



# ***CITY COUNCIL***

## ***AGENDA***

Monday, January 08, 2018 – Council Chambers, City Hall

Call to Order:	2:30 PM
Recess:	5:00 PM to 6:00 PM
Public Hearing(s):	6:00 PM

### **I. IN CAMERA**

- I.1. Motion to In Camera - Land Matter FOIP 24(1)(a)
- I.2. Motion to Revert to Open Meeting

### **2. MINUTES**

- 2.1. Confirmation of the Minutes of the December 4, 2017 Special Council Meeting  
(Agenda Pages 1 – 5)
- 2.2. Confirmation of the Minutes of the December 11, 2017 Regular Council Meeting Minutes  
(Agenda Pages 6 – 16)
- 2.3. Confirmation of the Minutes of the December 19, 2017 Special Council Meeting (Public Hearing)  
(Agenda Pages 17 – 22)

### **3. POINTS OF INTEREST**

### **4. REPORTS**

- 4.1. Water Treatment Plant Upgrades  
(Agenda Pages 23 – 25)



- 4.2. The City of Red Deer Quality Management Plan Update  
(Agenda Pages 26 – 74)

## **5. BYLAWS**

- 5.1. Woodlea Character Statements  
Land Use Bylaw Amendment 3357/E-2018  
(Agenda Pages 75 – 249)
- 5.2. Amendment of Direct Control District No.32  
Westlake Restricted Development District and Rezoning of Heritage Ranch  
Bylaw 3357/F-2018  
(Agenda Pages 250 – 273)
  - 5.2.a. Consideration of First Reading of the Bylaw
- 5.3. Proposed 2017 Offsite Levy Rates  
Bylaw 3549/A-2018  
(Agenda Pages 274 – 295)
  - 5.3.a. Consideration of First Reading of the Bylaw

## **6. PUBLIC HEARINGS**

- 6.1. Government of Canada Building  
Bylaw to Designate Government of Canada Building, 4909 50 Street, within the  
HP – Historical Preservation Overlay District  
Land Use Bylaw 3357/DD–2017  
(Agenda Pages 296 – 325)
  - 6.1.a. Consideration of Second Reading of the Bylaw
  - 6.1.b. Consideration of Third Reading of the Bylaw
- 6.2. Microbrewery Site Exception Bylaw 3357/CC-2017  
(Agenda Pages 326 – 341)
  - 6.2.a. Consideration of Second Reading of the Bylaw



6.2.b. Consideration of Third Reading of the Bylaw

**7. ADJOURNMENT**





## **UNAPPROVED - M I N U T E S**

**of the Red Deer Special Council Meeting  
held on, Monday, December 04, 2017  
commenced at 5:32 P.M.**

**PRESENT:** Mayor Tara Veer

Councillor Buck Buchanan (arrived at 5:40 p.m.)

Councillor Michael Dawe

Councillor Tanya Handley

Councillor Vesna Higham

Councillor Ken Johnston

Councillor Lawrence Lee

Councillor Frank Wong

Councillor Dianne Wyntjes

City Manager, Craig Curtis

Director of Communications & Strategic Planning, Julia Harvie-Shemko

Director of Community Services, Sarah Cockerill

Director of Corporate Services, Lisa Perkins

Director of Development Services, Kelly Kloss

Director of Human Resources, Kristy Svoboda

Director of Planning Services, Tara Lodewyk

Director of Protective Services, Paul Goranson

City Clerk, Frieda McDougall

Corporate Meeting Support, Kaitlin Bishop

Council Administrative Assistant, Jody Zeniuk

Planning Manager, Emily Damberger

Inspections & Licensing Manager, Erin Stuart





## **I. REPORTS**

### **I.1. Planning Options for Supervised Consumption Services**

Moved by Councillor Frank Wong, seconded by Councillor Lawrence Lee

Resolved that Council of the City of Red Deer hereby agrees to lift from the table consideration of Supervised Consumption Services in Red Deer.

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**ABSENT:** Councillor Buck Buchanan

**MOTION TO LIFT FROM THE TABLE CARRIED**

## **2. BYLAWS**

### **2.1. Supervised Consumption Site Bylaw 3357/II-2017**

Councillor Dianne Wyntjes left Council Chambers at 7:06 p.m. and returned at 7:08 p.m.

Moved by Councillor Lawrence Lee, seconded by Councillor Vesna Higham

**FIRST READING:** That Bylaw 3357/II-2017 (an amendment to the Land Use Bylaw to make Council the Development Authority, define Supervised Consumption Services, and make it a Discretionary use at the hospital (3942-50A Avenue), at the existing Turning Point location (4611-50 Avenue) and at Safe Harbour (5256 and 5246 – 53 Avenue)) be read a first time.

Prior to voting, the following amendment was introduced:





Moved by Councillor Dianne Wyntjes, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to amend the bylaw by adding the following locations for the Supervised Consumption Service to be considered as a Discretionary Use: 300 Jordan Parkway, 2845 Bremner Avenue and 4755-49 Street.

**IN FAVOUR:** Councillor Michael Dawe, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Tanya Handley, Councillor Vesna Higham

**MOTION TO AMEND CARRIED**

The original motion, as amended, was then on the floor:

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Tanya Handley

**MOTION CARRIED**

Subsequent to First Reading, Council then considered the following motion:

Moved by Councillor Ken Johnston, seconded by Councillor Buck Buchanan

Resolved that Council of the City of Red Deer, having considered first reading of Bylaw 3357/II-2017 hereby agrees to hold a Special Council Meeting on December 19, 2017 at 6:00 p.m. for the purpose of holding a public hearing.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Tanya





Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Michael Dawe

**MOTION CARRIED**

A further subsequent motion was then introduced and passed:

Moved by Councillor Lawrence Lee, seconded by Councillor Buck Buchanan

Resolved that Council of the City of Red Deer, hereby directs administration to prepare a report regarding potential licensing amendments and to identify applicable bylaws with respect to mobile consumption site units by the end of January, 2018.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Michael Dawe, Councillor Tanya Handley, Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

### **3. REPORTS**

#### **3.1. Supervised Consumption Site Discussion: Advocacy**

Moved by Councillor Buck Buchanan, seconded by Councillor Vesna Higham

Resolved that Council of the City of Red Deer, having considered the report from the Office of the Mayor & City Manager, dated December 4, 2017, hereby directs administration to continue to request from the Province a copy of the needs assessment, and continue to present Council's position to Federal and Provincial Government decision makers. Further, in the instance where a Federal exemption application is submitted, Council directs administration to ensure a Council position is provided into that process.





**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

#### 4. **ADJOURNMENT**

Moved by Councillor Ken Johnston, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Monday, December 4, 2017 Special Council Meeting of Red Deer City Council at 8:14 p.m.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

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MAYOR

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CITY CLERK





## **UNAPPROVED - M I N U T E S**

**of the Red Deer City Council Regular Meeting  
held on, Monday, December 11, 2017  
commenced at 2:33 P.M.**

**PRESENT:** Mayor Tara Veer  
Councillor Michael Dawe  
Councillor Tanya Handley  
Councillor Vesna Higham  
Councillor Ken Johnston  
Councillor Lawrence Lee  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Craig Curtis  
Director of Communications & Strategic Planning, Julia Harvie-Shemko  
Acting Director of Community Services, Shelley Gagnon  
Director of Corporate Services, Lisa Perkins  
Director of Development Services, Kelly Kloss  
Director of Planning Services, Tara Lodewyk  
Acting Director of Protective Services, Bart Rowland  
City Clerk, Frieda McDougall  
Deputy City Clerk, Samantha Rodwell  
Corporate Meeting Support, Kaitlin Bishop  
Inspections & Licensing Manager, Erin Stuart  
Senior Planner, Jolene Tejkl  
Program Coordinator – Social Planning, Janell Bunbury

**ABSENT:** Councillor Buck Buchanan



**I. IN CAMERA MEETING****I.1. Motion to In Camera - Financial Matter, Human Resources, and Legal Matters (FOIP 24(1)(a) and (b))**

Moved by Councillor Dianne Wyntjes, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer hereby agrees to enter into an In-Camera meeting of Council on Monday, December 11, 2017 at 2:33 p.m. and hereby agrees to exclude the following:

- All members of the media; and
- All members of the public;

to discuss a Financial Matter, a Human Resource Matter, and a Legal Matter, as protected under the Freedom of Information & Protection of Privacy Act, Section 24(1)(a) and (b).

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**I.2. Motion to Revert to Open Meeting**

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Monday, December 11, 2017 at 2:51 p.m.

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED





## **2. MINUTES**

### **2.1. Confirmation of the Minutes of the November 27, 2017 Council Meeting**

Moved by Councillor Lawrence Lee, seconded by Councillor Michael Dawe

Resolved that Council of The City of Red Deer hereby approves the Minutes of the November 27, 2017 Council Meeting as transcribed.

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

## **3. PRESENTATION**

### **3.1. Airport Update**

Mr. Graham Ingham, Chief Executive Officer of the Red Deer Regional Airport, provided an update on the Airport to Council.

## **4. ADDITIONAL AGENDA ITEM**

### **4.1. Ivan Hlinka Memorial Cup**

Mr. Stuart Ballantyne provided an overview of the Ivan Hlinka Memorial Tournament, and requested the sponsorship of The City for 2018.

Moved by Councillor Ken Johnston, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby approves \$75,000 (from the Operating Reserve – Tax Supported) to Hockey Canada for the hosting of the 2018 Ivan Hlinka Memorial Tournament.





**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

## 5. REPORTS

### 5.1. Tourism and Economic Development Strategies

Moved by Councillor Dianne Wyntjes, seconded by Councillor Ken Johnston

Resolved that Council of The City of Red Deer, having directed administration to explore the linkages between our tourism and economic development strategies and the opportunities or issues, financial or otherwise, and explore alternative delivery options for tourism, with a report back to Council by December 31, 2017 hereby agrees to table this item until February 2018 to provide administration time to prepare the report.

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO TABLE CARRIED

### 5.2. Aboriginal Homelessness Partnering Strategy (HPS)

Ms. Yvonne Pebbles, Community Housing Advisory Board Chair, presented on the Aboriginal Homelessness Partnering Strategy to Council.

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer having considered the report from Social Planning dated November 22, 2017 re: Aboriginal Homelessness Partnering





Strategy (HPS) hereby endorses the recommendations of the Community Housing Advisory Board as follows:

HPS Priority	Proponent/Project	Current	Amendment	Total for 2018/2019
Prevention	Red Deer Native Friendship Society <i>Aboriginal Housing Team - Prevention</i>	\$92,683	\$115,854	\$208,537
Administration Fee (5%)	City of Red Deer	\$6,098	\$6,098	\$12,196

**IN FAVOUR:**

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**5.3. Waste Management Automated Cart Implementation**

Council accepted this report for information.

**5.4. Red Deer Regional Airport Authority Board Appointment**

Moved by Councillor Tanya Handley, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer having considered the report from Legislative Services, dated November 28, 2017 re: 2017/2018 – Citizen Representative Appointments to Committees hereby appoints the following to serve on the Red Deer Regional Airport Authority Board for the term to expire as follows:

Red Deer Regional Airport Authority Board  
Joe Jarego

Citizen Representative (to fill an  
unexpired term to December 2020)



**IN FAVOUR:**

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

Councillor Dianne Wyntjes left chambers at 4:30 p.m.

**5.5. Downtown Business Association Annual Budget**

Councillor Dianne Wyntjes returned to chambers at 4:32 p.m.

Amanda Gould, Downtown Business Association Executive Director, responded to questions.

Moved by Councillor Ken Johnston, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer having considered the report from the Legislative Services Department, dated November 9, 2017 re: Downtown Business Association's 2018 Budget, hereby approves the Downtown Business Association's 2018 Budget as presented.

**IN FAVOUR:**

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

**5.6. Development Permit Approval for Safe Harbour Society**

Councillor Lawrence Lee left chambers at 4:44 p.m. and returned at 4:45 p.m.

Ms. Kath Hoffman, Safe Harbour Society Executive Director, responded to questions.

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes





Resolved Council of The City of Red Deer having considered the report from Inspections and Licensing, dated December 1, 2017, hereby approves the application submitted by Central Alberta Safe Harbour Society (the "Applicant") for a Development Permit for the Discretionary Use of a Temporary Care Facility for an overnight shelter with a maximum of 20 beds, until April 30, 2018, as shown on the plans filed with Inspections & Licensing (collectively referred to as the "Approved Plans"), on the lands zoned DC(19) Direct Control District, to be located at 5256 53 Avenue (Lot 2A, Block 4, 762 2029), subject to the conditions listed below:

Approval is subject to the following conditions:

1. A Development Permit shall not be deemed completed based on this approval until all conditions except those of a continuing nature, have been fulfilled to the satisfaction of the Development Officer.
2. All Development must conform to the conditions of this Development Permit and the Approved Plans, and any revisions thereto as required pursuant to this Approval. Any revisions to the Approved Plans must be approved by the Development Authority.
3. The Applicant shall repair or reinstate, or pay for the repair or reinstatement, to original condition, any public property, street furniture, curbing, boulevard landscaping and tree planting or any other property owned by The City which is damaged, destroyed or otherwise harmed by development or construction on the site. Repairs shall be done to the satisfaction of The City of Red Deer. In the event that The City undertakes the repairs the Applicant shall pay the costs incurred by The City within 30 days of being invoiced for such costs.

**IN FAVOUR:**

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

Council recessed at 5:31 p.m. and reconvened at 6:05 p.m.



**6. PUBLIC HEARINGS****6.1. Billboard Sign Amendment  
Bylaw 3357/GG-2017**

Mayor Tara Veer declared open the Public Hearing for Billboard Sign Amendment 3357/GG-2017, which proposes amendments to the Billboard Sign uses and regulations, including distance separations between Billboard Signs and other ground signs, and prohibiting them within 30 m of a residential district. Mr. Reg Warkentin from the Red Deer Chamber of Commerce, spoke to this item. As no one else was present to speak to the bylaw, Mayor Tara Veer declared the Public Hearing closed.

Moved by Councillor Ken Johnston, seconded by Councillor Vesna Higham

**SECOND READING:** That Bylaw 3357/GG-2017 (an amendment to the Land Use Bylaw for Billboard Sign uses and regulations) be read a second time.

Prior to consideration of Second Reading of Bylaw 3357/GG-2017, the following motion to amend was introduced:

Moved by Councillor Ken Johnston, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3357/GG-2017 as follows:

- By deleting 8.(4)(c)(iii)(1) and replacing it with “300.0m radius from another Billboard Sign. If a 300.0m radius is drawn around the billboard Signs, none of the 300.0m radius’ shall overlap; and”

**IN FAVOUR:** Councillor Michael Dawe, Councillor Ken Johnston, Councillor Dianne Wyntjes

**OPPOSED:** Mayor Tara Veer, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Frank Wong

**MOTION TO AMEND DEFEATED**





The original motion was then on the floor.

**IN FAVOUR:** Mayor Tara Veer, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**OPPOSED:** Councillor Michael Dawe, Councillor Ken Johnston

MOTION CARRIED

Moved by Councillor Ken Johnston, seconded by Councillor Vesna Higham

THIRD READING: That Bylaw 3357/GG-2017 be read a third time.

**IN FAVOUR:** Mayor Tara Veer, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Frank Wong

**OPPOSED:** Councillor Michael Dawe, Councillor Ken Johnston, Councillor Dianne Wyntjes

MOTION CARRIED

## 7. BYLAWS

### 7.1. Dynamic Sign Site Exceptions

Moved by Councillor Vesna Higham, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer hereby agrees to lift from the table consideration of Dynamic Sign Exceptions Bylaws 3357/E-2017, 3357/F-2017, 3357/G-2017 and 3357/H-2017.

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes





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City Council Regular Meeting Minutes –  
UNAPPROVED - Monday, December 11, 2017**MOTION TO LIFT FROM THE TABLE CARRIED**

Prior to consideration of First Reading the following tabling motion was introduced:

Moved by Councillor Dianne Wyntjes, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer having considered the report from Legislative Services dated August 23, 2017 re: Dynamic Sign Exceptions Bylaws 3357/E-2017, 3357/F-2017, 3357/G-2017 and 3357/H-2017 Request to Table hereby agrees to table consideration of Land Use Bylaw Amendments 3357/E-2017, 3357/F-2017, 3357/G-2017 and 3357/H-2017 until up to March 30, 2018 to allow Administration time to complete Land Use regulations in regards to signage.

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION TO TABLE CARRIED****7.2. Short Term Borrowing Bylaw 3596/2017**

Moved by Councillor Vesna Higham, seconded by Councillor Lawrence Lee

**FIRST READING:** That Bylaw 3596/2017 (a Bylaw to authorize the borrowing of funds for short term operating purposes until taxes are collected) be read a first time.

**IN FAVOUR:** Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED****8. ADJOURNMENT**





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City Council Regular Meeting Minutes –  
UNAPPROVED - Monday, December 11, 2017

Moved by Councillor Tanya Handley, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to adjourn the Monday, December 11, 2017 Regular Council Meeting of Red Deer City Council at 6:53 p.m.

**IN FAVOUR:**

Mayor Tara Veer, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION CARRIED

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MAYOR

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CITY CLERK





## **UNAPPROVED - M I N U T E S**

**of the Red Deer Special Council Meeting  
held on, Tuesday, December 19, 2017 and Wednesday, December 20, 2017  
commenced at 6:03 P.M.**

**PRESENT:** Mayor Tara Veer

Councillor Buck Buchanan

Councillor Michael Dawe

Councillor Tanya Handley

Councillor Vesna Higham

Councillor Ken Johnston

Councillor Lawrence Lee

Councillor Frank Wong

Councillor Dianne Wyntjes

City Manager, Craig Curtis

Director of Communications & Strategic Planning, Julia Harvie-Shemko

Director of Community Services, Sarah Cockerill

Director of Corporate Services, Lisa Perkins

Director of Development Services, Kelly Kloss

Director of Human Resources, Kristy Svoboda

Director of Planning Services, Tara Lodewyk

Acting Director of Protective Services, Scott Tod

City Clerk, Frieda McDougall

Corporate Meeting Administrator, Amber Senuk

Corporate Meeting Support, Kaitlin Bishop

Council Administrative Assistant, Jody Zeniuk

Planning Manager, Emily Damberger

City Solicitor, Michelle Baer





## **I. PUBLIC HEARING**

### **I.1. Planning Options for Supervised Consumption Services Bylaw 3357/II-2017**

Moved by Councillor Lawrence Lee, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3357/II-2017 by:

Removing Item 1.3 in its entirety and replacing it with the following Definition:

Supervised Consumption Services means a location where, pursuant to an exemption granted for medical purposes by the federal government, a person may consume a controlled substance that was obtained in a manner not authorized under the Controlled Drugs and Substances Act in a supervised and controlled environment.

#### **IN FAVOUR:**

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION TO AMEND CARRIED**

The Original Bylaw, as amended, was then on the floor.

Mayor Tara Veer declared open the Public Hearing for Bylaw 3357/II-2017, an amendment to the Land Use Bylaw to make Council the Development Authority, define Supervised Consumption Services and make it a Discretionary use at the hospital (3942-50A Avenue), at the existing Turning Point location (4611-50 Avenue), at Safe Harvour (5246 and 5256-53 Avenue) as well as the following health clinics: 300 Jordan Parkway, 2845 Bremner Avenue and 4755-49 Street. Ms. Kath Hoffman, Dr. Michael Mulholland, Mr. George Lundy, Ms. Vicki Finlay, Ms. Wendy Turcott, Mr. Ian Warwick, Mr. Earl Bowie, Ms. Suzanne Bleaken, Ms. Julie Vale, Mr. Jason Stephan, Ms. Heidi Panameno, Ms. Christine Harris, Mr. Larry Pimm, Mr. Ian





3 UNAPPROVED - Special Council Meeting Minutes –  
Tuesday, December 19, 2017 and Wednesday, December 20, 2017

Vaughan, Mr. Kelly Row, Mr. Raymond Pacquette, Ms. Vicki Swainson, Mr. Dick McDonnell, Mr. Igor Kwetny, and Mr. Clarence Torgenson spoke to this item.

Councillor Dianne Wyntjes left Council Chambers at 7:48 p.m. and returned to Council Chambers at 7:50 p.m.

Council recessed at 8:33 p.m. and reconvened at 8:49 p.m.

Councillor Vesna Higham and Councillor Buck Buchanan returned to Council Chambers at 8:50 p.m.

Following the recess break, City Council continued with the Public Hearing. Ms. Lorna Watkinson-Zimmer, Ms. Jennifer Vanderschaeghe, Ms. Kathie Wallace, Mr. Robin Bobocel, Ms. Cassandra Fink, Mr. Paul Valley, Ms. Trixie Griffin, Ms. Danna Hall, Ms. Beverly Krausher, and Ms. Stacey Carmichael spoke to this item. As no one else was present to speak to this bylaw, Mayor Tara Veer declared the Public Hearing closed.

Council recessed at 9:50 p.m. and reconvened at 9:52 p.m.

The following motion to recess was put on the floor:

Moved by Councillor Vesna Higham, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer hereby agrees to recess the meeting of December 19, 2017 and reconvene December 20, 2017 at 9:00 a.m.

Councillor Vesna Higham and Councillor Buck Buchanan withdrew the motion to recess.

The following amendment to the Bylaw was then introduced:

Moved by Councillor Lawrence Lee, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3357/II-2017 by removing the following site(s):

- (v) Lot 76, Block 5, Plan 0625040 (300 Jordan Parkway)
- (vi) Lot 12B, Block 14, Plan 8021596 (2845 Bremner Avenue)





4 UNAPPROVED - Special Council Meeting Minutes –  
Tuesday, December 19, 2017 and Wednesday, December 20, 2017

(vii) Lot 12, Block 39, Plan 6189MC (4755 49 Street)

**IN FAVOUR:**

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

MOTION TO AMEND CARRIED

Moved by Councillor Buck Buchanan, seconded by Councillor Vesna Higham

Resolved that Council of The City of Red Deer hereby agrees to recess the meeting of December 19, 2017 and reconvene December 20, 2017 at 9:00 a.m.

