village*
 - Cost of construction has increased substantially over the past 24-36 months and has discouraged redeveloped and investment in the community.
 - Relaxed residential (re)development regulations in the LUB are believed would address these cost concerns and encourage a return to investment in the Village.

- Three (3) amendment types are proposed to improve construction affordability:
 - 1 Reduce minimum floor area of residential development from 94 M2 (1,000 FT2) to 74.3 M2 (800 FT2).
 - a. 20% reduction in required habitable floor area.
 - b. Estimated 15% reduction in cost of new construction or additions.
 - 2 Increase the maximum width to depth ratio from 2.0 : 1.0 to 3.0 : 1.0 for all premanufactured and site built homes.
 - a. Will decrease purchase – and delivery – costs for manufactured homes.
 - b. Provides greater flexibility for the design/construction of site-built homes.
 - 3 Increase the permissible age of relocated structures (moved into the Village) from an original construction date of 5 years old to now 20 years old.
 - a. Provides greater flexibility to consider the relocation of residential structures up to 20 years old (from original date of constructure/manufacture)
 - b. Proposed to increase age of relocated structures by 15 years.

Table 1 – Summary of proposed Land Use Bylaw amendments

Section 1.9 “Definitions and Meanings” (pages 21 and 22)			
Manufactured Home Sub. d)	Currently: Have a minimum length width ratio (or width length ratio) of 2:1	Amend to: Have a minimum length to width ratio (or width to length ratio) of 3:1	Reduce cost Reduce delivery and set up costs Encourage redevelopment
Manufactured Home Sub. f)	Currently: “constructed after January 1, 1996”	Amend to: Construction date no older than as established in Sec. 4.7 1) of this Bylaw.	Control the age of used Manufactured Homes. While allowing certain Manufactured Homes to be placed
Mobile Home	Entire definition	Delete this definition	No longer required Type of housing is oo old
Modular Home	Currently: Have a minimum length width ratio (or width length ratio) of 2:1	Amend to: Have a minimum length to width ratio (or width to length ratio) of 3:1	Reduce cost Reduce delivery and set up Encourage redevelopment
Section 3.6 Development Permits and Notices (page 45)			
Sub. 1	Currently: The Development Authority shall require, as a condition of a permit granted for a Discretionary Use, that the applicant display for no less than fourteen (14) days after the permit is issued.....	Amend to read: The Development Authority shall require, as a condition of a permit granted for a Discretionary Use, that the applicant display for no less than twenty-one (21) days after the permit is issued.....	As per recent changes to the MGA Specifically for notification of Discretionary Uses. Village also posts notification for approval of Permitted Uses

Sub. 2(a)	Currently: after the twenty-first (21) day of the date of the issue of the Notice of Decision by the Development Officer on the application for development permit..... (14-day appeal period and 7 days for mailing in the province)	Amend to read: after the twenty-eight (28) day of the date of the issue of the Notice of Decision by the Development Officer on the application for development permit..... (21-day appeal period and 7 days for mailing in the province)	To bring the Land Use Bylaw into compliance with the MGA
Section 4.7 Relocation of Buildings (page 57)			
Sub 1	Currently: No relocated buildings or moved in buildings shall be allowed within the municipality which is more than five (5) years old from the initial date of manufacture or constructure and to be used as a building.	Amend to: No relocated buildings or moved in buildings shall be allowed within the municipality which is more than twenty (20) years old from the initial date of manufacture or constructure and to be used as a building.	To relax the current five (5) year age restriction on moved structures to twenty (20) years
Section 5.2 – R1 – Residential – Single Family (page 83)			
Sec. 4 b) Minimum Floor Area	Currently: Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 93.0 m2 (1000.0 ft2)	Amend to: Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 74.3 m2 (800.0 ft2)	
Sec. 10 Length to Width Ratio	No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.	Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.	

Section 5.3 R2 – Residential – Single Family Narrow Lot (page 86)			
Sec. 4 b) Minimum Floor Area	Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 93.0 m2 (1000.0 ft2)	Amend to: Where a lot has an area greater than 400.0 m2 (4,305.6 ft2), the minimum floor area shall be 74.3 m2 (800.0 ft2)	
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Section 5.4 R3 – Residential – Single Family – Special Lot (page 89)			
Sec. 10 Length to Width Ratio	No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.	Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.	