**IN FAVOUR:**

Councillor Buck Buchanan, Councillor Tanya Handley, Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Dianne Wyntjes

**OPPOSED:**

Mayor Tara Veer, Councillor Michael Dawe, Councillor Frank Wong

MOTION CARRIED

Council Recessed at 10:18 p.m. and reconvened on Wednesday, December 20, 2017 at 9:02 a.m.

Second read of Bylaw 3357/II-2017 as introduced and amended was still on the floor.

The following amendment was introduced:

Moved by Councillor Tanya Handley, seconded by Councillor Lawrence Lee

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3357/II-2017 by removing the following site(s):

(iii) Lot 3, Block 4, Plan 5331HW (5246 53 Avenue)

(iv) Lot 2A, Block 4, Plan 7622029 (5256 53 Avenue)





5 UNAPPROVED - Special Council Meeting Minutes –  
Tuesday, December 19, 2017 and Wednesday, December 20, 2017

- IN FAVOUR:** Mayor Tara Veer, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Dianne Wyntjes
- OPPOSED:** Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Ken Johnston, Councillor Frank Wong

MOTION TO AMEND CARRIED

The following amendment was introduced:

Moved by Councillor Vesna Higham, seconded by Councillor Dianne Wyntjes

Resolved that Council of The City of Red Deer hereby agrees to amend Bylaw 3357/II-2017 by removing the following site(s):

- (i) Lot 6 & 7, Block 21, Plan 3732P (4611 50 Avenue)

- IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Lawrence Lee, Councillor Dianne Wyntjes
- OPPOSED:** Councillor Michael Dawe, Councillor Ken Johnston, Councillor Frank Wong

MOTION TO AMEND CARRIED

The Original Motion, as amended, was then on the floor.

- IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Dianne Wyntjes
- OPPOSED:** Councillor Frank Wong

MOTION CARRIED





6 UNAPPROVED - Special Council Meeting Minutes –  
Tuesday, December 19, 2017 and Wednesday, December 20, 2017

Moved by Councillor Lawrence Lee, seconded by Councillor Vesna Higham

**THIRD READING:** That Bylaw 3357/II-2017 be read a third time.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

**2. ADJOURNMENT**

Moved by Councillor Lawrence Lee, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer hereby agrees to adjourn the December 19 and December 20, 2017 Special Council Meeting of Red Deer City Council at 11:17 a.m.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Michael Dawe, Councillor Tanya Handley, Vesna Higham, Councillor Ken Johnston, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

---

MAYOR

---

CITY CLERK





December 13, 2017

## Water Treatment Plant

## Multi-Year Capital Project Update

Environmental Services

### **Report Summary & Recommendation:**

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This report provides an update on the upgrade to the Water Treatment Plant Capital Project.

It is recommended that Council receive this report as information.

### **City Manager Comments:**

---

That City Council receives the report for information.

Craig Curtis  
City Manager

### **Proposed Resolution**

---

That the report be received as information.





## Report Details

### **Background:**

---

The City draws water from the Red Deer River and supplies water to over 112,000 residents and companies in Central Alberta. This includes Red Deer, Red Deer County (South Hills) and the North Red Deer River Water Service Commission, which includes Blackfalds, Lacombe, Ponoka and parts of Red Deer County, Lacombe County and Ponoka County.

In 2008, Council approved a multi-year \$90 million Water Treatment Plant upgrade with an expected completion in 2019. The focus of the project was to upgrade the current water intake, meet future anticipated water demand, comply with updated Provincial environmental regulations, and continue to become better stewards of the environment. These upgrades ensure the Water Treatment Plant will meet the projected maximum day demand until the year 2031, based on projected population increases and the ability for increased regionalization.

Key aspects of the project completed include increased water capacity, the extension of the water intake, expansion of administration areas, conversion from use of chlorine gas to liquid chlorine in disinfection process, installation of a new emergency power generator, and upgrades to many systems including chemical feed, clarifier, control room and heating systems.

In 2018 the final phase of the upgrades will commence focusing on bringing the Plant in compliance with updated Provincial environmental approval.

### **Discussion:**

---

In 2018 – 2019 the primary work will be the construction of a Residuals Management Facility (RMF). Ancillary work will include site security improvements and landscaping.

The construction of the RMF is one of the requirements of the updated Provincial environmental approval for the WTP. A residual management system focuses on the byproducts produced by the drinking water treatment process. It includes things such as silt, sand, dead leaves and wood, and animal byproducts. Traditionally, these byproducts were returned to the Red Deer River. By using the RMF approximately 4400 tonnes of byproducts, per year, will be diverted from the river. This new process will also enhance the aquatic environment of the Red Deer River.

In order to accommodate the RMF, the old water treatment plant building, which is no longer in use, will be taken down. An analysis was completed as to the structural integrity and historical significance of this 85 year old building. It was determined that all or a portion of the building cannot be reused and there is no significant historical retention value. There





is however value in the bricks and where possible the bricks will be salvaged and saved for potential future use, should opportunities arise.

As mentioned, other enhancements to the Water Treatment Plant include a greater focus on security of the site and landscaping.

**Recommendation:**

---

It is recommended that Council receive this report as information.





December 5, 2017

## The City of Red Deer Quality Management Plan Update

Administrative Report

### **Report summary**

Administration is updating and consolidating The City of Red Deer Quality Management Plan (QMP) for the Building, Electrical, Plumbing, Gas and Fire disciplines as legislated in The Province of Alberta Safety Codes Act.

The QMP has not undergone a major content review since 2011. There are currently 2 separate documents: one for the Building, Electrical, Plumbing and Gas disciplines, and one for the Fire discipline. Consolidation of the existing QMP's will benefit the public, industry, business stakeholders and Administration by providing clarity and consistency for the implementation of The City's safety services.

Administration respectfully requests City Council's endorsement of the QMP.

### **City Manager Comments**

I support the recommendation of Administration.

Craig Curtis  
City Manager

### **Proposed Resolution**

Resolved that Council of The City of Red Deer, having considered the report from the Inspections & Licensing Department, dated December 5, 2017 re: City of Red Deer Quality Management Plan Update and Consolidation, hereby endorses The City of Red Deer Quality Management Plan, acknowledging agreement, commitment and adherence to the Quality Management Plan.



## Rationale for Recommendation

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- 1) **The QMP update is responsive to the changes in Alberta's legislative safety delivery services.** Alberta Municipal Affairs (AMA) has recommended The City adopt the more standardized document.
- 2) **A single operational document for The City related to delivery of safety services.** Consolidation of the existing QMPs for Emergency Services and Inspections & Licensing Departments addresses orders, emergency situations, alternative solutions, permit administration, site inspection and reporting, no entry policy, and investigation of an unsafe condition for The City.
- 3) **The QMP is reformatted to provide clarity and consistency.** Removal of duplication and information referenced in other Legislation and regulations has occurred.

## Discussion

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The Quality Management Plan is the document in which a Municipality describes the disciplines and extent of the safety services it intends to provide. It is a legislative requirement under the Province of Alberta Safety Codes Act.

The Quality Management Plan consists of:

- a. details of the disciplines and the components of the Safety Code Act the organization seeks to administer;
- b. a statement committing senior management to the plan;
- c. an organization chart outlining operational structures and reporting responsibilities;
- d. an outline of safety policies and standards and process for ensuring compliance, eg., the minimum numbers of inspections and at what stages and resolution of noncompliance;
- e. a strategy that ensures the ability of a Safety Codes Officer to make decisions without undue influence from management or elected officials; and
- f. a strategy that prohibits persons from participating in design, construction, or installation activities for projects they are involved in compliance monitoring.

Under the Safety Codes Act, annual internal reviews are required to evaluate the compliance and effectiveness with respect to the administration of the municipality's accreditation. The municipality provides a summary of all findings of the review including any successes, areas for improvement, and the methodology used to achieve improvement or correction.

The City of Red Deer has not historically adopted the standard QMP, but rather a customized document. On recommendation from AMA, Administration has redrafted The City's QMP using the standard template. The update process has included consultation between Alberta Municipal Affairs, The Safety Codes Council, Emergency Services and Inspections and Licensing.



**Updates/Changes**

Updates to the document are separated into two categories; 1) clerical or administrative updates, and 2) operational changes.

The majority of the updates are considered minor clerical or administrative updates. They are required as a result of updates to the standard QMP, provided by the Safety Codes Council, as well as to provide clarity to internal and external stakeholders. These changes include the consolidation of the two documents and the scope of accreditation, changes to formatting, and updating of the organizational chart.

The other changes are related to operational changes under the 'Technical Discipline Service Delivery Standards' section of the QMP, as follows:

*1. Commercial Fire Inspection Stages*

Administration conducted an extensive review of 10 years of fire data. The review identified close to 80% of time is spent inspecting commercial buildings, which comprises only 20% of the fire issues. Reducing the number of yearly fire inspections will allow time for further review and enhancement of The City's public education programs, with an increased focus on residential dwellings, which comprises the majority of fire issues (80%).

*2. Petroleum Tanks*

Plan reviews and inspections of petroleum tanks are currently contracted to an external agency. The updated QMP provides for an enhanced scope of accreditation with The City taking on the responsibility of providing plan reviews and inspections for petroleum tanks. An audit of the Fire QMP by the Safety Codes Council in 2016 identified a number of concerns related to petroleum tanks.

*3. Building, Electrical, Gas, and Plumbing Inspections*

Alberta Municipal Affairs made changes to the descriptions of projects as they relate to the type of building and/or occupancy, as well as changing the number of minimum inspections required and the inspection stages. These were made as a result of Code updates and changes to construction requirements.

As a result, Administration has drafted a working Department Policy to supplement the QMP. The policy will identify the inspections provided over and above what is legislated under the QMP. There is no intent to change any existing service levels provided.

**Benefits**

There are a number of benefits in adopting the revised Quality Management Plan; the most important being the reduction in liability to The City of Red Deer. Many of the changes or updates are directly related to reducing risk and liability to The City, and ensuring that The City meets annual audit requirements.

The updates to the QMP ensure consistency in meeting the intent of all Codes and legislation with the QMP. Administrative and clerical updates provide clarity for both internal and external stakeholders.



Reducing the frequency for commercial fire inspections from every year to every second year allows for resources to be reassigned to focus on more public education, the petroleum tank program, and continuing education for Fire Prevention Officers.

Finally, by adopting the standardized QMP, as recommended by AMA, and creating a separate working policy, this provides flexibility for The City to provide required safety services without being in contravention of the minimum service levels legislated by the Province, as well an additional level of protection and rationale for the inspections.

### **Consultation**

The concept of amalgamating the two separate City QMPs into one consolidated document came from increased collaboration over the past several years between Inspections & Licensing and Emergency Services. Discussions between the two departments occur on a regular basis, ensuring citizens and customers of The City receive consistent customer service and messaging from either department.

Administration has worked closely with Alberta Municipal Affairs throughout the review and rewrite process, and the Safety Codes Council has provided an initial review of the document to ensure the accuracy of the document prior to consideration by City Council.

BILD Alberta (formerly the Canadian Home Builders' Association of Central Alberta) and the Red Deer Construction Association have been advised of the update to the QMP through the regular quarterly meetings held with Inspections & Licensing.

### **Next Steps**

Following endorsement by City Council, the QMP will be submitted to Alberta Municipal Affairs for final sign off by the Administrator of Accreditation for the Safety Codes Council.



## **Appendices**

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- Appendix A: Quality Management Plan – DRAFT
- Appendix B: Inspections working document – DRAFT



## Appendix A

### Quality Management Plan



# The City of Red Deer

## Quality Management Plan

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This document has been accepted by the Administrator of Accreditation and includes:

**Building, Electrical, Plumbing, Gas and Fire Quality Management Plan**

*Schedule A – Scope and Administration,*

*Schedule B – Operational Requirements and*

*Schedule C – Technical Discipline Service Delivery Standards*

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Administrator of Accreditation

---

Date





# **The City of Red Deer**

## **Building, Electrical, Plumbing, Gas and Fire Quality Management Plan**



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# Schedule A

## Scope and Administration

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## 1.0 SCOPE OF ACCREDITATION

The City of Red Deer, (the “Municipality”) will administer the Safety Codes Act (Act) including the pursuant regulations and codes and standards, and Alberta Amendments that are in force and applicable in the following technical discipline(s) within their jurisdiction:

<b>BUILDING</b>	
	All parts of the: <ul style="list-style-type: none"> <li>• Alberta Building Code, and</li> <li>• National Energy Code of Canada for Buildings.</li> </ul>
<b>ELECTRICAL</b>	
	All parts of the: <ul style="list-style-type: none"> <li>• Canadian Electrical Code Part 1, and</li> <li>• Code for Electrical Installations at Oil and Gas Facilities</li> </ul>
<b>PLUMBING</b>	
	All parts of the: <ul style="list-style-type: none"> <li>• National Plumbing Code of Canada</li> <li>• Private Sewage Disposal System Standard of Practice</li> </ul>
<b>GAS</b>	
	All parts of the: <ul style="list-style-type: none"> <li>• Natural Gas and Propane Installation Code,</li> <li>• Propane Storage and Handling Code,</li> <li>• Code for the Field Approval of Fuel-Related Components on Appliances and Equipment, and</li> <li>• Compressed Natural Gas Fueling Stations Installation Code;</li> </ul> <b>Excluding the:</b> <ul style="list-style-type: none"> <li>• Installation Code for Propane Fuel Systems and Tanks on Highway Vehicles, and</li> <li>• Natural Gas for Vehicles Installation Code – Part 1 Compressed Natural Gas.</li> </ul>
<b>FIRE</b>	
	<ul style="list-style-type: none"> <li>• All parts of the:               <ul style="list-style-type: none"> <li>• Alberta Fire Code, and</li> <li>• Fire Investigation (cause and circumstances)</li> </ul> </li> <li>• Fire Prevention Programs</li> </ul>

## 2.0 Quality Management Plan Administration

### *The City of Red Deer*

The Municipality is responsible for the administration, effectiveness and compliance with this Quality Management Plan (QMP).

The Municipality will provide permitting, inspection and compliance monitoring services through its own staff and/or one or more accredited agencies. The Municipality will ensure that sufficient personnel, both administrative and technical, will be available to meet obligations and respond to the workload as required for quality administration of the Act and all applicable regulations and codes and standards within, as required by this QMP. All services will be performed in compliance with this QMP, in an effective, timely, professional and ethical manner, and with impartiality and integrity while working co-operatively with owners and/or the owner's representative(s).



The Municipality recognizes that should the required services be provided by an accredited agency, the Municipality will ensure that a formal contract for services is in place. The Municipality understands that they are responsible to effectively manage the contract with the accredited agency to ensure that the accredited agency is adhering to the service delivery standards of the approved QMP of the Municipality. Contracts with accredited agencies will include a statement that ensures that all SCOs will have the right to work in atmosphere free of undue influence and hold the discretionary authority to perform their duties as outlined in the Act.

The Municipality will maintain an atmosphere that supports objective and unbiased decisions. All Safety Codes Officers (SCOs) working for the Municipality will have the ability and opportunity to independently make decisions relative to compliance monitoring, without undue influence of management, appointed or elected officials, or any other party.

The Municipality recognizes that the Safety Codes Council (the "Council") or its representative may review/audit for compliance to this QMP, the Act, and Council policies. The Municipality will fully cooperate with the Council on matters that relate to the administration of the QMP including the review and audit process. The Municipality recognizes that the Council has full and unfettered access to all records of the Municipality relating to the provision of services under this QMP including the right to enter the Municipality premises at any reasonable time in order to inspect, review, audit, or retrieve such records. The Municipality will implement the recommendations of the reviewer/ auditor and the Administrator of Accreditation.

The Municipality, in the event that it ceases to administer the Act for any new thing, process, or activity to which the Act applies, will retain the responsibility for services provided under the Act while accredited, including the administration and completion of services for permits issued.

The Municipality has identified a QMP Manager who is responsible for the administration of the QMP.

The Municipality recognizes that failure to follow this QMP may result in suspension or cancellation of the Municipality's accreditation.

## **2.1 Personnel**

The Municipality will employ, retain, or otherwise engage:

- SCOs who are appropriately certified and designated to carry out the provisions of the QMP, and
- persons knowledgeable with the Act, regulations, codes, standards, Council policies, and other applicable legislation relative to the services to be provided.

SCOs shall have authority and freedom of discretion to:

- provide safety codes consultation,
- review plans,
- issue permits,
- carry out an inspection for anything, process, or activity to which this Act applies for the purpose of ensuring compliance with the Act,
- issue reports and correspondence,
- accept verification of compliance,



- review alternative solution proposals,
- issue variances,
- issue Orders,
- engage in enforcement action,
- conduct investigations,
- require professional engagement, and
- re-inspect.

A registry of all SCOs and permit issuers (whether employed by the Municipality or through a contracted accredited agency) that provide services pursuant to this QMP will be maintained and made available to the Council or auditors upon request. This registry will include SCO certification level(s) and designation of powers.

The Municipality acknowledges the responsibilities of the SCOs and the requirement to obtain training to maintain SCO certification.

The Municipality will ensure that its employed SCOs will attend update training/development as required by the Council to maintain current SCO certification and competency including but not limited to changes in:

- the Act,
- regulations under the Act,
- codes and standards mandated by the Act,
- procedures under the Act,
- Council policies and directives,
- Administrator directives,
- assigned duties, and
- professional development.

The Municipality will ensure that all staff, SCOs, permit issuers, and contract personnel performing duties under the Act are aware of the content of this QMP and any revisions. The Municipality will ensure its officers, staff, SCOs, contracted personnel, and contracted accredited agencies have access to a copy of this QMP, the Act, and regulations. The Municipality will train its involved staff and SCOs in the requirements of this QMP, and maintain the training records on the employee file.

The Municipality will ensure that the employed SCO(s) and staff follow the QMP.

## **2.2 Freedom of Information and Confidentiality**

The Municipality will ensure that all staff, SCOs, permit issuers, and contracted personnel appropriately preserve confidentiality with respect to all personal or otherwise confidential information and documents that come to their knowledge from their involvement with the administration of this QMP. The Canadian Charter of Rights and Freedoms applies to all activities undertaken in the administration of this QMP. The Freedom of Information and Protection of Privacy Act applies to all personal information and records relating to, created, or collected under this QMP.



## 2.3 Council Levy

The Municipality will collect the Council levy for each permit or service provided under the Act, and will remit the levy to the Council in the manner and form prescribed by the Council.

## 2.4 Records

The Municipality will maintain a file system for all records associated with the administration of the Act and services provisions within the QMP including:

- permit applications and permits,
- plans, specifications, and other related documents,
- new home warranty verification as applicable,
- plans review reports,
- requests for inspections and services,
- inspection reports,
- investigation reports including supporting documentation,
- verifications of compliance,
- variances including application and supporting documentation,
- orders,
- Completion Reports / Permit Services Reports (PSRs),
- related correspondence,
- a registry of contracts that relate to the administration of the QMP including any contracts with accredited agencies, and
- all other information that may be related to the administration of the Act.

The Municipality will retain the files and records for a period no less than three (3) years in accordance to Council policy or in accordance to the Municipality's records retention policy, whichever is greater.

All records and other material related to the services provided under the administration of this QMP are the property of the Municipality. Any records where an accredited agency (s) was involved will be returned to the Municipality within a reasonable time of completion of the service or upon request of the corporation.

## 2.5 Revisions

Revisions to Schedules A or C of this QMP require resolution from the Municipality's Council. Revisions to Schedule B or to any applicable forms used or pursuant to this QMP require the acceptance by the Chief Administrative Officer responsible for this QMP. All revisions require approval by the Administrator of Accreditation.

The Municipality will:

- maintain a registry of the SCOs and contracted accredited agencies that have been provided with a copy of this QMP and amendments, and
- immediately distribute copies of approved amendments to all registered holders of this QMP.



## **2.6 Permits / Permissions Administration**

The Municipality will collect all information required by the Permit Regulation and as outlined in the operational requirements section of this QMP.

Any permit issued under this QMP will be deemed to be “permission” for the purposes of administration of the Act.

## **2.7 Annual Internal Review**

The Municipality will conduct an annual internal review to evaluate the compliance and effectiveness of the municipality, staff, and QMP with respect to the administration of the municipality’s accreditation. At the conclusion of the internal review, the Municipality will provide to the Council a summary comprised of all findings of the review including any successes, areas for improvement, and the methodology used to achieve improvement or correction signed by the Chief Administration Officer and the designated QMP Manager.

The annual internal review will be submitted to the Council no later than the last day of March, reporting on the previous calendar year of safety codes administration.

## **2.8 Declaration of Status**

The Municipality will ensure that any or all SCOs, staff, or officers, whether employed, retained or otherwise engaged by an accredited agency, will be an unbiased third party in any services provided under this QMP. This includes participation in any design, construction, installation or investigation activities for projects where they also provide compliance monitoring.

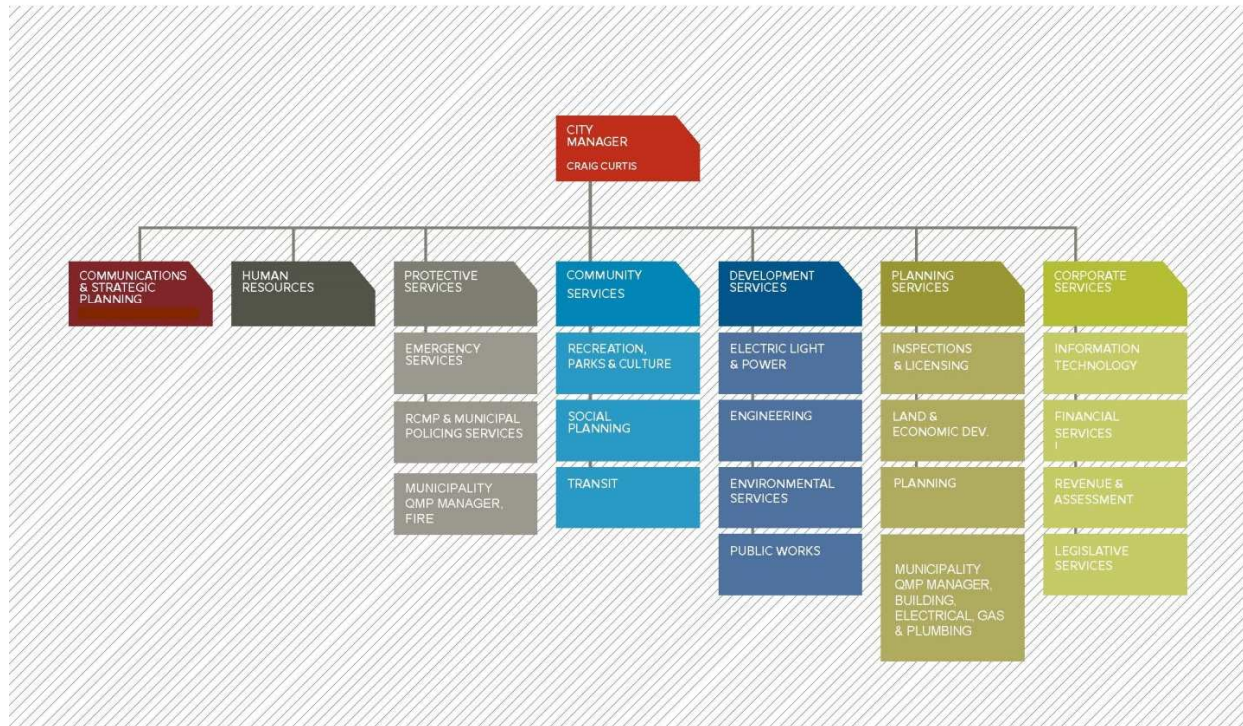
## **2.9 Notices**

Any correspondence with regard to this QMP will be forwarded to both the Chief Administrative Officer and the QMP Manager of the Municipality, at the addresses set out in sections 2.11 and 2.12.



## 2.10 Organizational Chart

### ORGANIZATIONAL CHART



*The above organizational structure including the use and reporting relationship of accredited agencies only applies with respect to the administration of this QMP*



## 2.11 Municipality Agreement

In accordance with Council Resolution # \_\_\_\_\_ of *(insert date)* the *(insert name of Municipality)* hereby provides agreement and signature to this QMP.

The Municipality hereby provides/acknowledges agreement, commitment, and adherence to this QMP.

---

**Signature – Chief Administrative Officer**

---

**Craig Curtis**

**Name & Position Title**

---

**Date**

---

**Email Address: citymanager@reddeer.ca**

---

**City of Red Deer**

**Name of Municipality**

---

**403-342-8156**

**Phone Number**



## 2.12 Municipality QMP Manager Information

**Darin Sceviour / Building Supervisor**  
Name and Title of QMP Manager,  
Building, Electrical, Gas and Plumbing

**darin.sceviour@reddeer.ca**  
Email Address

**City Of Red Deer**  
Name of Municipality

**4914 - 48 Avenue, Red Deer, Alberta**  
Municipality Address

**403-342-8190**  
Phone Number

**Wes Van Bavel, Fire Marshal**  
Name and Title of QMP Manager, Fire

**wes.vanbavel@reddeer.ca**  
Email Address

**City Of Red Deer**  
Name of Municipality

**4340 32 Street, Red Deer, Alberta**  
Municipality Address

**403-356-2457**  
Phone Number



## Schedule B

### Operational Requirements



## **3.0 Operational Requirements**

### **3.1 Scope of Services**

#### **Building, Electrical, Plumbing and Gas**

The Operational Requirements establishes responsibilities and processes in order to provide compliance monitoring services under the Act, applicable regulations, and Council policy including as applicable but not limited to:

- (a) code advice:
  - construction
  - building upgrade programs
- (b) plans examinations:
  - new construction
  - building upgrade programs
  - residential secondary suites
- (c) permit/permission issuance:
  - construction,
  - renovations/alterations/reconstruction/demolition/additions, or other changes
  - occupancy permit (if applicable)
- (d) compliance inspections of work and occupancy:
  - construction
  - renovations/alterations/reconstruction/additions
  - follow-up inspections of deficiencies and unsafe conditions
  - special or other activities addressed in the codes or at the discretion of the SCO
- (e) alternative solutions/variances,
- (f) verification of compliance (VOC),
- (g) collection and remittance of Council levies,
- (h) issuance of Completion Reports / Permit Services Reports,
- (i) investigation, and
- (j) maintain files and records.

#### **Fire**

These Operational Requirements establish responsibilities and processes in order to provide compliance monitoring services under the Act, applicable regulations, and Council policy including as applicable but not limited to:

- (a) Code advice:
  - new construction under the Alberta Fire Code
  - building upgrade programs
  - fire Safety Plans
  - storage of dangerous goods
- (b) Plans examinations:
  - new construction under the Alberta Fire Code
  - building upgrade programs
  - fire Safety Plans



- (c) Permit/permission issuance:
  - fireworks purchase, possession, handling, and discharge
  - occupancy load certificates
  - storage tank systems for flammable liquids and combustible liquids installation, alteration or removal
- (d) Compliance monitoring site inspections for:
  - construction addressed in the Alberta Fire Code
  - occupancy loads and changes in occupancy
  - fire safety plan practices with emphasis to addressing the risk to occupied residential buildings
  - follow-up inspections of deficiencies and unsafe conditions
  - post-occupancy of facilities identified in the following Fire Code Compliance inspection chart
  - special or other activities addressed in the codes or at the discretion of the SCO
- (e) Occupant load Certificates for:
  - assembly occupancies
  - other occupancies at the discretion of the SCO
- (f) alternative Solutions / Variances,
- (g) verification of compliance (VOC),
- (h) no-entry advisory,
- (i) identification and follow-up of deficiencies and unsafe conditions,
- (j) collection and remittance of Council levies,
- (k) issuance of Permit Services Reports,
- (l) investigations, and
- (m) maintain files and records.

### **3.2 Interdisciplinary Technical Coordination**

An effective safety codes system requires cooperation between technical disciplines.

Where possible or appropriate, SCOs from all technical disciplines will discuss/interact in relation to:

- inspections,
- subdivision applications,
- development permits,
- plans reviews,
- occupancy permits,
- occupancy load certificates,
- enforcement,
- closure of files, and
- areas of mutual interest.

### **3.3 Orders**

A SCO will issue and serve an order in accordance with the Act, the Administrative Items Regulation, and Council policy. Orders will be in the format prescribed by the Council. Upon compliance with an Order, a notice of compliance will be provided to the person(s) to whom the Order was served and to the Council.



A SCO will:

- prior to issuing an Order, first make every reasonable effort, including consultation with the QMP Manager or designate, to facilitate conformance with the Act,
- issue an Order if the SCO is of the opinion that all other reasonable efforts to obtain compliance with the Act have failed,
- issue an Order in accordance with the Act, the Administrative Items Regulation and Council policies,
- on issuance of an Order, immediately provide a copy to the Municipal QMP Manager or designate and the Council,
- a copy of the Order will be provided to the Council within 30 days of issuance,
- monitor the Order for compliance, and
- issue written acknowledgement of Order being satisfied to all parties to whom the originating Order was served and to the Council.

Orders may be appealed in accordance with the Act and Council policy.

The enforcement of an Order is the responsibility of the Municipality. It is within the purview of the Municipality to escalate enforcement measures as necessary.

### **3.4 Emergency Situations**

If a SCO is, on reasonable and probable grounds, of the opinion that there is an imminent serious danger to persons or property because of anything, process or activity to which the Act applies or because of a fire hazard or risk of explosion, the SCO may take any action that they consider necessary to remove or reduce the danger.

### **3.5 Alternative Solutions / Variances**

A SCO may review an alternative solution proposal and issue a site or instance specific variance from a code or referenced standard if the SCO is of the opinion that the alternative solution proposal / variance provides approximately equivalent or greater safety performance with respect to persons and property as that provided for by the Act. An alternative solution proposal / variance will not remove or relax an existing rule, nor be intended to provide product approval.

On receipt of a request, an alternative solution/ variance may be issued in accordance with the Act and Council policy. An alternative solution/variance will be in the format prescribed by the Council.

A request for a variance must:

- be made in writing,
- be signed by the owner or the owner's representative, and
- include support documentation that demonstrates that the variance requested provides equivalent or greater level of safety that is identified by the code, standard or regulation.

A SCO may only make a decision respecting an alternative solution proposal / variance after having thoroughly researched the subject matter.



A copy of an approved variance will be provided, within 10 days of issuance:

- to the owner,
- to the contractor if applicable,
- Council, and
- thereafter saved to the Municipality's file.

### **3.6 Permit Administration**

- If the Safety Codes Act requires a person to have a permit to sell, construct, control or operate anything or supervise, operate or undertake any process or activity, no person shall do so unless the person has the appropriate permit.
- Permits must be issued in accordance with the SCA and the Permit regulation that are in effect at the time of the permit issuance.

#### **3.6.1 Permit Timeframe Extension**

A SCO and/or permit issuer may on the written request of a permit holder extend a permit for a fixed period of time that the SCO and/or permit issuer considers appropriate. The application for timeframe extension must be received prior to the permit expiring.

#### **3.6.2 Completion Report / Permit Services Report (PSR)**

A Completion Report or a PSR:

- will be used to complete and close a file or project,
- will be issued within 30 days of completing the compliance monitoring services as required in this QMP (completion of compliance monitoring services means; after the final or only required inspection, after acceptance of a verification of compliance (VOC) in lieu of an inspection when permitted, or after compliance with the no-entry policy with respect to the final or only required inspection), and
- be issued to the Owner (the Owner, for the purposes of this document means, in order of preference; the Owner or the owner's representative as noted by authorization of the project at the time the permit was purchased, at the time the compliance monitoring services were provided, or at the time the PSR was issued).

The Municipality or a SCO may:

- reactivate the file at any time, and
- inspect post permit closure and attach report to the permit.

The Municipality will not issue a PSR or close the file if there is an identified unsafe condition that has not yet been corrected.

#### **3.6.3 Permit Refusal, Suspension, or Cancellation**

A SCO may refuse, suspend or cancel a permit in conformance with the Act and the Permit Regulation.



The Municipality will upon refusal, suspension or cancellation of a permit:

- notify the owner and the permit applicant including the reason for the refusal, suspension or cancellation, and advise of the owner's right to appeal, and
- issue a PSR identifying the reason for the refusal, suspension or cancellation of the permit.

### **3.7 Site Inspections/Inspection Reports**

Inspections will be conducted to determine and advise the owner of compliance to applicable codes and standards.

Inspections will:

- be conducted by a SCO,
- determine if the work, thing, or activity complies with the Act, regulations, and codes and standards,
- be conducted within the time frames noted in the discipline specific sections of this QMP,
- inspection services will be conducted within 5 working days of the requested inspection date, and
- be conducted the at the stage(s) indicated in the discipline specific sections of this QMP, address the work of the inspection stage, any previously identified deficiencies, and any related work or condition observed.

An inspection report will be completed following the inspection and will include:

- permit number and Municipality file number (if applicable),
- discipline,
- Municipality name,
- owner name, address, phone number and email (if is applicable),
- contractor name, address, phone number and email (if is applicable),
- address of the inspection,
- date of the inspection,
- the stage(s) of work being inspected,
- a description of the applicable work in place at the time of inspection,
- all observed deficiencies including any condition where the work is incomplete, or does not comply with the Act or an associated code or regulation and in the opinion of the SCO is not an unsafe condition,
- all observed unsafe conditions including any condition that, in the opinion of the SCO, could result in property loss, injury, or death, and is not a situation of imminent serious danger, and
- all observed situations of imminent serious danger and the action taken by the SCO to remove or reduce the danger.

Inspection reports will:

- include name, signature, and designation number of the SCO conducting the inspection,
- be provided either electronically or hard copy to the permit applicant, contractor, and permit file; and if requested to the owner, project consultant, architect, or consulting engineers,
- document the corrected unsafe conditions through re-inspection(s) or VOC.



For the purposes of this QMP:

- a deficiency is any condition where the work is incomplete, or does not comply with the Act, regulation or an associated code, and may include an unsafe condition(s),
- an unsafe condition is any condition that, in the opinion of the SCO, could result in injury, death, or property damage or loss, and may include a deficiency or a situation of imminent serious danger,
- a final inspection means an inspection conducted when the project or designated portion of the project, in the opinion of the SCO is sufficiently complete, safe, and compliant such that the owner can safely occupy or utilize the work for its intended use, and
- imminent serious danger is a condition that, in the opinion of the SCO will result in injury, death, or property damage or loss if the condition is not corrected in a timely manner.

A SCO may, in addition to the mandatory inspections stipulated in this QMP, conduct as many inspections as required to ensure that safety and compliance with the Act has reasonably been achieved.

### **3.8 No-Entry Policy**

When a SCO is unable to gain entry to a site for a required inspection, the SCO will leave a notification on-site, or forward notification to the owner or permit applicant (as appropriate), advising of the inspection attempt and requesting that the Municipality be contacted to arrange for the site inspection.

If the Municipality does not receive a response within 30 days of notification, the Municipality notify the owner or permit applicant (as appropriate), a second notification requesting that the Municipality be contacted within 30 days to arrange for a site inspection.

If the Municipality is not contacted within 30 days of the second notification, the inspection stage may be considered a “no-entry” and counted as the required interim or final inspection. It will be noted on the Permit Services Report that a final inspection was not conducted and the file will be closed.

### **3.9 Verification of Compliance (VOC)**

A SCO, at their discretion, may accept a VOC in place of an inspection for an identified deficiency or noncompliance,

- as a follow-up on noted deficiencies or non-unsafe conditions on a site inspection report, or
- in lieu of a site inspection when permitted in this QMP

A VOC will include the:

- identification of the document as a VOC,
- address of where the VOC is being applied for,
- permit number and discipline,
- name and title of the person who provided the VOC and how it was provided (i.e. written assurance, verbal assurance (with written documentation), site visit by designate, photographs, etc.),
- date accepted by the SCO, and
- name of the SCO.



### **3.10 Investigation of an Unsafe Condition, Accident, or Fire**

A SCO may investigate an unsafe condition, or accident to determine its cause and circumstance and make recommendations related to safety.

When investigating an unsafe condition, or accident, or fire, a SCO has the authority to exercise the powers under the Act and close all or part of the affected premise for a period of 48 hours or for a period authorized by a justice to prevent injury or death or to preserve property while conducting an investigation.

No person shall remove or interfere with anything in, on or about the place where the unsafe condition, accident or fire occurred until permission has been granted by a SCO, unless it is necessary to do so to prevent death or injury, to protect property or to restore service.

A SCO who conducts an investigation will submit a copy of the report to an Administrator and provide a summary of the investigation to the Council.



## Schedule C

### Technical Discipline Service Delivery Standards

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## **4.0 Technical Discipline Service Delivery Standards**

### **4.1 Schedule C.1 BUILDING**

#### **Building Permits**

The Municipality will, **prior** to permit issuance:

- obtain construction documents including plans and specifications as outlined in the Alberta Building Code (ABC),
- obtain any letters or schedules required to be provided by the ABC,
- conduct a preliminary review of the construction documents to determine if professional involvement is required or if there are any potentially significant code compliance issues,
- review applicable information on land conditions eg. Sub strata, soil conditions, water table,
- obtain documents with the seal and signature of a registered architect and/or professional engineer(s), when required by the ABC,
- obtain New Home Warranty verification where applicable.

#### **Construction Document Review**

The Municipality will, not more than 15 days after permit issuance:

- complete a review of the construction documents in accordance with the requirements of the ABC,
- prepare a Plans Review Report,
- provide the Plans Review Report to the permit applicant and/or the contractor, and the Municipality's file and if requested, to the owner, project consultant, architect, or consulting engineers, and
- provide one set of the examined construction documents to the permit applicant for retention and review at the project site, and retain one set on the Municipality's file.

#### **Compliance Monitoring on Projects requiring Professional Involvement**

The Municipality will:

- collect and maintain on file, required schedules, and/or a letter(s) of compliance from the professional architect or engineer when a part(s) of the building requires a professional architect or engineer, and
- collect and maintain on file all schedules and letters of compliance required in accordance with the ABC when the registered professional architect and/or engineer involvement is required for the work covered under a permit.



## Building Site-Inspections

A Building SCO will conduct site inspections at the stages indicated below:

### Site Inspection Stages for Part 9 Buildings Not Requiring Overall Professional Involvement

Type Of Project	Type of Building & Major Occupancy	Minimum # of Inspections	Inspection Stage
New Construction, OR Alteration, addition, renovation, reconstruction, change in occupancy, minor work (with a value of not more than \$50,000)	All	1	<ul style="list-style-type: none"> <li>at any stage</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>within 1 year from permit issuance</li> </ul>
Demolition	All	1	<ul style="list-style-type: none"> <li>at any stage within 1 year from permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$50,000)	Single & Two Family Dwellings (Group C)	3	<ul style="list-style-type: none"> <li>complete foundation (prior to backfill)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>solid or liquid fuelled appliance(s), building envelop, and framing (prior to covering up with insulation and vapour barrier)</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>building envelope including insulation and vapour barrier (prior to drywall)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final, including HVAC completion within 2 years of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$50,000)	Multi-family Residential, Townhouses, Small Apartments (Group C)	3	<ul style="list-style-type: none"> <li>complete foundation (prior to backfill)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>solid or liquid fuelled appliance(s), building envelop, and framing (prior to covering up with insulation and vapour barrier)</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>building envelope including insulation and vapour barrier (prior to drywall)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final, including fire alarm and HVAC completion within 2 years of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$50,000)	Business & Personal Services, Mercantile, Med. & Low Hazard Industrial (Group D, E,	3	<ul style="list-style-type: none"> <li>complete foundation (prior to backfill)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>building envelope and HVAC rough-in</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>framing, structure, and building envelop (prior to insulation and vapour barrier)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final, including HVAC completion within</li> </ul>



	F2, F3)		2 years of permit issuance
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**Site Inspection Stages, Part 3 Buildings Not Requiring Overall Professional Involvement**

Type Of Project	Major Occupancy	Minimum # of Inspections	Inspection Stages
Alteration, addition, renovation, reconstruction, change in occupancy, minor work (with a value of not more than \$50,000)	All	1	<ul style="list-style-type: none"> <li>○ at any stage</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ within 1 year of completion</li> </ul>
Demolition	All	1	<ul style="list-style-type: none"> <li>○ at any stage within 1 year of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy with a value of work more than \$50,000 and less than \$200,000)	All	2	<ul style="list-style-type: none"> <li>○ *foundation</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *framing, structure</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *HVAC rough-in</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *fire suppression systems</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *fire alarm system</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *HVAC completion</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *interior partitioning</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ Medical Gas rough in</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>○ *final within 2 years of permit issuance</li> </ul> <p>* NOTE: Any of these site inspections may be combined when it's reasonable to do so, and if site conditions permit.</p>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy (value of work more than \$200,000)	All	3	<ul style="list-style-type: none"> <li>○ *foundation</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *framing, structure</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *HVAC rough-in</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *fire suppression systems</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *fire alarm system</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *HVAC completion</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ *interior partitioning</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>○ Medical Gas rough in</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>○ *final within 2 year of permit issuance</li> </ul> <p>* NOTE: Any of these site inspections may be combined when it's reasonable to do so,</p>



			and if site conditions permit.
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**Site Inspection Stages, Part 3 or 9 Buildings Requiring Overall Professional Involvement**

Type Of Project	Major Occupancy	Minimum # of Inspections	Inspection Stages
Alteration, addition, renovation, reconstruction, change in occupancy, minor work (with a value of not more than \$50,000)	All	1	<ul style="list-style-type: none"> <li>○ at any stage</li> <li><b>OR</b></li> <li>○ within 1 year of permit issuance</li> </ul>
Demolition	All	1	<ul style="list-style-type: none"> <li>○ at any stage within 1 year of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy (value of work more than \$50,000 and less than \$200,000)	All	2	<ul style="list-style-type: none"> <li>○ interim inspection at approximately the mid-term of the work</li> <li><b>AND</b></li> <li>○ final within 2 years of permit issuance</li> </ul>
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy (value of work more than \$200,000)	All	3	<ul style="list-style-type: none"> <li>○ *foundation</li> <li><b>OR</b></li> <li>○ *framing, structure</li> <li><b>OR</b></li> <li>○ *HVAC rough-in</li> <li><b>OR</b></li> <li>○ *fire suppression systems</li> <li><b>OR</b></li> <li>○ *fire alarm system</li> <li><b>OR</b></li> <li>○ *HVAC completion</li> <li><b>OR</b></li> <li>○ Interior Partitioning</li> <li><b>OR</b></li> <li>○ Medical Gas rough in</li> <li><b>AND</b></li> <li>○ *final within 2 years of permit issuance</li> </ul> <p>* NOTE: Any of these site inspections may be combined when it's reasonable to do so, and if site conditions permit.</p>



### **Site Inspection Stages, Special Circumstances**

#### **In conjunction with / exceptions to the above tables:**

**Site Inspection of labelled mobile home siting** will consist of at least one on-site inspection within 180 days of permit issuance.

**Site Inspection of Part 10 buildings** will consist of at least one on-site inspection within 30 days of final set-up stage.

**Site Inspection of Solid or Liquid Fuelled Heating Appliances** (under separate permit) will consist of at least one on-site inspection, prior to covering, within 180 days of permit issuance.

**Site Inspection of Mechanical, Heating, or Ventilation Systems** (under separate permit) will consist of at least one on-site inspection at the completion stage, prior to covering, within 180 days of permit issuance.

**Site Inspection of Vendors** that advertise, display, or offer for sale, things to which the Act applies will consist of inspecting upon complaint or concern.

**Site Inspection of Manufacturers** will be conducted as per the permit inspection schedule for permitted work; or initiate the compliance and enforcement process for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.



## 4.2 Schedule C.2 ELECTRICAL AND ELECTRICAL UTILITY

### Electrical Permits

The Municipality will issue Electrical Permits.

### Construction Document Review

A SCO and/or a permit issuer may, as a condition of the permit, require the permit applicant to submit construction documents (including plans and specifications) describing the work for any proposed electrical installation.