Alternatives:

1. Receive this Memo as information and take no further action regarding these matters.
2. Receive this Memo for information and direct Administration what additional information may be required at this time.
3. Receive this Memo for information and direct Administration to prepare an amending bylaw to consider incorporation of the proposed amendments to Land Use Bylaw 252-17

Attachments:

1. Land Use Bylaw 252-17



Proposed LUB amendments.

- **Background**

- Alberta Beach Land Use Bylaw No. 252-17 was fully consolidated September 19, 2017. Since this consolidation further amendments have been approved by Village Council – including:
 - Cannabis regulations (including production and retail), and
 - Accessory Structure – Height (specifically to possibly allow 2 story detached garages)
- It is understood a that a regional initiative through an Alberta Community Partnership (ACP) Grant may be utilized in the coming years to complete a full rewrite of Village's Land Use Bylaw (LUB). Regardless, and as a full rewrite would not result in a fully rewritten LUB being adopted for three (3) or more years.
- Administration is recommending consideration of the certain LUB amendments to address more immediate issues discouraging redevelopment and new residential construction in the Village.



Proposed LUB amendments.

- Issue #1

Recent changes to the *Municipal Government Act*

- Regarding “Notification Requirements” for Discretionary approvals made by the Development Authority (whether the Development Officer of Municipal Development Commission).
- Current LUB is compliant with the Act (14 Notification Days PLUS 7 Days for mail).
- Proposed amendments (21 Notification Days PLUS 7 Days for mail) would properly align the Village’s LUB with the Act.
- These extended Notification requirements would only apply to decisions on Discretionary Uses.



Proposed LUB amendments.

- **Issue #2**

Cost of new construction and redevelopment opportunities for properties in the Village

- Cost of construction has increased substantially over the past 24-36 months and has discouraged investment in new development.
- Relaxed residential (re)development regulations in the LUB should mitigate these cost concerns and encourage a return to investment in the Village.
- The following three (3) amendments are proposed to improve the affordability of construction:



Proposed LUB amendments.

- Issue #2
 - Proposed Amendment #1
1. Reduce minimum floor area of new residential development and redevelopment from 94 M2 (1,000 FT2) to 74.3 M2 (800 FT2).
 - a. 20% reduction in required habitable floor area.
 - b. Estimated 15% reduction in cost of new construction or additions.



Proposed LUB amendments.

- **Issue #2**
 - **Proposed Amendment #2**
1. Increase the maximum width to depth ratio from 2.0 : 1.0 to 3.0 : 1.0 for all premanufactured and site built homes.
 - a. Will decrease the purchase – and delivery – cost for manufactured homes.
 - b. Provides greater flexibility for the design/construction of site-built homes.



Proposed LUB amendments.

- **Issue #2**
 - **Proposed Amendment #3**
3. Increase the permissible age of relocated structures (moved into the Village) from an original construction date of 5 years old to now 20 years old.
- a. Provides greater flexibility to consider the relocation of residential structures up to 20 years old (from original date of construction/manufacture)
 - b. Proposed to increase age of relocated structures by 15 additional years.



Table 1 – Summary of LUB amendments

Section 1.9 "Definitions and Meanings" (pages 21 and 22)			
	Currently:	Amend to:	
Manufactured Home Sub. d)	Have a minimum length width ratio (or width length ratio) of 2:1	Have a minimum length to width ratio (or width to length ratio) of 3:1	Reduce cost Reduce delivery and set up costs Encourage redevelopment
Manufactured Home Sub. f)	Currently: "constructed after January 1, 1996"	Amend to: Construction date no older than as established in Sec. 4.7 1) of this Bylaw.	Control the age of used Manufactured Homes. While allowing certain Manufactured Homes to be placed
Mobile Home	Entire definition	Delete this definition	No longer required Type of housing is too old
Modular Home	Currently: Have a minimum length width ratio (or width length ratio) of 2:1	Amend to: Have a minimum length to width ratio (or width to length ratio) of 3:1	Reduce cost Reduce delivery and set up Encourage redevelopment