### Electrical Site-Inspections

An Electrical SCO will conduct site inspections at the stages indicated below:

#### Site Inspections for Electrical Installations

Type of Project	Minimum # of Inspections	Inspection Stages
Public Institutions, Commercial, Industrial, Multi-Family Residential (with value of work over \$10,000)	2	<ul style="list-style-type: none"> <li>rough-in inspection (prior to cover-up)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Public Institutions, Commercial, Industrial, Multi-Family Residential (with value of work \$10,000 or less)	1	<ul style="list-style-type: none"> <li>rough in inspection or final inspection, within 1 year of permit issuance</li> </ul>
Single Family Residential or Farm Buildings (with value of work over \$2,500)	2	<ul style="list-style-type: none"> <li>completed rough-in inspection (prior to cover-up)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Single Family Residential or Farm Buildings (with value of work \$2,500 or less)	1	<ul style="list-style-type: none"> <li>final inspection, within 180 days of completed work</li> </ul>
Skid Units, Relocatable Industrial Accommodation, Oilfield Pump-jacks, Temporary Services	1	<ul style="list-style-type: none"> <li>rough-in inspection (prior to cover-up)</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>final inspection within 180 days of permit issuance, including all additional wiring for Relocatable Industrial Accommodation and Manufactured Housing</li> </ul>
Annual Permit (for minor alterations/additions conducted on one site)	2	<ul style="list-style-type: none"> <li>mid- term inspection</li> <li>final inspection, within 60 days of expiry of permit</li> </ul>



### **Site Inspection Stages, Special Circumstances**

**Site Inspection of Vendors** that advertise, display, or offer for sale, things to which the Act applies will consist of inspecting upon complaint or concern.

**Site Inspection of Manufacturers** will be conducted as per the permit inspection schedule for permitted work; or initiate the compliance and enforcement process for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.



### 4.3 Schedule C.3 PLUMBING

#### Plumbing Permits

The Municipality will issue Plumbing permits.

#### Construction Document Review

A SCO and/or a permit issuer may, as a condition of the permit, require the permit applicant to submit construction documents including plans and specifications describing the work for any proposed plumbing installation.

#### Plumbing Site-Inspections

A Plumbing SCO will conduct site inspections at the stages indicated below:

#### Site Inspections for Plumbing Installations

Installation Type	Minimum # of Inspections	Plumbing Installation Stage
Public Institutions, Commercial, Industrial, Multi-Family Residential (with more than 5 fixtures)	2	<ul style="list-style-type: none"> <li>rough-in below grade prior to covering</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>rough-in above grade prior to covering</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Public Institutions, Commercial, Industrial, Multi-Family Residential (with 5 fixtures or less)	1	<ul style="list-style-type: none"> <li>rough-in below grade prior to covering</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>rough-in above grade prior to covering</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Single Family Residential or Farm Buildings new construction (or alteration, addition, or renovation with more than 5 fixtures)	2	<ul style="list-style-type: none"> <li>completed rough-in below grade</li> </ul> <b>OR</b> <ul style="list-style-type: none"> <li>completed rough-in above grade prior to covering (within 180 days of permit issuance)</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Single Family Residential or Farm Building alteration, addition, or renovation (with 5 fixtures or less)	1	<ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Annual Permit	2	<ul style="list-style-type: none"> <li>mid-term inspection</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Private Sewage Disposal Systems	1	<ul style="list-style-type: none"> <li>site inspection completed prior to covering.</li> </ul>



### **Site Inspection Stages, Special Circumstances**

**Site Inspection of Vendors** that advertise, display, or offer for sale, things to which the Act applies will consist of inspecting upon complaint or concern.

**Site Inspection of Manufacturers** will be conducted as per the permit inspection schedule for permitted work; or initiate the compliance and enforcement process for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.

### **Permits for Private Sewage Disposal Systems**

The Municipality will issue permits for Private Sewage Disposal System installations.

### **Permit Issuance for Private Sewage Disposal Systems**

The Municipality will, prior to permit issuance require the permit applicant to provide all relevant installation details including:

- a site plan,
- the expected volume of sewage per day,
- the criteria used to determine the expected volume of sewage per day,
- description and details of all sewage system treatment and effluent disposal component(s), and
- details of the method(s) used to determine the soil effluent loading rate, including the results of the method(s) and who they were conducted by, and the depth to the water table if less than 2.4 m from ground surface.

A Plumbing Group B SCO will complete a review of the permit application information for compliance with the Private Sewage Disposal System regulations prior to permit issuance.

### **Private Sewage Disposal System Site Inspections**

A Plumbing Group B SCO will conduct a minimum of one site inspection prior to covering.



#### 4.4 Schedule C.4 GAS

##### Gas Permits

The Municipality will issue Gas Permits.

##### Construction Document Review

A SCO and/or a permit issuer may, as a condition of the permit, require the permit applicant to submit construction documents including plans and specifications describing the work for any proposed gas installation.

##### Gas Site-Inspections

A Gas SCO will conduct site inspections at the stages indicated below:

##### Site Inspections for Gas Installations

Installation Type	Minimum # of Inspections	Gas Installation Stages
Public Institutions, Commercial, Industrial, Multi-Family Residential	2	<ul style="list-style-type: none"> <li>rough-in</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Single Family Residential or Farm Buildings	2	<ul style="list-style-type: none"> <li>rough-in</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit Issuance</li> </ul>
Single Family Residential accessory buildings, or any use alteration, addition, renovation, or reconstruction	1	<ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Temporary Heat Installations (under separate permit), temporary services	1	<ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>
Annual Permit	2	<ul style="list-style-type: none"> <li>mid-term inspection</li> </ul> <b>AND</b> <ul style="list-style-type: none"> <li>final inspection at substantial completion of work described on the permit within 2 years of permit issuance</li> </ul>

##### Site Inspection Stages, Special Circumstances

**Site Inspection of Vendors** that advertise, display, or offer for sale, things to which the Act applies will consist of inspecting upon complaint or concern.

**Site Inspection of Manufacturers** will be conducted as per the permit inspection schedule for permitted work; or initiate the compliance and enforcement process for work not permitted or under other safety codes administration such as accredited corporation monitoring, a Standards Council of Canada program, a provincial government manufacturing program, or an international agreement, where the work is within scope of safety codes requirements.



## 4.5 Schedule C.5 FIRE

### Fire Permits/Permissions

The Municipality will issue permits/permissions and occupant load certificates.

#### 4.5.1 Fire Code Compliance Inspections

Activity / Project	Type of use, occupancy, sites, or work	Risk Rating	Inspection Frequency Range (May be by occupancy or individual unit)
New construction	Storage Tank Systems for Flammable Liquids & Combustible Liquids		1 site inspection of all work or acceptance of Verification of Compliance AND 1 final inspection within 365 days of permit issuance
Alteration, addition, renovation, reconstruction, or removal	Storage Tank Systems for Flammable Liquids & Combustible Liquids		1 site inspection or acceptance of Verification of Compliance within 365 days of permit issuance.
Storage Tank Systems	Storage Tank Systems for Flammable Liquids & Combustible Liquids		Once every 12 months
Fire Safety Plan implementation and practices	All new construction, alteration, addition, renovation, reconstruction, or removal		1 site inspection where a risk to occupied residential building(s) has been identified
Compliance inspections	Special Events or Sites		Once per event
	Group A, Division 1 Assembly	R4	Once every 12 months
	Group A, Division 2 Assembly	R4	Once every 12 months
	Group A, Division 3 Assembly	R3	Once every 12 months
	Group A, Division 4 Assembly	R3	Once every 12 months
	Group B, Division 1 Detention	R4	Once every 12 months
	Group B, Division 2 Treatment	R4	Once every 12 months
	Group B, Division 3 Care	R4	Once every 12 months
	Group C, Residential 1-5 family	R1	On request or complaint
	Group C, Residential Small 5-25 family	R2 or R3	R2 - Once every 24 months R3 - Once every 12 months
	Group C, Residential Large 25 and more family	R3 or R4	Once every 12 months
	Group D Low Rise <6 stories	R2	Once every 24 months
	Group D High Rise >6 stories	R3	Once every 12 months



Activity / Project	Type of use, occupancy, sites, or work	Risk Rating	Inspection Frequency Range (May be by occupancy or individual unit)
	Group E < 600m <sup>2</sup>	R2	Once every 24 months
	Group E > 600m <sup>2</sup>	R3	Once every 12 months
	Group F Division 1	R4	Once every 12 months
	Group F Division 2 < 600m <sup>2</sup>	R2	Once every 24 months
	Group F Division 2 > 600m <sup>2</sup>	R3	Once every 12 months
	Group F Division 3	R2	Once every 24 months

### Definitions:

- 1) **On request or complaint** - the inspection will be prioritized based on risk and/or life safety concerns.
- 2) **Once every 12 months** - a specific day is set which shall apply in each 12th month for each occupancy or site to be inspected. An inspection conducted within 60 days of this set date is deemed to have met with the quantitative intent of this QMP.
- 3) **Once every 24 months** - a specific day is set which shall apply in each 24th month for each occupancy or site to be inspected. An inspection conducted within 60 days of this set date is deemed to have met with the quantitative intent of this QMP.

### **4.5.2 Storage Tank Systems for Flammable Liquids and Combustible Liquids**

#### **Storage Tank Systems for Flammable Liquids and Combustible Liquids**

The Municipality will:

- obtain two complete sets of construction documents signed and sealed by a Professional Engineer as outlined in the Alberta Fire Code,
- complete a review of the construction documents to assess compliance with the requirements of the Alberta Fire Code,
- initial all pages of the construction documents,
- date stamp and sign the documents,
- complete a Plans Review Report,
- provide the Plans Review Report to the owner, contractor, and municipality's file, and if requested, to the project consultant or consulting engineer,
- provide one set of construction documents to the permit applicant for retention and review at the project site, and retain one set for the municipalities file, and
- Complete a PSR and submit to the permit holder

### **4.5.3 Fireworks**

The Municipality may issue permits for:

- vendor,
- purchase,
- possession,
- handling, and
- discharge.



Prior to issuing a permit respecting the purchase, possession, handling, discharge, fire or set-off, the Fire SCO will obtain from the applicant written confirmation that the person:

- will conduct activities in accordance with safe practices outlined in the Alberta Fire Code, and
- is of at least 18 years of age.

Prior to issuing a permit respecting the sale of fireworks, the Fire SCO will obtain from the owner of the retail business, written confirmation that the business:

- holds a valid municipal business license or confirmation of ownership of the business when the municipality does not require business to hold such license,
- employees handling fireworks for sale are of at least 18 years of age,
- manufacturer's instructions are posted at the sales location and provided with each sale,
- record of each sale is retained for examination by the Fire SCO, and
- stores fireworks in conformance with Part 3 of the Alberta Fire Code.

All permits must include the SCO's signature, the SCO's certification and the DOP number.

#### **4.5.4 Hot Works**

Hot Works may be addressed through the Construction Fire Safety Plan.

#### **4.5.5 Construction Fire Safety Plans (including demolition)**

An accepted Fire Safety Plan will be in place for each permitted construction or demolition undertaking.

The Municipality will review:

- construction and demolition plans for fire safety, and
- risk to occupied residential buildings.

A Fire Safety Plan will include:

- the responsibility of workers,
- emergency procedures,
- control of hazards,
- maintenance of firefighting measures, and
- the acceptance of the Fire Safety Codes Officer having jurisdiction.

The accepted Fire Safety Plan will be posted in a visible location on the work site.

#### **4.5.6 Fire Investigations**

In relation to the fire discipline, an SCO will investigate the cause, origin, and circumstance of every fire in which a person dies or suffers injury that requires professional medical attention or in which property is damaged or destroyed. The results of each investigation will be reported to the Fire Commissioner in accordance with the Administrative Items Regulation. A Fire SCO may arrange for any additional municipal, law enforcement, agency, or other resources as required assisting in an investigation including representatives from the Fire Commissioner's Office. In the event of a fire resulting in a death or where arson is suspected, the investigation will include



immediate notification to the Alberta Fire Commissioner's Office. Fire Investigation report files must be fully completed and may, at the discretion of the Municipality, be retained indefinitely. A records management system for Fire Investigation will be maintained containing the following information:

- dispatch or run sheets,
- fire Incident Field Notes,
- casualty Field Notes (if applicable),
- wildfire Notes (if applicable),
- evidence Form,
- vehicle Fire Field Notes (if applicable),
- photographs,
- structure Fire Notes,
- firefighter Statements,
- witness Statements, and
- consent to Search (if applicable)

Fire Investigations reports will include the following information:

- file number,
- location of fire,
- date of fire,
- date of investigation,
- building / property use,
- cause of fire,
- origin of fire,
- value of loss,
- name and designation number of SCO conducting the investigation,
- comments, and
- date of completion/sign off.

#### **4.5.7 Fire Prevention Programs**

Fire Prevention Programs means educational public awareness and consultative services designed to assist individuals, businesses, and industries to understand and implement effective Fire Safety Plans.

The Municipality will support and provide at least one of the following types of fire prevention programs annually:

- (a) school curriculum,
- (b) minority focused programs,
- (c) seniors programs,
- (d) community education, and
- (e) other programs such as a Home Safety Program, After the Fire Program, Juvenile Fire setter Intervention Program, Fire Smart, Shelter-in-Place, and Fire Department Pre-Fire Planning of selected commercial businesses



## Appendix B

### Safety Codes Inspection Department Policy



**DEPARTMENT POLICY**  
Inspections & Licensing**2017-026-DP Policy****Safety Codes Inspections****Purpose:**

- 1 The purpose of this departmental policy is to provide a working policy identifying the level of safety codes inspections.
- 2 The intended outcomes are:
  - (1) To ensure that the Quality Management Plan is the governing document for minimum service levels.
  - (2) To maintain the level of safety codes inspection service that is presently in place.

**Policy:**

- 1 The City of Red Deer will provide the minimum number of site inspections outlined in the approved Quality Management Plan.
- 2 In addition to the minimum number of site inspections, The City of Red Deer will provide the maximum number of site inspections outlined in Appendix A at the inspection stages identified.
- 3 Additional inspection fees apply for requests exceeding the maximum, set out in Schedule A of the *Safety Codes Permit Bylaw*.

**Scope / Application:**

- 4 This procedure applies for Safety Codes site inspections required under the *Safety Codes Act*, the *Quality Management Plan* and industry best practice standards.

**References/Links:**

- 1 Province of Alberta, *Safety Codes Act*
- 2 Province of Alberta, *Permit Regulation*
- 3 City of Red Deer, Bylaw No. 3551/2015, the *Safety Codes Permit Bylaw*

**Authority Responsible to Implement:**

- 1 Inspections and Licensing Manager
- 2 Inspections, Enforcement and Building Supervisor



**DEPARTMENT POLICY**  
Inspections & Licensing**2017-026-DP Policy****Safety Codes Inspections****Inquiries/Contact Person:**

- 1 Inspections, Enforcement and Building Supervisor
- 2 Safety Codes Officer

**Document History:**

<b>Date:</b>	<b>Approved/Reviewed By:</b>	<b>Title:</b>
	Erin Stuart	Inspections & Licensing Manager

**Policy Monitoring and Evaluation:**

The policy will be reviewed every three years with revisions made as required.




**DEPARTMENT POLICY**  
 Inspections & Licensing

**2017-026-DP Policy**
**Safety Codes Inspections**
**APPENDIX A**
**Site Inspection Stages for Part 9 Buildings Not Requiring Overall Professional Involvement**

Type Of Project	Type of Building & Major Occupancy	Max # of Inspections	Inspection Stage
New Construction, OR Alteration, addition, renovation, reconstruction, change in occupancy, minor work (with a value of not more than \$50,000)	All		
	Building	1	○ Final
*if required	HVAC	1	○ Final or rough-in
*if required	Electrical	2	○ Final and rough-in
*if required	Plumbing	2	○ Final and rough-in
*if required	Gas	2	○ Final and rough-in
			○
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$50,000)	Single & Two Family Dwellings (Group C)		○
	Building	4	○ Foundation, Frame, Predrywall, Final
	HVAC	2	○ Final and rough-in
	Electrical	2	○ Final and rough-in
	Plumbing	2	○ Final and rough-in
	Gas	2	○ Final and rough-in
*if required	SC	1	○ Final
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$50,000)	Multi-family Residential, Townhouses, Small Apartments (Group C)		
	Building	4	○ Foundation, Frame, Predrywall, Final
	HVAC	2	○ Final and rough-in





## DEPARTMENT POLICY

### Inspections & Licensing

2017-026-DP Policy

## Safety Codes Inspections

	Electrical	2	o Final and rough-in
	Plumbing	2	o Final and rough-in
	Gas	2	o Final and rough-in
	SC	1	o Final
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$50,000)	Business & Personal Services, Mercantile, Med. & Low Hazard Industrial (Group D, E, F2, F3)		
	Building	4	o Foundation, Frame, Predrywall, Final
	HVAC	2	o Final and rough-in
	Electrical	2	o Final and rough-in
	Plumbing	2	o Final and rough-in
	Gas	2	o Final and rough-in
	SC	1	o Final




**DEPARTMENT POLICY**  
**Inspections & Licensing**
**2017-026-DP Policy**
**Safety Codes Inspections**
**Site Inspection Stages, Part 3 Buildings Not Requiring Overall Professional Involvement**

Type Of Project	Major Occupancy	Max # of Inspections	Inspection Stages
Alteration, addition, renovation, reconstruction, change in occupancy, minor work (with a value of not more than \$50,000)	All		
	Building	2	○ Final and framing or predrywall
	HVAC	2	○ Final and rough-in
	Electrical	2	○ Final and rough-in
	Plumbing	2	○ Final and rough-in
	Gas	2	○ Final and rough-in
			○
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy with a value of work more than \$50,000 and less than \$200,000)	All		
	Building	4	Foundation, Frame, Predrywall or Firestop, Final
	HVAC	2	○ Final and rough-in
	Electrical	2	○ Final and rough-in
	Plumbing	2	○ Final and rough-in
	Gas	2	○ Final and rough-in
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy (value of work more than \$200,000)	All		
	Building	4	○ Foundation, Frame, Predrywall or Firestop, Final
	HVAC	2	○ Final and rough-in
	Electrical	2	○ Final and rough-in
	Plumbing	2	○ Final and rough-in
	Gas	2	○ Final and rough-in




**DEPARTMENT POLICY**  
**Inspections & Licensing**
**2017-026-DP Policy**
**Safety Codes Inspections**
**Site Inspection Stages, Part 3 or 9 Buildings Requiring Overall Professional Involvement**

Type Of Project	Major Occupancy	Max # of Inspections	Inspection Stages
Alteration, addition, renovation, reconstruction, change in occupancy, minor work (with a value of not more than \$50,000)	All		
	Building	2	○ Final and rough-in
	HVAC	2	○ Final and rough-in
	Plumbing	2	○ Final and rough-in
	Gas	2	○ Final and rough-in
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy (value of work more than \$50,000 and less than \$200,000)	All		
	Building	3	○ Frame, Predrywall or Firestop, Final
	HVAC	2	○ Final and rough-in
	Plumbing	2	○ Final and rough-in
	Gas	2	○ Final and rough-in
New Construction <b>OR</b> Alteration, addition, renovation, reconstruction, change of occupancy (value of work more than \$200,000)	All		
	Building	4	○ Foundation, Frame, Predrywall or Firestop, Final
	HVAC	2	○ Final and rough-in
	Plumbing	2	○ Final and rough-in
	Gas	2	○ Final and rough-in
			○
Demolition	Building	1	○ Before demolition start
			○





November 27, 2017

## Woodlea Character Statements

### Land Use Bylaw Amendment 3357/E-2018

Planning Department Report

#### **Report Summary and Recommendation**

---

The intent of the Woodlea Character Statements is to define design parameters for redevelopment proposals within the Woodlea neighbourhood. Land Use Bylaw amendment 3357/E-2018 proposes to add the Woodlea Character Statements as an appendix to the Land Use Bylaw.

Due to the large amount of material provided for review, Administration recommends Council receives this report as information prior to First Reading of Land Use Bylaw amendment 3357/E-2018. It will return to Council at a later date.

The recommendation is based on the following merits:

- The Woodlea Character Statements are consistent and complies with direction set out in the City's policies regarding redevelopment.
- The Woodlea Character Statements are relevant for small-scale single detached dwelling units being redeveloped in Woodlea.
- The Woodlea Character Statements are a balanced approach between the topics raised by the community regarding future redevelopment.

#### **City Manager Comments**

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That City Council receives the report for information. Bylaw 3357/E-2018 will come back for first reading at a later date.

Craig Curtis  
City Manager

#### **Proposed Resolution**

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That the report be received as information.



## Analysis

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### 1. Defines Character

The Character Statements define the existing character of the neighbourhood which will provide clarity for the community and administration when reviewing development permit applications.

### 2. Incorporates balanced community feedback

Throughout the process the City has met and consulted with the Woodlea Community Association and the Woodlea community-at-large to consider redevelopment comments raised within the neighbourhood. Based on the type of redevelopment occurring in the neighbourhood, single detached dwelling units, the Woodlea Character Statements are pertinent to the small-scale redevelopment occurring and are a balanced approach based on feedback received by landowners.

### 3. The amendment complies with City of Red Deer policies:

The City has several policies aimed at creating great spaces and places within Red Deer. The Character Statements are consistent and comply with the Strategic Direction, Design Charter, Municipal Development Plan, Neighbourhood Planning and Design Standards, and the Land Use Bylaw.

## Discussion

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### Defining Character

Currently when a development permit application for redevelopment is submitted the *Land Use Bylaw* states that the City may request increased development standards to ensure that the proposal will be compatible with the existing character of the area; however there is nothing in place to define what the character is or what the increased standards may be. The Character Statements are a regulatory tool to define each of these. Defining character provides clarity for the community and administration when reviewing development permit applications.

Character Statements define the “character” of a specific geographic area by capturing design elements that make one geographic area unique. The intent of the Character Statements is to define design parameters for redevelopment proposals within Woodlea.