Table 1 – Summary of LUB amendments

Section 3.6 Development Permits and Notices (page 45)			
Sub. 1	Currently: The Development Authority shall require, as a condition of a permit granted for a Discretionary Use, that the applicant display for no less than fourteen (14) days after the permit is issued.....	Amend to read: The Development Authority shall require, as a condition of a permit granted for a Discretionary Use, that the applicant display for no less than twenty-one (21) days after the permit is issued.....	As per recent changes to the MGA Specifically for notification of Discretionary Uses. Village also posts notification for approval of Permitted Uses
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Table 1 – Summary of LUB amendments

Section 4.7 Relocation of Buildings (page 57)

Sub 1

Currently:

No relocated buildings or moved in buildings shall be allowed within the municipality which is more than five (5) years old from the initial date of manufacture or construction and to be used as a building.

Amend to:

No relocated buildings or moved in buildings shall be allowed within the municipality which is more than twenty (20) years old from the initial date of manufacture or construction and to be used as a building.

To relax the current five (5) year age restriction on moved structures to twenty (20) years



Table 1 – Summary of LUB amendments

Section 5.2 – R1 – Residential – Single Family (page 83)	
Sec. 4 b) Minimum Floor Area	<p>Currently: Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the minimum floor area shall be 93.0 m² (1000.0 ft²)</p> <p>Amend to: Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the minimum floor area shall be 74.3 m² (800.0 ft²)</p>
Sec. 10 Length to Width Ratio	<p>Currently: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.</p> <p>Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.</p>



Table 1 – Summary of LUB amendments

Section 5.3 R2 – Residential – Single Family Narrow Lot (page 86)	
Sec. 4 b) Minimum Floor Area	<p>Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the minimum floor area shall be 93.0 m² (1000.0 ft²)</p> <p>Amend to: Where a lot has an area greater than 400.0 m² (4,305.6 ft²), the minimum floor area shall be 74.3 m² (800.0 ft²)</p>
Sec. 10 Length to Width Ratio	<p>No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.</p> <p>Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.</p>



Table 1 – Summary of LUB amendments

Section 5.4 R3 – Residential – Single Family – Special Lot (page 89)	
No dwelling in this district shall have a length to width (or width to length) ratio of greater than 2.0 : 1.0.	Amend to: No dwelling in this district shall have a length to width (or width to length) ratio of greater than 3.0 : 1.0.



Proposed LUB amendments.

- Alternatives:
 1. Receive this Memo as information and take no further action regarding these matters.
 2. Receive this Memo for information and direct Administration what additional information may be required at this time.
 3. Receive this Memo for information and direct Administration to prepare an amending bylaw to consider incorporation of the proposed amendments to Land Use Bylaw 252-17



Proposed LUB amendments.

Thank you!

POLICY: G.3.5 SNOW & ICE CONTROL POLICY

1. **Policy Statement:**

Alberta Beach Council will provide direction to standardize the priority and procedure for snow and ice control on municipal roadways and sidewalks.
2. **Purpose:**