These Character Statements will be used when redevelopment occurs in order to provide guidance on how to design compatible new development. As part of the Character Statements there are design standards applicable to the entire neighbourhood, and there are three Character Areas in Woodlea, each with its own unique set of design standards to guide redevelopment.

Character Statements will be applied through the Land Use Bylaw to evaluate if an application maintains the character of the area.

If the proposed bylaw is approved, the Character Statements will be included as an appendix to the Land Use Bylaw, the recommendations within the Character Statements will require conformance as with other regulations in the Land Use Bylaw.



### Dialogue

Throughout the process the City has engaged and consulted with the Woodlea Community Association and the community-at-large. A neighbourhood walk-about, meetings with the community association, letters to landowners, and open houses/community meetings were all part of the process.

Key comments throughout the process are summarized in Appendix 2: Summary of Key Comments and Administration's Response. Details of the community consultation process are found in Appendix 3: Community Consultation.

Similarly to the Waskasoo Character Statements, the Woodlea Character Statements have also been circulated for comment to several builders that typically are involved in redevelopment in Red Deer, see Appendix 4: Letter to Building Community. No comments or concerns were received.

Several City departments have been consulted with during the planning process. The Character Statements have considered feedback received from all referred departments.

### Consistency with City of Red Deer Policies

The Character Statements are consistent and comply with the direction set out in the following City documents:

#### *Strategic Direction & the Design Charter*

The Character Statements are consistent with The City's *Strategic Plan 2015 to 2018* direction regarding Community Amenities in that it provides planning guidance for the development of great spaces and places within Red Deer. The Character Statements are also consistent with the *Design Charter* objectives to increase civic pride, to create neighbourhoods that are reflective of character, and to create neighbourhoods that are distinctive.

#### *Municipal Development Plan*

The Character Statements are consistent with the *Municipal Development Plan* as follows:

- The Character Statements fulfill a requirement for Design Guidelines (7.1) in that "The City should prepare guidelines for areas with special characteristics, opportunities and problems to exercise greater design controls. Areas where design guidelines may be needed could include older neighbourhoods experiencing development pressures, the Gaetz Avenue Corridor, QE II Highway, and major entries and gateways to the city and Downtown."
- The Character Statements also support the Infill Planning Guidelines and Standards policy (10.10) as "The City shall prepare and maintain planning guidelines and standards for infill development with the intent of ensuring that infill development and intensification of established areas occurs in an appropriate manner."

#### *Neighbourhood Planning and Design Standards*



The Character Statements are consistent with the *Neighbourhood Planning and Design Standards* redevelopment standards as attached in Appendix 5: Redevelopment - Density and Building Design Standards within Neighbourhood Planning and Design Standards.

*Land Use Bylaw*

The Mature Neighbourhood Overlay District found within the *Land Use Bylaw* will be applied to Woodlea. The Character Statements are consistent with the policies of the overlay district.

## **List of Appendices**

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1. LUB Amendment 3357/E-2018
2. Summary of Key Comments and Administration's Response
3. Community Consultation
4. Letter to Building Community
5. Redevelopment - Density and Building Design Standards within Neighbourhood Planning and Design Standards



## **APPENDIX I**

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LUB Amendment 3357/E-2018







**BYLAW NO. 3357/E-2018**

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3357/2006 is hereby amended as follows:

1. Section 7.14 (3)(a) is amended as follows to include the Woodlea neighbourhood:

The regulations in this District apply to all Redevelopment applications located in the Mature Neighbourhood Overlay District (shown on the Land Use Constraint Maps M15, N15, M16, N16, N17, N18, O18).

2. The Woodlea Character Statements, as attached, are added and form part of the bylaw as Appendix A: Woodlea Character Statements
3. Land Use District Maps M16, N16, N17, N18, and O18 contained in Schedule A of the Land Use Bylaw is hereby amended in accordance with the Schedule A "Map 4-2018" attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

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MAYOR

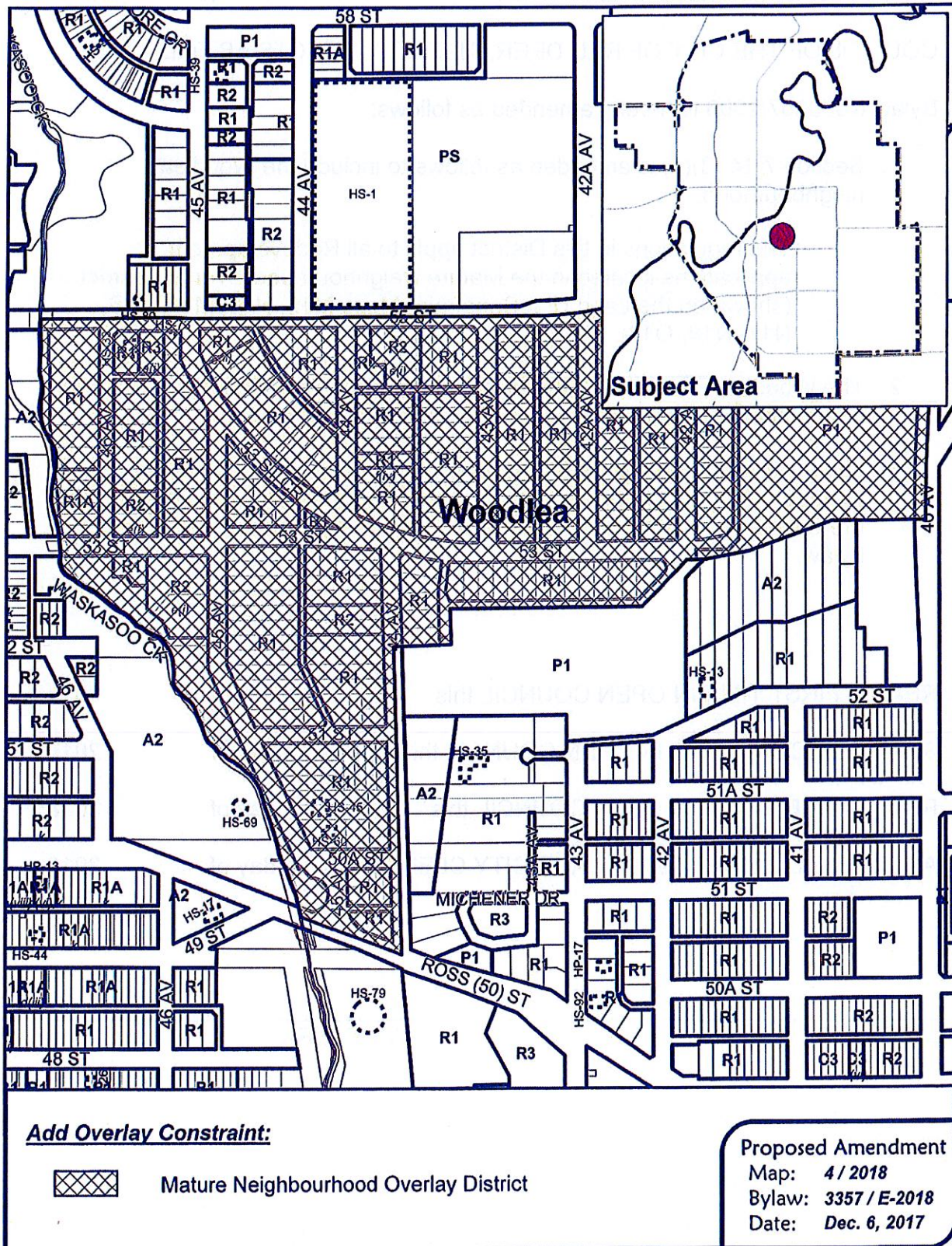
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CITY CLERK



## Schedule "A"

**THE CITY OF Red Deer** Proposed Amendment to Land Use Bylaw 3357/2006





# Woodlea Character Statements

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*City of Red Deer Planning Department*

The following Character Statements will form part of The City of Red Deer Land Use Bylaw 3357/2006 Appendix A under Land Use Bylaw amendment 3357/E-2018

*Adopted: \_\_\_\_\_, 2018*

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## Woodlea Character Statements

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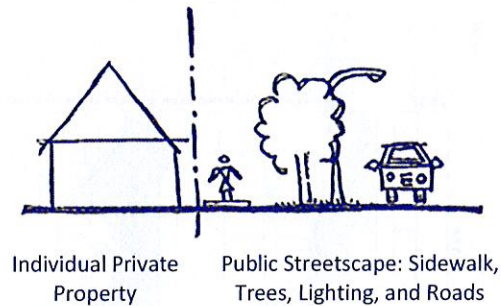






## 1. Introduction

All neighbourhoods contain the same basic elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When Redevelopment of private property or public infrastructure occurs, concerns over losing the “character” of a neighbourhood are often raised. The following Character Statements define the “character” of a specific geographic area by capturing the design elements that make one geographic area different from another.



Character Statements are not necessary for every neighbourhood in The City of Red Deer. They are useful for specific geographic areas that contain a combination of elements that together make an area unique or special. The ‘Character’ of the neighbourhood is specifically identified and design standards are created to assist in redeveloping an area intentionally.

Each Character Statement Area contains the following information which serves to define the overall characteristics:

- Character Statement Area Map;
- Context and History;
- Common Forms and Scale of Buildings;
- Common Building Materials;
- Other Common Elements; and
- Design Standards.

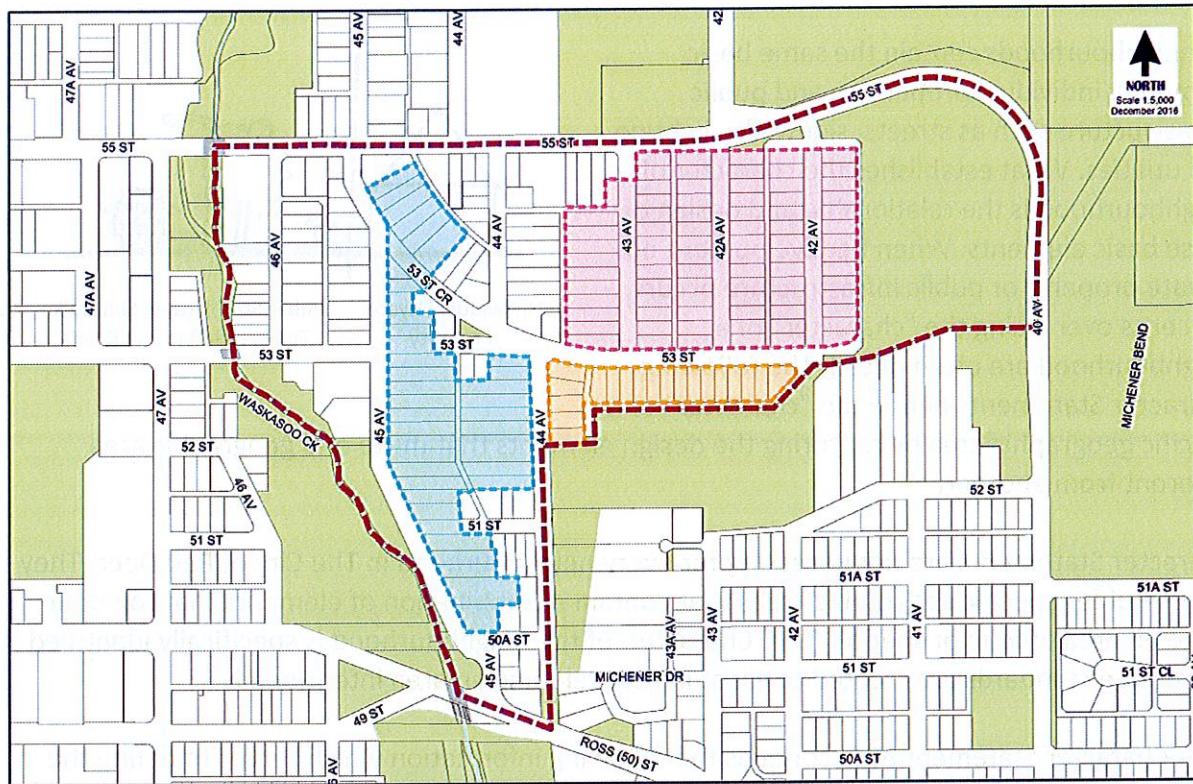
### 1.1 Woodlea Character Statements

The intent of the Character Statements is to define some design parameters to which a new proposal for Redevelopment within a defined area should adhere.

The Character Statements specific to the Woodlea neighbourhood were developed with assistance from community members and the Woodlea Community Association. Their assistance made it possible to create these Character Statements and their sincere efforts are greatly appreciated.

The Woodlea neighbourhood is divided into three distinct Character Areas, highlighted in the map below. Character Statements have been created for each of the three Character Areas. In addition to the three Character Areas, separate Character Statements have been created for the entire Woodlea area.





## WOODLEA PLAN AREA CHARACTER AREA MAP

-  Plan Area Boundary
-  Central Woodlea Character Area
-  Chinese Market Garden Character Area
-  Nazarene Camp Character Area

All of the photographic images used in the following Character Statements, unless otherwise noted, were taken by The City of Red Deer Planning Department in 2016. Assistance from the community, by the Woodlea Community Association, and their individual members are greatly appreciated and recognized.

### 1.2 How Character Statements are Applied

When an application for a development permit to redevelop a lot, or a subdivision application is received, the appropriate approving authority will evaluate the application based on conformity with:

- The City of Red Deer statutory plans (including but not limited to the *Municipal Development Plan, Area Structure Plans, Area Redevelopment Plan*);
- The *Land Use Bylaw*;
- Consultation with internal City departments and landowners within 100 m of the subject lot in accordance with section 2.7(d) of the Land Use Bylaw;
- The *Neighbourhood Planning and Design Standards* planning document;
- The applicable Character Statements;



- *Engineering Services Design Guidelines*; and
- The contents of the Letter of Intention submitted by the Applicant with development permit applications for Redevelopment within a Character Statement area.

Character Statements are a planning tool that will be applied in conjunction with *The City of Red Deer's Land Use Bylaw* and the generally applicable *Neighbourhood Planning and Design Standards* to evaluate if an application maintains the character of the area. Where the regulations in the *Land Use Bylaw* or the *Neighbourhood Planning and Design Standards* conflict with the Character Statements, the Character Statements shall prevail.

The Context and History, Common Forms and Scale of Buildings, Common Building Materials and Other Common Elements sections within each Character Statement identify various aspects that add to the distinct character and should be considered when evaluating whether a proposed development complements or maintains the character of the area.

A Letter of Intention shall be submitted by the Applicant with development permit applications for Redevelopment within a Character Statement area addressing how the proposal is sensitive to the Immediate Street Context as identified in the relevant Character Statements.

### 1.3 Historical Properties

As of June 2017 there are four properties in the Woodlea area listed as having historical significance. Each is listed below.

- McKenzie/Ellis Residence HS-33 (5345 46 Avenue)
- Frank Pettepher Residence HS-45 (5045 45 Avenue)
- Walter Trump Residence HS-60 (5035 45 Avenue)
- Chestnut Tree HS-73 (4501 55 Street)



McKenzie/Ellis Residence HS-33

The City has surveyed several additional historic properties over the years. Additional information can be found within the City's *Historic Site Survey Project (2008)*, the *Historic Site Inventory Project (2009)*, the *Heritage Site Survey (2015)*, and the *Places of Interest List* (currently being compiled). The information gathered in these documents can assist landowners to explore a designation on a voluntary basis.

Applications for properties that are identified as HS (Historical Significance) in the *Land Use Bylaw* are to be reviewed applying the *Standards and Guidelines for the Conservation of Historical Places in Canada* as well as *Creating a Future for Alberta's Historic Places*. The Federal and Provincial requirements take precedence over Character Statements.



## 1.4 Interpretation

Wording contained in the following Character Statements are intentional and contain “shall”, “should” and “may” statements. Character Statements that contain “shall” are those which must be followed. “Should” statements mean compliance is required but the Development Authority has some discretion based on the circumstances of the specific case. “May” statements indicate that the Development Authority determines the level of compliance that is required. Terms identified by a capitalized first letter are found in the Definitions section of this document or in the *Land Use Bylaw*.



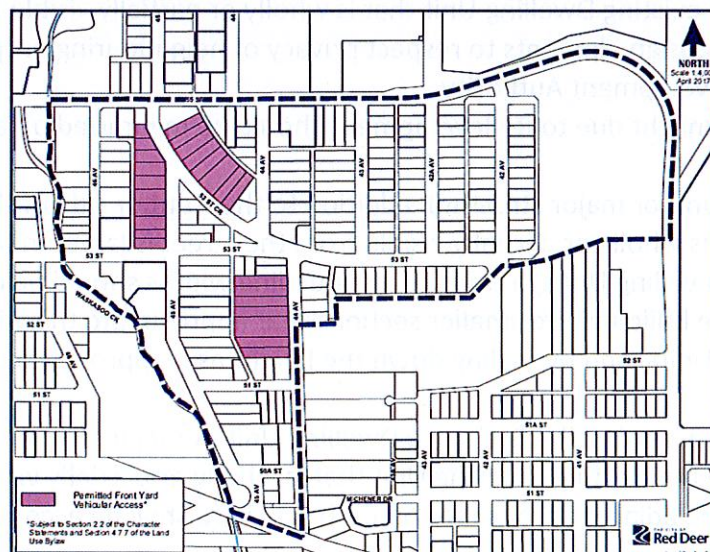
## 2. Design Standards applicable to the entire Woodlea neighbourhood

The following Character Statements will be applicable to the entire Woodlea Plan Area outlined on the Woodlea Plan Area Character Area Map.

### 2.1 Vehicular Access

1. Where a property does not have Rear Yard or Side Yard vehicular access, Front Yard vehicular access is allowed.
2. Notwithstanding Sections 4.6.9 and 5.6.9 of the Woodlea Character Statements, Front Yard vehicular access is discouraged in areas with Rear Yard or Side Yard access.
3. Notwithstanding Section 2.2 of these Character Statements and Section 4.7.7 Vehicular Access to Lots from Public Roadways of the *Land Use Bylaw*, Front Yard vehicular access is allowed where it is a dominant feature of the existing streetscape. Existing Front Yard vehicular access in areas where it is not a dominant feature of the existing streetscape may remain until the property is Redeveloped. Redevelopment of properties may require existing Front Yard vehicular access in areas where it is not a dominant feature to be removed. As shown in the map below, Front Yard vehicular access is considered a dominant feature of the streetscape in the following areas:
  - Properties on the west side of 45 Avenue between 5302 45 Avenue and 5344 45 Avenue;
  - 5335 45 Avenue, 5337 45 Avenue, 5339 45 Avenue, and properties along the north side of 53 Street Crescent between 4408 53 Street Crescent and 4434 53 Street Crescent
  - Properties on the west side of 44 Avenue between 5110 44 Avenue and 5138 44 Avenue.

Map 2.1.3(a) Front Yard Vehicular Access in Dominant Areas of Streetscape





4. Where Rear Yard or Side Yard vehicular access exist and Front Yard vehicular access is not a dominant feature of the streetscape, consideration for Front Yard vehicular access may only be granted in unique circumstances on the property such as retaining mature trees in the Rear Yard or Side Yard or an irregular parcel shape which limits development design options. In these circumstances the applicant is required to provide their reasons in writing for consideration by the Development Authority.
5. Front parking pads shall not be considered where there is vehicular access available from the Rear Yard or Side Yard, unless currently existing.

## **2.2 Boulevard Trees**

1. Boulevard trees shall not be removed or harmed to accommodate development on private property. Protection of existing boulevard trees shall conform to the City's Contract Specifications.
2. Existing tree-lined boulevards within the plan area shall remain indefinitely; however, trees may be replaced over time with different species and caliper as determined by the City's Recreation, Parks, and Culture department.

## **2.3 Building and Site Design**

1. For corner lots where the primary entrance of the Dwelling Unit is not at the front of the property, design the Dwelling Unit to create a strong sense of entry from the Front Façade (such as thoughtful design of pathways, Landscaping, or porch features). All other properties shall have the primary entrance of the Dwelling Unit at the front of the property.
2. Side windows and balconies on Dwelling Units are to respect the privacy of neighbouring properties. They should be located to minimize direct views into existing neighbouring windows and views overlooking neighbouring yards. A sketch showing the window locations of existing adjacent Buildings shall be accompanied with any development application for a new Dwelling Unit or major structural addition to the front or side of the existing Dwelling Unit that is wholly or partially visible from the street. Additional design elements to respect privacy of neighbouring properties may be required by the Development Authority.
3. Excessive loss of sunlight due to Redevelopment should be minimized on adjacent properties.
4. If a new Dwelling Unit or major structural addition to the front or side of the existing Dwelling Unit that is wholly or partially visible from the street is larger in Scale than the existing adjacent Dwelling Units, a transition in building widths should be created by visually dividing the building into smaller sections that approximate the width of adjacent Dwelling Units, and by scaling down the height as it approaches the adjacent Dwelling Units.
5. For the purpose of assessing the Scale of a Dwelling Unit or major structural addition to the front or side of the existing Dwelling Unit that is wholly or partially visible from the street, photos of the adjacent properties on each side yard shall be accompanied with



any development application. Supplementary information may be required by the Development Authority to further assess the impact of the proposed Dwelling Unit Scale on adjacent properties.

6. Lots must be compatible in the width, depth and area with properties existing within the Immediate Street Context as the proposed Redevelopment.
7. Where front Attached Garages are allowed, the dominance of the garage shall be reduced by having the façade of the garage flush with the Front Façade of the Dwelling Unit or recessed behind the Front Façade of the Dwelling Unit. In addition, in areas where there is Rear Yard or Side Yard vehicular access, the Front Façade of a front Attached Garage shall only be developed to less than or equal to 50% of the Front Façade of the Dwelling Unit.
8. The height and total floor area of all Accessory Buildings shall not exceed the footprint area or height of the principal Building.