To establish standards, procedures, and priorities to effectively and efficiently manage the process of snow and ice control on municipal roadways and sidewalks.
3. **Principles:**
 - a) To ensure public safety;
 - b) To set a policy to provide staff direction for snow and ice control priorities and procedures on roadways and sidewalks; and
 - c) To provide a policy to the public for the awareness of village policy for snow and ice control priorities and procedures on roadways and sidewalks.
4. **Definitions:**
 - a) **Accumulation** - means the total amount of snow that has fallen and remained undisturbed in place, measured from the roadway surface.
 - b) **Alley** - means a narrow highway, lane, street, or roadway intended mainly to give access to the rear of buildings and parcels of land.
 - c) **Boulevard** - means the part of a road allowance that is not roadway and is not specifically adapted to the use of or ordinarily used by pedestrians.
 - d) **CAO** - means the person appointed as the Chief Administrative Officer of Alberta Beach.
 - e) **Council** - the municipal Council of Alberta Beach, in the Province of Alberta.
 - f) **Public Works Department** - means the Public Works Department of Alberta Beach.
 - g) **Roadway** - means the part of a road allowance intended for use by vehicular traffic.
 - h) **Sanding** - means the application of de-icing materials to roadways to improve vehicle traction and promote safe traffic flow.
 - i) **Sidewalk** - means the part of the road allowance that is not for the use of vehicle traffic, is specifically for the use of pedestrian traffic, cyclist, or handicap wheeled conveyances and maybe gravel or hard-surfaced.
 - j) **Snow drifting** - means the deposit of windblown snow on roadways or lanes which makes the passage of vehicular traffic extremely difficult.
 - k) **Snowplowing** - means pushing accumulated snow from the roadway surface either to the sides of the roadway or the center of the roadway to ensure travel lanes are passable to traffic.
 - l) **Street** - means any public thoroughfare for movement of vehicles and pedestrians.
 - m) **Street Storage** - means the on-street storage of plowed snow.
 - n) **Truck Route** - means the highway or roadway so designated for heavy truck traffic.
 - o) **Village** - means the municipal corporation of Alberta Beach.
 - p) **Windrow** - means a continuous ridge of snow running parallel to the road, created from snowplowing operations.
5. **Guidelines:**
 - a) Alberta Beach will take full advantage of the snow storage capacity of roadways and boulevards to minimize the expenditures associated with snow removal.

**ALBERTA BEACH
VILLAGE POLICIES**

POLICY: G.3.5 SNOW & ICE CONTROL POLICY

- b) Although this policy sets out the priorities and procedures for snow and ice control, public works staff may be directed to work in areas requiring immediate attention due to emergency conditions or localized drifting.
- c) The snow and ice control policy aims to provide reasonable winter driving conditions for vehicles that are:
 - i) adequately equipped for winter driving; and
 - ii) are operated in a manner consistent with good driving habits.
- d) It is expected that there will be situations that arise where the immediate demand for snow and ice control services will exceed the available resources. In these situations, accessibility for emergency vehicles will be deemed the greatest priority.
- e) This policy must be kept flexible and should serve as a guideline for snow and ice control within the Village.
- f) Alberta Beach may adjust/alter any section within this policy when an emergency situation and/or when severe weather situations occur.
- g) The Village will consistently endeavor to accomplish the tasks laid out within this policy in the most cost-effective and safe manner, while still maintaining a high level of service.

6. Service Levels:

Level of service standards is established for municipal controlled roadways according to their priority ranking.

- a) Snow plowing and ice operations will begin after accumulations of at least 10.16 centimeters (four inches) of snow or when drifting snow significantly impedes traffic flow.
- b) Should the Public Works Manager consider the road surface unsafe for the traveling public the appropriate action shall be taken as deemed necessary, including the hiring of casual staff or contractors as required.
- c) Snow and ice control operations are primarily conducted Monday through Friday. If deemed necessary by the CAO and/or Public Works Manager due to weather conditions, snow and ice control operations may commence on or continue into the weekend.
- d) Private driveways will not be cleared by Village crews or equipment.
- e) Roadway sanding will occur on the same priority basis as snow plowing.
- f) Service Levels may be impacted by:
 - i) available resources;
 - ii) equipment failures;
 - iii) extreme weather conditions; and
 - iv) budget.
- g) It is to be expected that there will be extreme winter situations where the immediate demand for snow and ice control services will exceed the available resources.

7. The procedure for snow removal and ice control shall be as follows:

- a) Removal or plowing of as much snow or ice as possible shall be done with suitable plowing equipment.
- b) Treatment of remaining snow or ice with buckshot, sand, treated sand, or mixed combination shall be done to achieve good winter driving conditions.
- c) Plowing and de-icing activities shall continue as weather and operational conditions permit.