### 3. Central Woodlea Character Statement

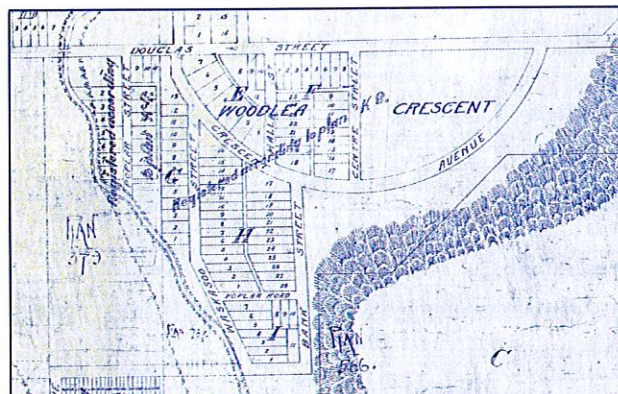
#### 3.1 Character Statement Area Map



#### WOODLEA PLAN AREA CENTRAL WOODLEA PLAN AREA

#### 3.2 Context and History

The Central Woodlea character area contains the earliest subdivisions and some of the most historic residences in Red Deer along 45 Avenue. In 1905 the land along 45 Avenue was subdivided by one of Red Deer's first settlers, Leonard Gaetz and his son Halley. The layout of parcels were atypical to what was already existing in Red Deer; the parcels were much larger and longer in size, and varied from the standard



Red Deer & District Archives: K32 cropped



rectangular pattern (53 Street Crescent) emphasizing the Garden City and the City Beautiful movements. As a result, the subdivision proved to be well accepted with parcels selling promptly.<sup>1</sup>

This Character Area includes two historically significant properties within Woodlea (see map 2.1 Character Statement Area Map) as well as several other unique character homes. Design of homes had both Queen Anne and Craftsman influences and were associated with early residential development in Red Deer. The first homes consisted of: wood construction, Gable roofs, brick chimneys, front porches, and patterned wood windows.



Walter Trump Residence (5035 45 Avenue)  
HS-60 – Craftsman influences

After the economic crash of 1913 and into the Second World War very few homes were built. During the Second World War Red Deer saw a large increase in city residents; by 1943 Red Deer's population had doubled prior to that of pre-war times creating a huge housing shortage.<sup>2</sup> Attempts to manage the housing shortage involved renovations and creating multiple suites in existing homes and buildings, etc. Of the homes built during the Second World War, most consisted of 1 – 1 ½ storey bungalows with varied design influences. At the end of the Second World War Red Deer, along with much of Alberta, was in an economic boom influenced by the oil industry. During that time several simple, modest-sized homes were constructed of Minimal Traditional style.

Since the 1970's the area has seen several properties redeveloped – properties either having significant renovations or older buildings being torn down and replaced with newer larger homes. Design and style of Redevelopment has varied influences including Ranch, Modern, and Craftsman.

### 3.3 Common Forms and Scale of Buildings

- Single detached dwellings constructed prior to the First World War ranging in size from 1 ½ storey dwellings to 2 storey dwellings influenced by Queen Anne and Craftsman architectural styles.
- Second World War homes ranging from 1 – 1 ½ storey Bungalows influenced by Tudor Revival, Ranch and Minimal Traditional styles.
- 1 and 1 ½ storey post-war dwellings built in the 1940's and



Single Detached Dwelling

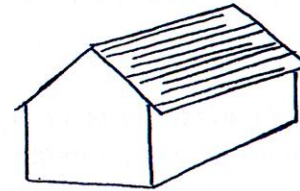
<sup>1</sup> *Homesteads That Nurtured a City* by E.L. Meeres, Fletcher Printing, Red Deer, 1977 (p.282).

<sup>2</sup> Population – City of Red Deer population history statistics on the City of Red Deer website (<http://www.reddeer.ca/media/reddeerca/about-red-deer/statistics-and-demographics/population-history.pdf>)



1950's, in the Minimal Traditional style.

- Gable roofs, often with Dormer windows, creating living space within the roof and some type of porch entry feature are common.
- Detailing from other architectural styles and eras, such as Victorian Architecture, is often found as scaled down elements.
- Consistent relationship between sidewalk location, finished floor elevations, Building Front Yard Setbacks, street tree locations, and road widths.
- Larger lots with generous Front and Side Yard Setbacks that are well treed and Landscaped adding to the aesthetic appeal of the streetscape.
- Scale is related to architectural style and is reflected in the Building design. For instance, 1 to 1 ½ storey dwellings have a Minimal Traditional architectural style and a small square footage.
- Front yard Setbacks along 45 Avenue facing Coronation Park follow the angle of the street offering privacy to adjoining neighbours.
- Front yard Setbacks along 53 Street Crescent follow the curvature of the street.



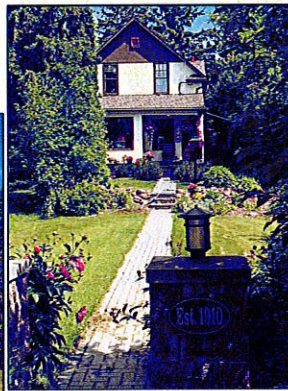
Gable Roof



Dormer Window



5045 45 Avenue (Frank Pettepher Residence HS-45) – Craftsman Style



5109 45 Avenue – Queen Anne influences



4434 53 Street Crescent – Bungalow with Queen Anne influences

### 3.4 Common Building Materials

- Wood cladding (wood shingle cladding and clapboard siding) or wood-replica siding;
- Vinyl or aluminum siding;
- Stone, river rock, sandstone detailing;
- Stucco;
- Asphalt shingles; and
- Cement, or cement block foundations.

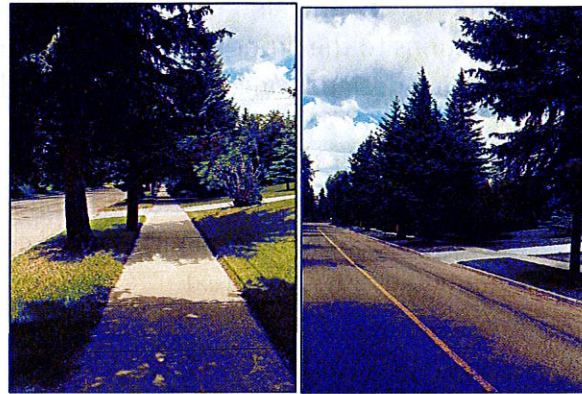


Minimal Traditional Style – renovated with vinyl siding



### 3.5 Other Common Elements

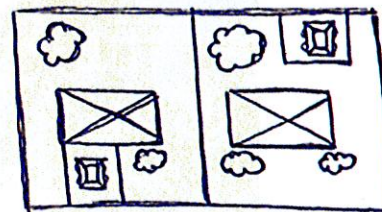
- Mature tree lined streets with wide boulevard and separated sidewalks along 45 Avenue and 53 Street Crescent.
- Large well Landscaped, maintained yards complete with mature vegetation.
- Minimal front garages and driveways along 45 Avenue where the parcels can be accessed by a rear lane. Several properties along 44 Avenue and 53 Street Crescent are accessed from the front despite the rear lane access.
- Very walkable streets. The streets becoming informal meeting places.



Separated sidewalks with tree lined streets

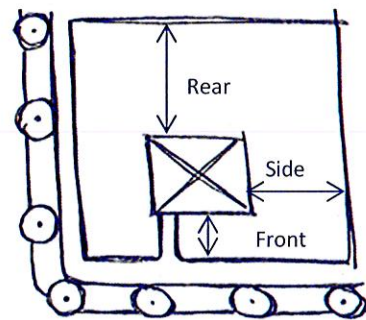
### 3.6 Design Standards

1. Existing trees, natural features, Boundary Hedges, fences, gates and Landscaped boulevards shall be identified on a site plan for Redevelopment. The plan shall identify what is to be removed/relocated/preserved on site as well as any proposed tree replacements required as a result of tree removal.
2. Dwelling Units shall be sited on the lot to be compatible with the existing pattern of dwelling placement in terms of Front, Side, Flankage, and Rear Yard Setbacks prevalent in the Immediate Street Context.
3. Side Yard and Rear Yard Setbacks for Accessory Buildings shall be in accordance with the requirements of the underlying land use district.
4. Slight variances to the Front Yard Setback may be allowed to maintain existing natural features/trees to better align with the Immediate Street Context.
5. Dwelling Units shall have a primary Prominent Entrance facing the front of the property and are encouraged to incorporate a permitted projection (such as a porch).
6. Front projections shall require the same Front Yard Setbacks as the Dwelling Unit.
7. Upper storey living spaces, wholly or partially, may be



Front Yard Parking

Rear Yard Parking



Setbacks



Prominent Entrance



incorporated within the roof structure for increased floor area. Dormer/end Gable windows are encouraged to provide adequate light to these spaces.

8. Additions to the Front Façade are not allowed unless the proposed Front Yard Setback, Building design, siting, and materials utilized are compatible with the Immediate Street Context.
9. Dwelling Units shall incorporate a range of architectural features and design details along the front façade of the Dwelling Unit. Exterior Building Materials and colors should be reflective of, similar to and compatible with those present within the Immediate Street Context.



2010 Craftsman Style Redevelopment

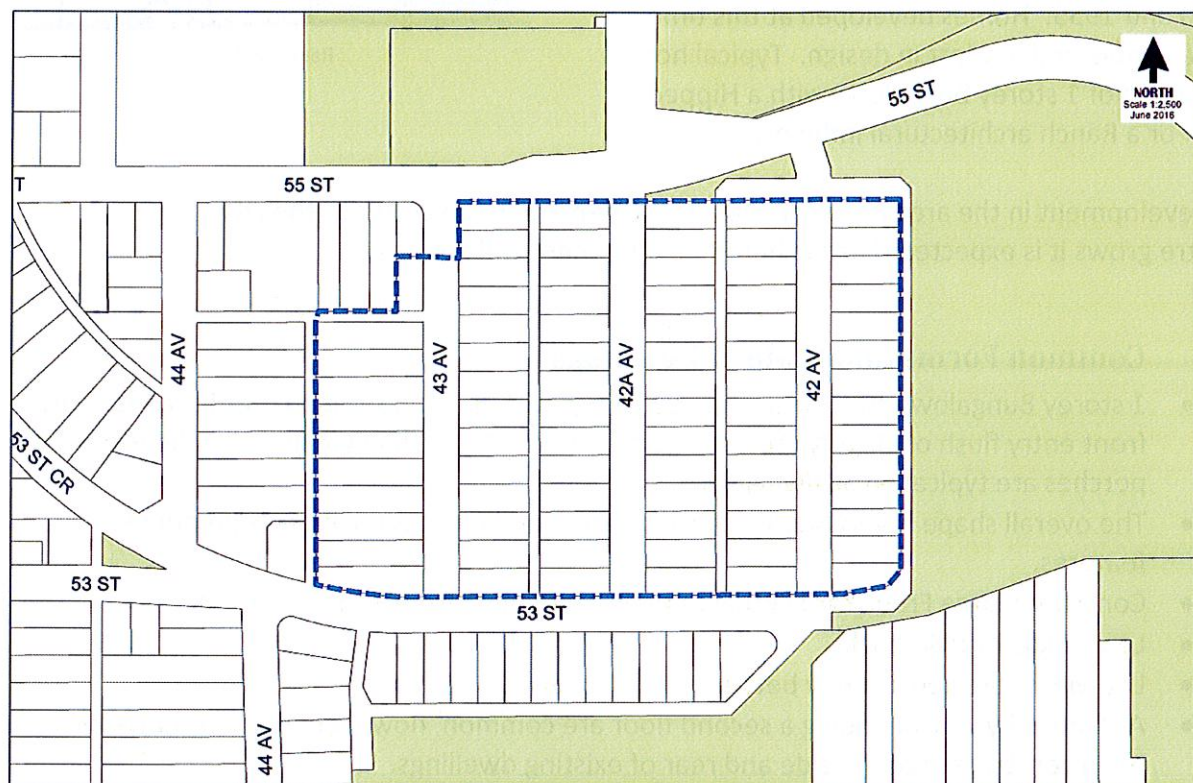


1974 Ranch Style Redevelopment



## 4. Chinese Market Garden Character Statement

### 4.1 Character Statement Area Map

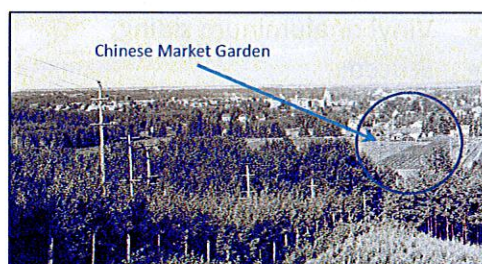


### WOODLEA PLAN AREA CHINESE MARKET GARDEN CHARACTER AREA

### 4.2 Context and History

Prior to the development seen today, lands east of 43 Avenue were used as a large commercial garden. In 1924 the area was acquired by Chinese partners, who then transferred the land to new landowners who operated the Sam Wo Market Gardens. The gardens continued in this location until 1948 when it was relocated to the Mountview neighbourhood.<sup>3</sup>

In 1949, the land west of 42A Avenue was subdivided into residential parcels; in 1951 lands on the east and west side of 42 Avenue were

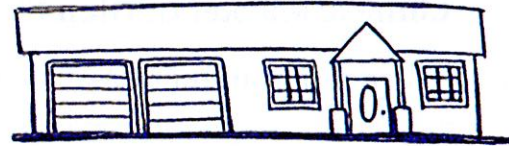


Red Deer & District Archives: N7 crop, c. 1943  
shows the Chinese Market Garden on the right.

<sup>3</sup> *Mingling Memories*, Red Deer East Historical Society, Red Deer, 1979 (p 718 -719) and RG 2 City Commissioner fonds (Accession 2016-759, Box 1, File 2: 1917-1929)(p. 178-179).



subdivided thereby completing the design of the Character Area as it now remains. The majority of homes in this area were constructed between 1950 and 1955. Homes developed at this time were simple and modest in design. Typical homes consisted of 1 storey bungalows with a Hipped Roof or a Ranch architectural influence.



Ranch Style

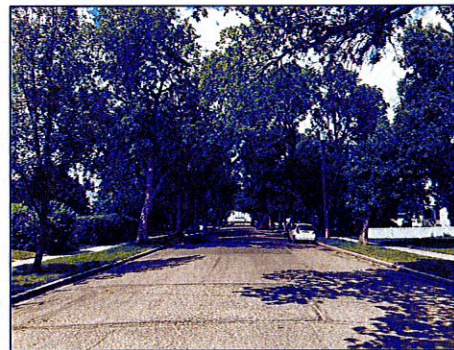
Redevelopment in the area has been steady. As demand to be closer to the city centre grows it is expected that further Redevelopment will continue.

#### 4.3 Common Forms and Scale of Buildings

- 1 storey Bungalows and Ranch style dwellings with flat and simple Front Facades, with a front entry flush or slightly recessed to the remainder of the dwelling. Landings or front porches are typical on all dwellings.
- The overall shape is very square or rectangular and compact, with few ornamental features.
- Consistent large Front Yard Setbacks typically ranging from 8.4m to 11.2m.
- Large Side Yard Setbacks
- Lot widths are consistently between 15.24 m and 15.75 m.
- Additions by way of adding a second floor are common, however additions have also been constructed to the side and rear of existing dwellings.
- Only replacement and renovated dwellings exceed 1 ½ storeys in height.
- Front walkways leading from the public sidewalk to the Prominent Entrance of the dwelling.

#### 4.4 Common Building Materials

- Wood;
- Vinyl or aluminum siding;
- Stucco;
- Concrete or stone faced foundation; and
- Brick or stone detailing.



Tree lined street with separated sidewalks

#### 4.5 Other Common Elements

- Well connected sidewalks and pathways with streets laid out in a grid pattern.
- Mature tree lined streets with separated sidewalks.
- No vehicular access from the street. Detached Garages are accessed from the rear lane, are out of



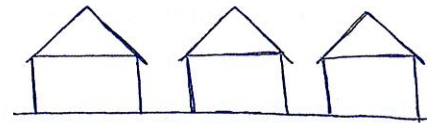
Detached Garage



sight, and don't affect the Character when viewed from the street.

#### 4.6 Design Standards

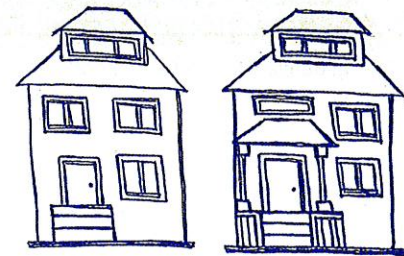
1. Roof styles and slopes should align with the Immediate Street Context. If there is inconsistency resulting from height differences, the proposed Building elevations should include architectural detailing, building articulation and stepping back of the upper floor to break up the larger building form and reduce the impact to adjacent properties.
2. Dormers or similar design elements should be encouraged to provide some additional living space in the roof.
3. Building additions, greater than 30% of the total square footage of the existing Building, shall be developed by the addition of a second storey, or in the Rear Yard. Only additions of less than 30%, will be considered in the Front or Side Yard.
4. Additions proposed to the Front Façade are not allowed unless there is no impact to the typical Front Yard Setback within the Immediate Street Context. Front additions must be sensitive and compatible in Building design, siting and materials utilized with the Immediate Street Context.
5. Dwelling Units shall be sited on the lot to be compatible with the existing pattern of dwelling placement in terms of Front, Side, Flankage, and Rear Yard Setbacks prevalent in the Immediate Street Context.
6. Side Yard and Rear Yard Setbacks for Accessory Buildings shall be in accordance with the requirements of the underlying land use district.
7. Dwelling Units are encouraged to incorporate a permitted projection (such as a porch). Front projections shall require the same Front Yard Setbacks as the Dwelling Unit.
8. Dwelling Units shall incorporate a range of architectural features and design details along the Front Façade of the Dwelling Unit. Exterior Building Materials and colors should be reflective of, similar to and compatible with those present within the Immediate Street Context.



Preferred Roof Design

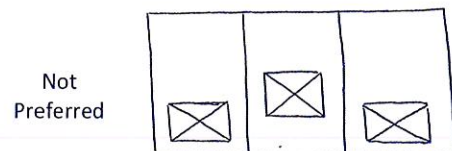


Not Preferred Roof Design

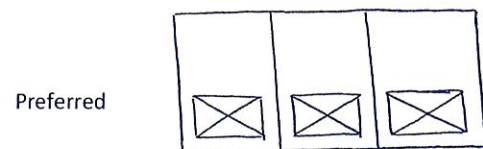


Existing

Sensitive Addition

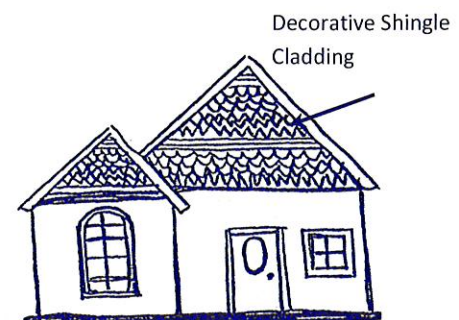


Not Preferred



Preferred

Consistent Setback

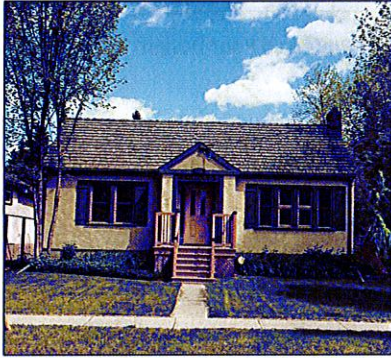


Detailed Architectural Features

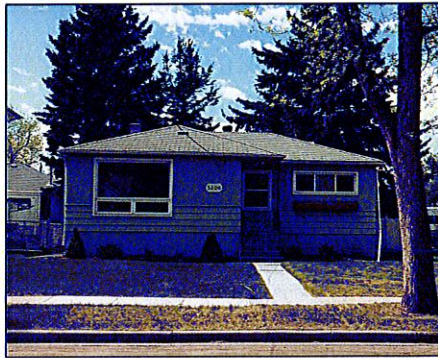


9. Front Yard vehicular access shall not be considered on parcels where there is vehicular access available from a Rear Yard or Side Yard. This includes the following Front Yard examples:

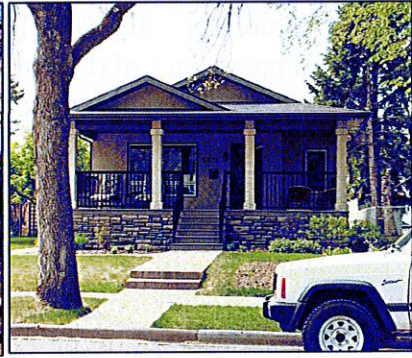
- driveways;
- front Attached Garages; and
- parking pads.



Typical Bungalow with Gable Roof



Typical Bungalow with Hipped Roof



Bungalow with porch addition



## 5. Nazarene Camp Character Statement

### 5.1 Character Statement Area Map



### WOODLEA PLAN AREA NAZARENE CAMP CHARACTER AREA

### 5.2 Context and History

In 1912 the first church in Woodlea, the Pentecostal Church of the Nazarene, was built along Ross Street at the foot of Michener Hill. During the First World War the church started using the neighbouring open areas for large evangelical revival camp meetings. In 1920 the church moved to a more central location in downtown Red Deer but continued to use the land in Woodlea for revival camp meetings. In 1923 and 1925 the Church of the Nazarene expanded their Woodlea property to include a church camp for revival meetings and summer holidays, and a large wooden summer



Red Deer & District Archives: P4431 cropped,  
1948  
Nazarene Camp (circled)



tabernacle. During this time the Nazarene Camp became one of the largest summer evangelical revival centres in Alberta. In the early 1950's the property was sold to support other Nazarene projects in Red Deer and subdivided into the residential lots existing today.<sup>4</sup>

In 1955 the subdivision of land was registered with Land Titles with the area fully developed by 1957. Today the area is developed with original one storey Bungalows with Hipped Roofs and Ranch style dwellings.