**ALBERTA BEACH
VILLAGE POLICIES**

POLICY: G.3.5 SNOW & ICE CONTROL POLICY

- 8. Roadway Plowing Priority Ranking:**
Priority for plowing of roads with heavy snowfall shall be as follows:
- a) Emergency Services;
 - b) Truck routes;
 - c) Main arterial roads;
 - d) School Bus Route (46 St & 45 Ave);
 - e) Residential streets;
 - f) Alleys;
 - g) Municipal Parking lots;
 - h) Windrows.
- 9. Roadway Sanding:**
Roadway sanding will occur on the same priority basis as snow plowing. Emphasis will be placed on emergency services, truck routes, important intersections, and other known problem areas.
- 10. Snowfall Accumulation:**
If a snowfall with an accumulation of 10.16 centimeters (4 inches) or more should occur during snow and ice control operations, roadway plowing and sanding operations will start from the beginning of the priority ranking list.
- 11. Sidewalk Snow & Ice Control:**
Snow clearing of sidewalks shall be prioritized as follows:
- a) It shall be the responsibility of the Public Works Department to provide snow and ice control on the municipal sidewalks where there is no residential or commercial property adjacent to the sidewalk.
 - b) The sidewalk ice control shall be by using an approved de-icing solution.
 - c) As per the Alberta Beach Traffic Bylaw, an owner of a property shall ensure the removal of snow and ice on the sidewalk adjacent to the residential or commercial premises including private driveway crossings.
- 12. Windrow Service:**
The Public Works Department will endeavor to keep driveway accesses clear of windrows while performing snow plow procedures however this is not always possible and the following will apply:
- a) Windrow service will only be provided in the priority as shown above under Roadway Plowing Priority Ranking.
 - b) The windrow removal service intends to knock down the windrow and allow for vehicle passage; it is not the intent of the service to provide full clearing and cleaning of the entire width of a driveway, from edge to edge. An approximate depth of 10.16 centimeters (4 inches) of snow will be left to avoid damage to driveways.
 - c) Service will be provided only when the windrow is an accumulated height of 30.48 centimeters (12 inches) or greater.
 - d) No windrow removal service will be provided to those property owners who push snow from their driveways into the windrow for removal by the Village.
 - e) It is the intent that windrows will only be removed from driveways that have been continuously cleared, however, service may be available in other situations.

**ALBERTA BEACH
VILLAGE POLICIES**

POLICY: G.3.5 SNOW & ICE CONTROL POLICY

- f) Snow from the cleared windrows will be deposited on the road allowance adjacent to driveways.

13. General:

- a) Alberta Beach may if deemed necessary, build or place windrows of snow either in the center of the roadway or on the sides of the roadway.
- b) Boulevards may be utilized for snow storage and may result in damages to improvements and trees within the Village boulevards. Care and attention will be taken to reduce potential damage to trees and boulevards; however, it will not be the responsibility of the Village to replant or reconstruct any damaged trees or boulevards.
- c) The Village is not responsible for any sand/gravel that may be left on boulevards after the snow has melted. It is the responsibility of the property owner/occupier to remove the sand/gravel from the boulevards.
- d) Residents are strictly prohibited from depositing snow on or pushing snow across any roadway as per the Alberta Beach Traffic Bylaw as this could cause damage to snow removal equipment and cause a safety liability problem should a vehicle hit this accumulation of snow and lose control. Snow is not to be deposited on any Village property.
- e) No vehicles, garbage waste containers, equipment, or other objects are to be left or parked on the roadway during snow plowing or removal operations.
- f) Damages to vehicles, garbage waste containers, equipment, and other objects left or parked on road allowances will be the property owner's responsibility.
- g) The Village accepts no responsibility for damage to or restoration of sod, sculptures, rock gardens, concrete, stonework, and other landscaping on public property from the actions of snow plowing or removal, sand, or a mixed combination thereof, the weight of snow, or any other cases of damage.
- h) Other than for emergency conditions, snow operations may be suspended at temperatures below minus 30 degrees Celsius.
- i) Residents are not to attempt to flag down equipment operators, and when approaching snow equipment, a minimum distance of 10 meters (32 feet) is to be maintained.

DEPARTMENT: PUBLIC WORKS

ADOPTED AND APPROVED BY COUNCIL: JANUARY 18, 2022

AMENDMENT DATE/RESOLUTION NO: #008-22