### 5.3 Common Forms and Scale of Buildings

- 1 storey Bungalows and Ranch style dwellings with simple Front Facades, with a front entry flush or slightly recessed to the remainder of the dwelling. Landings or front porches are typical on all dwellings.
- The overall shape is very square or rectangular and compact, with few ornamental features.
- Consistent Front Yard Setbacks typically ranging from 4.5m to 6.0m along 53 Street and 8.0m to 9.5m along 44 Avenue. However, the perceived Front Yard is much larger as the road right of way along 53 Street extends south approximately 3.0 m. This 3.0 m is adjacent to the front property lines and is grassed.
- Lot widths are 15.24 m along 53 Street, with the exception of the triangular parcel at 4201 53 Street, and are generally 18.29 m along 44 Avenue with the exception of those parcels near the corner of 53 Street. Side Yard Setbacks in this area are much smaller than the other Character Areas in Woodlea, and typically only meet the 1.5m minimum R1 Residential (Low Density) District standard outlined in the City's Land Use Bylaw.
- Redevelopment within the area is uncommon.
- All dwellings are one storey in height with the exception of one redeveloped dwelling with a second storey addition.
- Front walkways leading from the public sidewalk to the Prominent Entrance of the dwelling.



Consistent Front Yard Setbacks along street



Square and compact shape

### 5.4 Common Building Materials

- Wood;

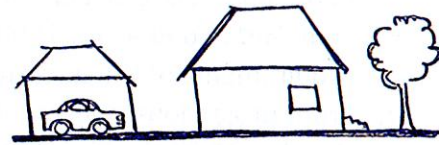
<sup>4</sup>*Vine of His Planting* by Dorothy J. Thomson (1961) (p 11-12, and 28-29).



- Vinyl or aluminum siding;
- Stucco;
- Concrete or stone faced foundation; and
- Brick or stone detailing.

### 5.5 Other Common Elements

- Well connected sidewalks and pathways along the streets.
- Well-kept grassed Front Yards with separated sidewalks.
- With the exception of 5125 44 Street there is no vehicular access from the street. Detached Garages are accessed from the rear lane, are out of sight, and do not affect the Character when viewed from the street.



Detached Garage



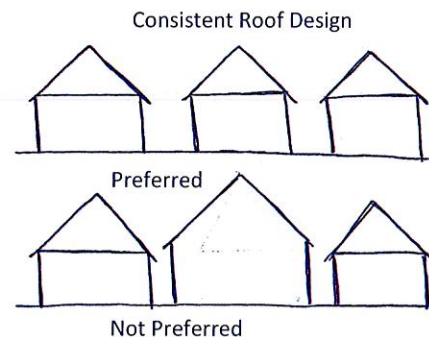
Typical Bungalow with Hipped Roof



Typical Ranch style dwelling with Gable Roof

### 5.6 Design Standards

1. Roof styles and slopes should align with the Immediate Street Context. If there is inconsistency resulting from height differences, the proposed Building elevations should include architectural detailing, building articulation and stepping back of the upper floor to break up the larger building form and reduce the impact to adjacent properties.
2. Dormers or similar design elements should be encouraged to provide some additional living space in the roof.
3. Building additions, greater than 30% of the total square footage of the existing Building, shall be developed by the addition of a second storey, or in the Rear Yard. Only additions less than 30% will be considered in the Front or Side Yard.
4. Additions proposed to the Front Façade are



Redevelopment – second storey addition



not allowed unless there is no impact to the typical Front Yard Setback within the Immediate Street Context. Front additions must be sensitive and compatible in Building design, siting and materials utilized with the Immediate Street Context.

5. Dwelling Units shall be sited on the lot to be compatible with the existing pattern of dwelling placement in terms of Front, Side, Flankage, and Rear Yard Setbacks prevalent in the Immediate Street Context.
6. Side Yard and Rear Yard Setbacks for Accessory Buildings shall be in accordance with the requirements of the underlying land use district.
7. Front projections shall require the same Front Yard Setbacks as the Dwelling Unit.
8. Dwelling Units shall incorporate a range of architectural features and design details along the Front Façade of the Dwelling Unit. Exterior Building Materials and colors should be reflective of, similar to and compatible with those present within the Immediate Street Context.
9. Front Yard vehicular access shall not be considered on parcels where there is vehicular access available from a Rear Yard or Side Yard. This includes the following Front Yard examples:
  - driveways;
  - front Attached Garages; and
  - parking pads.



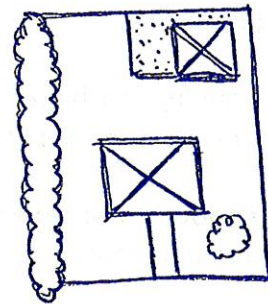
## 6. Definitions

**Attached Garages** are enclosed parking areas which are integrated into the main dwelling structure and are typically accessed from a driveway connecting to a municipal street or rear lane.



Attached Garage

**Boundary Hedge** is vegetation in the form of hedges or shrubs located on or adjacent to the registered property line of a site.



Boundary Hedge

**Building Materials** are materials used for construction. For the purpose of this document, Building Materials predominantly refer to exterior cladding materials, such as brick, stone, and wood.

**Bungalow** means a single storey detached Dwelling Unit which may include a second storey built into a sloping roof.

**City Beautiful** is an urban planning movement from the 1890's and 1900's which emphasized grandeur, order, symmetry, and harmony in the built environment. It was believed that these qualities would consequently be inspired in the landowners.

**Common Building Materials** is a similarity in the substance, or a mixture of substances that constitute a building.

**Common Form** is a similarity in the shape, outline or configuration of a structure as apart from colour, materials, etc.

**Common Scale** is a similarity in size based on an informal system of general size categorizations useful for comparison purposes.

**Craftsman Style** is based on a reform philosophy, encouraging originality, simplicity of form, local natural materials, and the visibility of handicraft, but distinguished itself, particularly in the Craftsman Bungalow style, with a goal of ennobling modest homes for a rapidly expanding American middle class. Common architectural elements include:

- Low-pitched roof lines, Gabled or Hipped Roof
- Deeply overhanging Eaves,
- Exposed rafters or decorative brackets under Eaves
- Front porch beneath extension of main roof

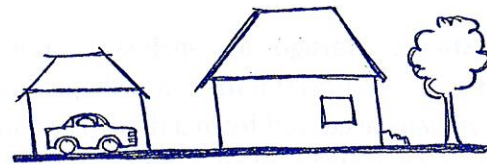


Craftsman Style



- Tapered, square columns supporting roof
- 4-over-1 or 6-over-1 double-hung windows
- Frank Lloyd Wright design motifs
- Hand-crafted stone or woodwork
- Mixed materials throughout structure

**Detached Garages** are free-standing buildings that are not connected to the main dwelling, and are typically accessed from a driveway connecting to a municipal street or rear lane, but which contribute to the overall site function and layout.



Detached Garage

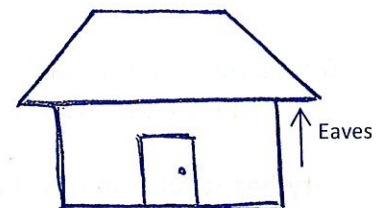
**Dormer** is framing which projects from a sloping roof, providing an internal recess in the roof space.



Dormer Window

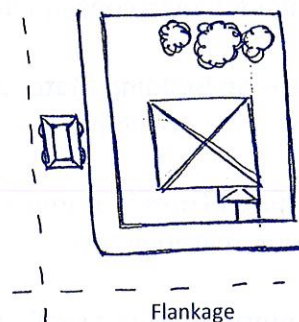
**Dormer Window** is a window in a Dormer for lighting a room adjoining a sloping roof.

**Eaves** are defined as the edges of the roof which overhang the face of a wall and, normally, project beyond the side of a Building. The Eaves form an overhang to throw water clear of the walls and may be highly decorated as part of an architectural style.



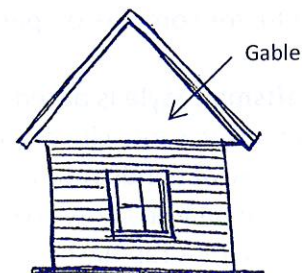
**Flankage** is the Side Yard abutting a street on a corner lot.

**Front Façade** refers to the front elevation of the dwelling which faces the street and contains the main entrance.



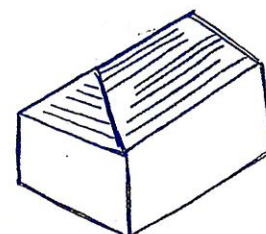
**Gable** is the upper triangular-shaped portion of the end wall of a Building.

**Gable Roof** means a roof with two sloping sides and a Gable at each end.



**Garden City** is an urban planning movement which emphasized the creation/maintenance of parks, green spaces, spacious lawns and gardens.

**Hip Roof** or **Hipped Roof** is a type of roof where all sides slope downwards to the walls, usually with a fairly gentle slope. Thus it is a house with no Gables or other vertical sides to the roof. A square Hip Roof is shaped like a pyramid. Hip Roofs on houses could have two



Hip Roof

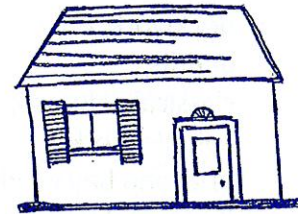


triangular sides and two trapezoidal ones. A Hip Roof on a rectangular plan has four faces. They are almost always at the same pitch or slope, which makes them symmetrical about the centerlines. Hip Roofs have a consistent level fascia, meaning that a gutter can be fitted all around. Hip Roofs often have Dormer slanted sides.

**Landscaping** refers to any activity that modifies the visible features of an area of land, including simple to complex arrangements of living elements (flora), natural elements (landforms), and human elements (structures).

**Minimal Traditional Style** is housing of simple design appropriate for a country recovering from a Great Depression and anticipating World War II. Minimal Traditional houses may have these features:

- small with minimal decorations
- low or moderately pitched roof
- minimal Eaves and roof overhang
- side Gable, often with one front-facing cross Gable
- front door entrance under the front cross Gable
- one story, with an attic story
- shutters are common
- exterior siding of wood, brick, or a mix of sidings
- small fireplace and chimney



Minimal Traditional Style

**Modern architecture** refers to the Building style of the early to mid-20th century. Common themes of Modern architecture include:

- emphasis on function, meaning that the result of design should derive directly from its purpose
- simplicity and clarity of forms and elimination of "unnecessary detail"
- materials at 90 degrees to each other
- visual expression of structure (as opposed to the hiding of structural elements)
- the related concept of "Truth to materials", meaning that the true nature or natural appearance of a material ought to be seen rather than concealed or altered to represent something else
- use of industrially-produced materials; adoption of the machine aesthetic
- particularly in International Style modernism, a visual emphasis on horizontal and vertical lines

**Prominent Entrance** is a Building entrance that is conspicuous in its position or importance and is supported by architectural detailing, a walkway to the street and appropriate landscape treatment.

**Queen Anne Style** is a style that came into vogue in the 1880's and was used until the 1920's. Distinctive features of the American Queen Anne style (rooted in the English style) may include:

- an asymmetrical facade;



- dominant front-facing Gable, often cantilevered out beyond the plane of the wall below;
- overhanging Eaves;
- round, square, or polygonal tower(s);
- shaped Gables;
- a porch covering part or all of the front façade, including the primary entrance area;
- a second-story porch or balconies;
- pedimented porches;
- differing wall textures, such as patterned wood shingles shaped into varying designs, including resembling fish scales, terra cotta tiles, relief panels, or wooden shingles over brickwork, etc.;
- dentils;
- classical columns;
- Spindle work;
- oriel and bay windows;
- horizontal bands of leaded windows;
- monumental chimneys;
- painted balustrades;
- wooden or slate steep roofs
- Front gardens often had wooden fences

**Ranch Style** is a domestic architectural style originating in the United States. The Ranch house is noted for its long, close-to-the-ground profile, and minimal use of exterior and interior decoration. The houses fuse modernist ideas and styles with notions of the American Western period working ranches to create a very informal and casual living style. Ranch style houses have many of these features:



Ranch Style

- Single story
- Low pitched Gable roof
- Deep-set Eaves
- Horizontal, rambling layout: Long, narrow, and low to the ground
- Rectangular, L-shaped, or U-shaped design
- Large windows: double-hung, sliding, and picture
- Sliding glass doors leading out to patio
- Attached Garage
- Simple floor plans
- Emphasis on openness (few interior walls) and efficient use of space
- Built from natural materials: Oak floors, wood or brick exterior
- Lack decorative detailing, aside from decorative shutters

**Scale** is defined as the size of a Building and its component parts in comparison with the size of neighbouring dwellings.



**Setback** is defined as the distance of a structure from a property line.

**Tudor Revival** means a medieval architectural style adapted from Great Britain to the United States during the last quarter of the 19th century where it was incorporated into homes across America. The essential characteristics of a Tudor Revival house usually include the use of half-timbering, oversized fireplaces, and the use of brick and stucco siding. Roofs are steeply pitched, and Dormers and overhangs are common.

**Victorian Architecture** refers to styles that emerged in the period between 1830 and 1910, during the reign of Queen Victoria. They were often influenced and revived from historic styles mixed with the introduction of Middle East and Asian influences.







## **APPENDIX 2**

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### **Summary of Key Comments and Administration's Response**



## Summary of Key Comments throughout Consultation Process and Administration's Response

**October 2016: Draft 1** *(Highlights included no front yard vehicle access where rear access exists and side yard setbacks remain the same as current as-builts)*

Comments	Administration's Response
Allow unlimited front access	Front yard access will continue to be reviewed during the process.
Boundaries of Character Areas should be reconsidered to incorporate more areas	Character areas were reviewed and expanded to include more properties.
Maintain consistent front yard setbacks	Front yard setbacks are to be compatible with the existing front yard setbacks on the block.
Concern of maintaining current as-built side yard setbacks	Side yard setbacks will continue to be reviewed during the process.
Current regulations are sufficient	Character Statements are meant to build on existing regulations and encourage creativity in redevelopment.

**December 2016: Draft 2** *(Highlights included revisions to side yard setbacks and limited front yard vehicle access)*

Comments	Administration's Response
Maintain large side yard setbacks; Keep side yard setbacks the same as in other R1 areas	2m – 4m side yard setbacks are common in the neighbourhood to ensure privacy, sunlight, and smaller scale developments. This can also be accomplished through design parameters within the existing R1 side yard setback of 1.5m.
Allow front yard access in all areas; Do not allow front yard access	Front yard access will continue to be reviewed during the process.
Keep boulevard trees	Treed boulevards will remain but may be replaced over time with a different species and caliper of tree.
Consider scale, mass and height of redevelopment	Scale, mass, and height will continue to be reviewed during the process.
Scale of front garages	Front garages will continue to be reviewed during the process.

**March 2017: Letter to landowners requesting input on front yard vehicle access**

Comments	Administration's Response
Front yard vehicle access <i>(Administration had provided three options to landowners for consideration: 1. No front yard access 2. Limited front yard access 3. Unlimited</i>	Front yard access will continue to be allowed in some areas where it is currently part of the character of a street.



<b>March 2017: Letter to landowners requesting input on front yard vehicle access</b>	
<i>front yard access. 56% preferred no front access; 19% preferred limited front access; 25% preferred unlimited front access)</i>	
Keep treed boulevards	Treed boulevards will remain but may be replaced over time with a different species and caliper of tree.
Don't allow old character homes to be demolished	Unless a home is protected as a Municipal Historical Resource or a Provincial Historical Resource it may be demolished with the proper permits. Owners can apply for Municipal Heritage designations.
Maintain large side yard setbacks	2m – 4m side yard setbacks are common in the neighbourhood to ensure privacy, sunlight, and smaller scale developments. This can also be accomplished through design parameters within the existing R1 side yard setback of 1.5m.
Redevelopment should consider mass, height, and privacy in comparison to existing development	Mass, height, and privacy will continue to be reviewed during the process.

<b>October 2017: Open House on Draft 3 (Highlights included limited front yard vehicle access and design parameters on front attached garages)</b>	
<b>Comments</b>	<b>Administration's Response</b>
Mix of housing styles	A mix of housing styles can be proposed.
Need to address density; No duplexes should be allowed; Basement suites should be very limited	The Character Statements do not specifically address density. Subdivision with respect to density must be compatible in the width, depth, and area with existing development in the area.  Secondary Suites in all residential neighbourhoods are allowed up to 15% of the total number of Detached Dwelling Units in the respective neighbourhood.
Retain park-like setting: lots of green	No changes are proposed to the parks in or along Woodlea as part of the Character Statements. In addition, the large front yards and treed boulevards are not proposed to change.
No front access; Allow front access	Front yard access will continue to be allowed in some areas where it is currently part of the character of a street.
No need for Character Statements; Change needs to happen over time on its own; New landowners should have a say in how their property is developed;	Character Statements are meant to build on existing regulations and encourage creativity in redevelopment. Recognizing that neighbourhoods evolve overtime the Character Statements identify



<b>October 2017: Open House on Draft 3 (Highlights included limited front yard vehicle access and design parameters on front attached garages)</b>	
Character Statements do not do enough to restrict development; Additional policy is required	the unique design elements that currently exist while allowing other elements to change as homeowner demands change.
Redevelopment should be considerate of neighbouring properties (scale, privacy, sunlight); New development should be consistent with what already exists	Specific design regulations have been created to address scale, mass, and height for redevelopment. In addition design standards have been created for front attached garages, where allowed. Privacy has been addressed through requirements for balcony and window placement in redevelopment. A sunlight loss standard is also included in the Character Statements.
Generous setbacks	Setback requirements are to be compatible with the existing setbacks on the block. Side yard setbacks must also consider privacy and sunlight loss impacts to adjacent properties.

<b>Entire Planning Process: Comments unrelated to the Character Statements</b>	
<b>Comments</b>	<b>Administration's Response</b>
Allow granny suites; Carriage homes with neighbor support should be approved; No carriage homes should be allowed	The impacts of granny suites (carriage homes) will be considered for review as a separate study for all mature neighbourhoods in the City.
Grading of front driveways	This was a specific concern location development which was addressed by Administration through a separate process.
Affordable for families	Redevelopment standards are flexible to allow for a range in affordable design options.
Derelict properties should not be ignored	The City's <i>Community Standards Bylaw</i> addresses nuisances.
Underground power should be considered	The City does not have any broad plans for burying powerlines in the Woodlea area. Landowners are able to make requests for new or upgraded services that might include converting their service from overhead to underground, but generally speaking, this type of request is at the landowner's expense.
Traffic re-routing during school peak times	Engineering Department reviews traffic inquiries when requested.



## **APPENDIX 3**

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### **Community Consultation**



## April 2016 Neighbourhood Walk-About Comments

In April 2016 the City, in conjunction with the Woodlea Community Association, hosted a walk-about through the Woodlea neighbourhood. Residents were invited to participate through flyers distributed by the community association. Eleven people were in attendance. The purpose of the walk-about was to gather information related to the existing character of the neighbourhood. The input gathered at the walk-about helped form the first draft of the character statements.



**April 16 2016 Woodlea Walk-About Comments (copied from Open House boards)****44 Avenue (South of 53 Street)**

- Industrial size garages should be forbidden – do not fit within character, scale, ambience of neighbourhood

**42A Avenue**

- Keep as many big trees as possible
- Keep the houses small and the lots big
- Trees must be kept up

**42 Avenue**

- Two new houses on same side of street:
  - 1 South – large side setbacks, match existing home in scale with others
  - 2 North – x

**45 Avenue**

- Graduated setback of houses in accordance with angle of street between 51 Street and 50 Street is a particularly pleasing character element
- ✓ 5129 45 Avenue – no front drive/garage, house similar in style to heritage homes on block
- X neighbours on either side homes, front drives/garages, ~~limited~~ shorter front setback
- Graduated setback also provides unimpeded sight lines N, S, E and W for each home
- Lots on 45 Avenue between 50A Street and 53 Street are very large and deep, providing a high degree of privacy
- ✓ garages match scale and pitch of homes and character
- Front setbacks unique align with angle of street vs perpendicular
- Where an alley exists, have no front driveways
- 5133 45 Avenue (blue) nice example of new build
- 5045 – nice neat home and yard
- Graduated setback of houses in accordance with angle of street in the block between 50 Street and 51 Street is a very pleasing and character defining element of this block

**55 Street (Between Waskasoo Creek & 43 Avenue)**

- (rezoned?) if redeveloped, maximum 4 storey height for multi-family dwellings. With parking at rear to maintain front grass, trees, landscaping

**46 Avenue**

- Maintenance of front yards as no back alléy on east side
- Nice front porch/veranda on Victorian home
- Trees – maintain trees on public and private property
- R1A's have front driveways/garages – rest of block does not

**52 Street Crescent**

- Front porches, decks
- Wood look siding, shingles
- Use of stone, brick & iron features
- General Woodlea
  - 1 Driveways where appropriate
  - 2 Large lots
  - 3 Space between houses
  - 4 Similar setbacks



5 Mature trees

6 Green spaces

53 Street (Between 44 Avenue & 42 Avenue)

- Green space on south side of alley behind 53 Street adds to the parklike feel of the area and should be preserved (below escarpment)

Other

- Keep tree-lined boulevards throughout
- Woodlea is a major part of the urban forest – parks and large mature trees
- All new buildings should be designed to respect neighbours privacy
- East end of Woodlea area on 5 Street hedge overgrown sidewalk
- Derelict house E 55 Street boarded, peeling paint, eyesore – anything been done
- Height restrictions to fit in neighbourhood – houses and garage
- There are limited number of front garages. The best do not overpower the house or projects beyond the front of the house
- Woodlea park is very important to the positive community feeling
- Parking along housing side of 45 Avenue only. No parking on park side
- Streetscapes have an open feel due to no front garages and in most cases no front driveways (except one block that has no laneway. This is a beautiful character element worth preserving.
- Is crime in the form of break-ins or theft common in this area? What comments?
- Keep houses smaller on large lots to preserve yards and trees
- Although there has been some non-R1 zoning included in neighbourhood, the existing R1 properties all contribute to the overall feeling on a real neighbourhood and should be preserved as R1. No zoning changes to multi-dwelling
- Maintain grass front yards
- Trees: keep them please
- Generally the homes footprint is much smaller than one allowable percentage of the lot
- Keep wide green spaces around all buildings
- Trees
  - 1 Our neighbourhood is characterized by being very green
  - 2 Trees on public property should be preserved
  - 3 Pruning of trees on public property should take into account both aesthetic quality and utility
  - 4 New buildings or additions should be sensitively planned around existing trees
- Keep all the trees possible
- Some of new builds lack detailing that could enhance the fit



## October 2016 Woodlea AGM Invite and Landowner Comments

In October 2016 the Planning department presented the first draft of the character statements at the community association's AGM. Woodlea landowners and landowners within 100 of Woodlea were invited to attend. Approximately 35 people were in attendance.

### Summary of Key Comments

<b>October 2016: Draft 1 (Highlights included no front yard vehicle access where rear access exists and side yard setbacks remain the same as current as-builts)</b>	
<b>Comments</b>	<b>Administration's Response</b>
Allow unlimited front access	Front yard access will continue to be reviewed during the process.
Boundaries of Character Areas should be reconsidered to incorporate more areas	Character areas were reviewed and expanded to include more properties.
Maintain consistent front yard setbacks	Front yard setbacks are to be compatible with the existing front yard setbacks on the block.
Concern of maintaining current as-built side yard setbacks	Side yard setbacks will continue to be reviewed during the process.
Current regulations are sufficient	Character Statements are meant to build on existing regulations and encourage creativity in redevelopment.





**Date: October 11, 2016**

**«PrimeOwnerName»**

**«OwnerAddress1»**

**«OwnerAddress2»**

**To: Landowners located within the Woodlea neighbourhood and within 100 m of the Woodlea neighbourhood**

**Re: Woodlea Character Statements to be presented at the Woodlea Community Association Annual General Meeting (AGM)**

**Why have you received this letter?**

As a landowner within Woodlea or within 100 metres of the Woodlea area, The City of Red Deer is pleased to extend an invitation for you to attend and participate in a public consultation meeting regarding the proposed Woodlea Character Statements during the Woodlea Community Association AGM on Thursday, October 27, 2016.

You are invited to see an overview of the proposed Character Statements which will guide future redevelopment in Woodlea. These Character Statements will be presented to City Council later this year or early 2017.

**Date: October 27, 2016**  
**Time: 7:30 PM (AGM starts at 7:00PM)**  
**Location: Streams Christian Church**  
**5350 46 Avenue, Red Deer, AB**

**What are Character Statements?**

All neighbourhoods contain the same basic elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When redevelopment of private property or public infrastructure occurs concerns over losing the "character" of a neighbourhood is often raised. Character Statements define the "character" of a specific geographic area by capturing the design elements that make one geographic area different from another.

Character Statements are not necessary for every neighbourhood in The City of Red Deer, they are useful for specific geographic areas that meet the following criteria:

- They contain a combination of elements that together make an area unique or special; or
- The character is designed to guide a redeveloping area in an intentional manner.

You will be able to find **more detailed information** on the Character Statements on the website [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea) **the week of October 24, 2016.**



**How do I have to provide comments?**

The City would like you to explain what you like and what you do not like about the proposed Character Statements. If you need further clarification prior to submitting comments, please attend the consultation, call, or email the contact below. You can provide comments at the consultation where comment sheets will be available. Comment sheets will also be available on the website or from the 3<sup>rd</sup> Floor Planning Department beginning October 28. It is optional to provide comments. Comments are due on Monday, November 14, 2016.

**What will happen if I submit comments?**

Any comments received related to these Character Statements will be reviewed by Planning staff. As well your comments will be forwarded to Council when they consider the proposed statements. Comments related to planning will be included in administrations report to Council.

**What is the next step for the Character Statements?**

Following the period to provide comments the City Planning department will review and revise the Woodlea Character Statements. Updates to the Character Statements will be made available on the website at: [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea).

It is anticipated that Character Statements will be presented to Council in late 2016 or early 2017.

Thank you for your consideration in this matter. Please contact us if you have any questions.

Sincerely,



Christi Fidek

Phone: 403-406-8701

[Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)





## PLANNING DEPARTMENT

Name: Tyler and Jessica Brake

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**General comments regarding Woodlea Character Statements**

*Character is a set of qualities, a personality, that makes a place different from another. Our Avenue, and the woodlea neighborhood that we live in, has characteristics that drew us to live there. Large lots, lots of green space, across from Cornation Park, variety of home styles, sizes, types, etc, were all things we loved about the area. To set building restrictions on any of these points takes away from the exact characteristics of why we moved to Woodlea.*

*If the City is wanting to set building standards, design styles, etc, that is something to be done in a new neighborhood where new home builders can clearly lay out, and inform potential buyers, of the characteristics of that area. This can not be easily done in a 100+ year old neighborhood, as there are already several different characteristics existing.*

*45th Avenue is a narrow, but beautiful, tree lined street. Over the past 5 years of living on this street we have noticed several damaged vehicles, including ours, due to the narrow street. Front driveways, and garages, can definately be an asset in avoiding this, and can be done without removing the existing trees. There are several properties that have*

*already done this, and we find this to be very beneficial for several reasons. The avenue is a much safer road to travel on, vehicles are not weaving in and out and around other parked vehicles, and street users are actually about to see the*

*beauty of the streetscape without it being blocked by vehicles. The character statement that you have suggested should be changed, or removed entirely, as front driveways and garages would be a much desired asset to the area.*

*Although modern home styles and designs are not our first choice personally, we would love to see them in our neighborhood. We have large building lots, and adequate green space, to handle just about any dwelling type/style and that adds character to our neighborhood. (CONTINUED .... )*

Thank you.





## PLANNING DEPARTMENT

Name: Tyler and Jessica Brake

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

**General comments regarding Woodlea Character Statements***( ... CONTINUED )**We have noted some suggestions for the character statement that the City is wanting to present to council ...**The current tree lined streets are beautiful and add to the overall desired character. Any updates, removals, etc,**should be done while maintaining the integrity of these trees, etc. Percentage of ppty green space is set throughout**the City, and may want to be a set character of the Woodlea area. Remove your suggested statement regarding front**driveway and garages. Many existing properties have front driveways and garages, as well as rear access. Actually,**one of the homes you pictured in your character statement report has a beautiful front driveway and garage, as well**as a rear detached garage and driveway...and there are several others that have the same.**My wife and I purchased our ppty in Woodlea 5 years ago. We loved the large lots, variety of sizes and styles of**homes, tree lined streets, etc. It was honestly one of our dream locations in the City. The home we purchased was**constructed in the 1950's and we knew that it was going to be undergoing some modifications in order to be converted**into the style we wanted. Our original application, to the City, was submitted in 2010 to complete a detached garage**on our ppty. At that time we anticipated doing renovations to our home within a 3-5 year period. Currently we are**sitting at year 4, and over the next month or so we hope to submit our renovation application for our home. These**character statements will affect what we plan to do, and we find them very restricting to a specific set design style,**which is actually not character at all, but rather quite the opposite.*

Thank you.



**Christi Fidek**

---

**From:** Bruce Buckley  
**Sent:** November 14, 2016 6:33 PM  
**To:** Christi Fidek  
**Subject:** Woodlea Character Statements

Hello Christi

I had hoped to have some comments in earlier and more completely, but as is often the case circumstances have intervened and derailed my plans. However, I thought that I would simply send you this email with at least some comments in the hope that it would be acceptable. I have not used the form provided, but I could scan the form and paste my comments in if a particular form is required. The comments that I have are as follows:

Comments regarding the Woodlea character statements

- I am concerned that the designation of “character areas” (though improved from the earlier draft) still omits parts of the neighbourhood. Apart from the properties that are already condominiums/apartments/duplexes west of 45<sup>th</sup> Avenue I cannot see any significant difference between those properties west of 45<sup>th</sup> Avenue and those properties east of 45<sup>th</sup> Avenue. I would prefer that the same standards apply in those areas. Further, given the inclusion of those properties I would change the designation from “South Woodlea” to “West Woodlea” for greater clarity.
- As a related point, I am also concerned that in certain places the lines for the character areas appear to be somewhat arbitrary. For example, only one of the original large lots on 53<sup>rd</sup> Street Crescent has survived to the present day. The lots to the north and west of the large lot (and the large lot) have been included in the South Woodlea character area, the two lots to the south and east have not been. There appears to be little significant difference between the five lots that were included and the two lots that were left out in terms of setback, age of the house, mature trees etc. In a similar fashion, I am not clear as to why the properties along 43<sup>rd</sup> Avenue for the most part have been included in the Chinese Market Garden character area, whereas the properties on the east side of 44<sup>th</sup> Avenue have not. Again, I do not see a significant difference in these properties. I appreciate that there is an overall set of requirements that apply to the whole neighbourhood but I feel that including these areas in the respective designated zones would be easier to understand for most people.
- I am pleased to see the inclusion of references to the “City Beautiful” and “Garden City” movements to help place the neighbourhood in its historical context and hopefully guide future design.
- I am concerned about maintaining consistency in the front setback of properties. At the Community Association meeting the question was asked whether an anomalous existing structure would be treated as an exception in determining overall front setback for the street, or would it be included, thereby skewing the average setback. The answer was that an anomalous property would be included. It appears to me that this has the potential to erode standards over time. I wonder whether it would be possible to provide that existing anomalous properties be treated as an exception and excluded from the calculations.
- Overall, I think that this is an excellent start and should provide a really good foundation for our discussions.

I am not aware whether you have had any more follow-up from the community Association. I know there has been discussion by email about a meeting of the Board or of our area redevelopment committee to discuss these matters in more detail. I will follow-up with the other board members and I am sure that you will be hearing from us.

Thanks for your time



Bruce A Buckley

Buckley Law Office  
4641 – 49th Street  
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T4N 1T4  
403 – 342 – 6268  
403 – 342 – 7176 (fax)  
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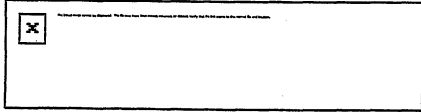
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**Christi Fidek**

**From:** Lyndon  
**Sent:** November 14, 2016 10:12 AM  
**To:** Christi Fidek  
**Subject:** Character Statement

**Categories:** Red Category

**PLANNING DEPARTMENT**

Name: Lyndon Gegolick

Mailing Address: \_\_\_\_\_ Phone #: \_\_\_\_\_ E-mail

Address: \_\_\_\_\_ **General comments regarding Woodlea Character**

**Statements** \_\_\_\_\_ I I do not like the character statement about front attached garages . There are many properties in the neighbourhood have front garages already in both older and newer houses. The house I live in has a front driveway and a rear lane. The lots on my street and much of the neighbourhood are very long compared to the rest of the city, 200 feet and more. Putting a garage in the back you wind up with a very long sidewalk or driveway to get to the house. Most people on 45 street just park on the front Street even if they have a rear garage ,for example my 2 neighbours . With cars parked on both side 45th it it gets to be one lane of traffic a lot of the time since 45th is narrow.

Front garage are built because they are convenient . Just about all the redevelopment in the area have included a front garage. Not allowing them will kill most of the future redevelopment in the area

Lorraine and Lyndon Gegolick

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Thank you.

Sent from my iPad

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[The City of Red Deer I.T. Services asks that you consider the environment before printing this e-mail.]



**Christi Fidek**

---

**From:** Klootwyk Gord & Ger  
**Sent:** November 08, 2016 10:32 AM  
**To:** Christi Fidek  
**Subject:** Re: Woodlea Character statements

Thank you for hearing our concerns.

Gord and Ger Klootwyk

> On Nov 8, 2016, at 10:02 AM, Christi Fidek <Christi.Fidek@reddeer.ca> wrote:

>

> Hi Gord and Geraldine, sorry for my delay in responding to your email.

> Before getting into the specifics of your requests I thought I'd mention that concern over the proposed side yard setbacks has been raised by several people. Therefore the idea of maintaining side yard setbacks will need to be reconsidered in the Character Statements. The City will need to do more research looking at other cities, reviewing the neighbourhood comments, and looking at the benefits and implications of smaller/larger setbacks.

>

> The specifics...

> I've done the calculations for 42A Avenue and the average side yard setback is roughly 2.5m on both sides of a building. This only includes the residence, not a detached garage or shed in the back yard. As proposed the side yard setbacks would only apply to a residence not the other buildings on the site.

>

> Setbacks for a rear garage would be what the Land Use Bylaw currently requires in sections 4.1.2, 3.5 and 4.7(3):

> Rear Yard: 0.9m or 6m (the 6m is only if you want to be able to park in front of your garage) unless there is a utility right of way in which it is then the width of the right of way plus 0.5m.

> Side Yard: 0.9m unless the vehicle entrance is from the side in which the side yard must be 6m.

>

> Our intent of the Woodlea Character Statements is to guide redevelopment in a way that is beneficial to the entire community. Based on the comments the City has heard at the meeting and afterwards a larger review of the regulations and standards will take place in the coming months.

>

> If you have any further questions feel free to call or email.

>

> Christi

>

> Christi Fidek, RPP, MCIP

> Senior Planner

> The City of Red Deer

>

> Third Floor, City Hall,

> 4914-48 Avenue, Red Deer

> mail to: Box 5008, Red Deer AB T4N 3T4

> 403.406.8701

> Christi.Fidek@reddeer.ca

>

> Please note that my hours of work are: Monday-Wednesday, 8:00am – 2:45pm.



>  
>  
>  
>  
>  
>  
> -----Original Message-----  
> From: Klootwyk Gord & Ger [mailto:  
> Sent: November 03, 2016 9:14 AM  
> To: Christi Fidek  
> Subject: Woodlea Character statements

>  
> Red Deer Planning Department

>  
> Christi Fidek

>  
> I recently attended the public information meeting that was held at the Streams Church on Oct 27. I was notified of the meeting via mail and was thankful of the invitation. This was the first time that I had ever heard about the "Woodlea Character Statements". This meeting was well attended with more people attending than expected (not enough chairs). This is either a good sign of a healthy community or that there was a concern over the proposed changes.

>  
> Our family has owned a home in the "Chinese Gardens" area for over 8 years. The house we own is old and starting to get tired. In years to come, a redevelopment of the site will be contemplated. The original reason we bought the house was because of the land that it was situated on. The lot is large, compared to today's standards, the large majestic trees on 42 A ave give that old well-established feel to the area. We learned that those trees will be eventually replaced with trees that will not produce the large canopy. By changing out the trees, the feel of the neighbourhood will change. New development will also change the feel of the neighbourhood. This change will show confidence in the area, investment and new housing. Housing that will be an asset to the neighbourhood by increasing property values and bringing new growth to the community and with it, younger families. The existing redevelopment in the neighbourhood has been a positive asset to the community and this occurred with no additional community specific restrictions that I know of.

>  
> I support most of the concepts in the Woodlea Character Statements, but I feel that they are too specific to certain areas of Woodlea. Redevelopment plans and expectations should be the same throughout the area and the city. That way rules and expectations would be the same no matter where the redevelopment occurs.

>  
> My concern with the Woodlea Character Statement is that side yard set backs will be maintained at present day set backs. Each of the original existing homes developed in the "Chinese Garden District" are small two bedroom, one bathroom homes. Back in the day, it was easy to fit that size of home on the lot. Today's new homeowners have expectations of a garage with a minimum of 3 bedrooms on the main floor. To accommodate this under the proposed changes, the development would require it to be toward the back of the lot. The backyard would be used for a garage and the larger foot print of the house, leaving no useable space in the backyard for outdoor activities. The only other option is to go up and add a second floor to the new development. This will change the feel of the neighbourhood. In short, this makes redevelopment unattractive, since many homeowners and young families value their backyard spaces.

>  
> To summarize, I do not support putting special restrictions on side yard clearances. These clearances must be the same for all landowners in the City of Red Deer. In this way, there will be a level playing field in regards to redevelopment and land values. If too many restrictions are placed on redevelopment, the owner will elect to maintain the status quo or changing to a rental property, which in itself could pose a challenge to the community if the home is not maintained.

>  
> I thank you for your time and your consideration in regards to our concerns.



>  
> Gord & Geraldine Klootwyk  
>  
>  
> PS; At the meeting, you said you had the present day side yard set backs calculated for the Chinese Gardens. Could you please forward those to me? In figuring out those values, did they account for other developments on the property, like garages and their side yard set backs?  
>  
> In addition, could you also let me know what the recommendation will be for rear garage development set backs?  
Thank you.

>  
> [This message has been scanned for security content threats and  
> viruses.] [The City of Red Deer I.T. Services asks that you consider  
> the environment before printing this e-mail.]

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[This message has been scanned for security content threats and viruses.] [The City of Red Deer I.T. Services asks that you consider the environment before printing this e-mail.]



**Christi Fidek**

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**From:** Marcel LeBlanc  
**Sent:** November 15, 2016 3:48 PM  
**To:** Christi Fidek  
**Cc:**  
**Subject:** Re Woodlea area

Hi Christi

Follow up to our phone conversation re proposed changes

- side yard limitations -

1. tall skinny long house. from street view would look like any low budget committee.
2. Because of setback from front street, most of the back yard would be consumed by house and garage. People do not live in the front yard, they live in their backyard privacy.
3. Most likely scenario - people would opt to not build and as most older properties in the area are not worth extensive renovation costs, the area would become mainly rental town. Don't need another lower Fairview.
4. Reduced property values.

Re front driveways:

1. 45 Ave, especially between 53 st and 55 st is a perfect example of how dangerous from a traffic point of view of not allowing front driveways. This area is most often limited to one way traffic from vehicles parked on the street.
2. Aesthetically, vehicles parked on 45th Ave along the creek is much more ugly than front drives or vehicles parked on front driveways.

If there was ever a place to have no street parking it would be 45 Ave between Ross st and 55 st.

Key notes to which I had previously spoke to:

1. The five person team driving this "Woodlea agenda" are not speaking on behalf of the community. They are attempting to slide their personal agenda through.

Two of these have over height garages and one of those had not been applied to MPC for relaxation.

Another two of them have front driveways.

2. They have not gone door to door.
3. Many of the families these changes would affect are very busy running their children from and activities and are not available to attend meetings.



4. I was on the Planning and Development Committee up to Oct 2016 community meeting, yet these five decided it was in their best interest to no longer hold P & D meetings during this phase of the process so that my input would not be included.

5. I expect that during the community walk about, they would have illustrated how my garage is "not in keeping with the character of the community ", yet on file at the permitting department at city Red Deer, I have approval letters from 23 of 31 property owners within 100 meters approving my garage. 5 of the 31 households were not available.

6. Since I have built my garage, the immediate five properties abutting me, being next I me on the south and four next to each accord the back lane from me have sold and four of the five are entirely new yards including new homes and garage. All four have invested over \$1,400,000 and three of the four are young families. All four have front driveways.

KEY POINT. This is the single largest concentration of renewal investment in the Woodlea community and proves unequivocally that current proposal is BS and does not match the interest of the community.

Respectfully

Marcel LeBlanc

Sent from my mobile device.

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**Christi Fidek**

---

**From:** Marcel LeBlanc  
**Sent:** November 15, 2016 3:59 PM  
**To:** Christi Fidek  
**Subject:** Woodlea

Hi Christi

If you read my previous email first, this one will make clear sense.

Every time the self proclaimed voice of the community causes development restrictions, it increases the value of my property by \$100,000 to \$200,000 per issue as buyers of properties could never reproduce my development. I get asked repeatedly if I would be interested in selling.

From a selfishness I should keep my mouth shut and cheer them on.  
However I have no enjoyment in Woodlea becoming rental town.

Marcel LeBlanc

Sent from my mobile device.

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**Christi Fidek**

---

**From:** Marcel LeBlanc  
**Sent:** November 21, 2016 1:00 PM  
**To:** Christi Fidek  
**Subject:** Wood leader Character Statement

Hi Christi

As a follow up from my last emails: all four properties next to ours which I described their redevelopment costs of each in excess of \$1,400,000, all four of these were previously rental properties. Hence my terminology of "rental town".

Now three of these properties are rejuvenating our community. They are all three families with pre teen children.

The fourth is a couple with one working and the spouse is disabled to a wheel chair. The disabled couple would not have the option of rejuvenating our community without an attached garage which requires a front driveway.

Marcel LeBlanc

Sent from my mobile device.

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**Christi Fidek**

---

**From:** Dean Oster  
**Sent:** October 29, 2016 9:11 PM  
**To:** Christi Fidek  
**Subject:** Woodlea Infill  
**Attachments:** House Rendering 1.jpg; ATT00001.htm; House Rendering 2.jpg; ATT00002.htm; Lot Plan.pdf; ATT00003.htm

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hello Christi

Thank you very much for talking to us at the Woodlea AGM meeting. As we briefly mentioned at the meeting, my wife Shauna and I bought a small house in Woodlea last October at . Our intentions were to find a house that has reached the end of its life cycle on a good lot to demolish and build new. Due to the uncertainty in the economy and the easing of our current home value we decided to rent the house out for a year or two before starting the project.

Naturally the meeting brought up concerns for us. Although I appreciate the position taken on the character statement, I am quite worried that it may change the viability of our plan. The biggest concern I have is the stance stated about front attached garages. While I understand that some attached garages are not attractive, I can't imagine investing over a million dollars into a property that could not have an attached garage.

There are reasons beyond the convince of an attached garage that will influence our decision. First of all, our lot narrows down to 30' at the lane. We will not build a house with out RV parking. So with a 30' lane width we obviously do not have enough space for rv parking and a 2 car garage with lane access. Second thing is the unpaved lane. Although we would only have a small amount of gravel to cross to enter the back of our lot, why would we invest this kind of money to drive through a mud puddle every day to park in our garage. Another point is that there are already many homes with attached garages in the neighbourhood.

I completely understand the desire to keep character in the area, this is our goal with our build. We have tried to use heritage homes as an influence in the design of this and plan to use cement fibre siding and windows that look the part. But at the end of the day its 2016 not 1916 and the home will have incorporate modern luxuries with what we hope will be a very classic look.

If you look at some of the new homes on Sagewood Close and Bannerman Close, there are beautiful homes with attached garages that are a part of the house and add character to the home not distract from it. As a suggestion instead of saying no homes can be built with attached garages so long as they have alley access, why not implement architectural controls in regards to attached garages and let the developer decide if it is worth it or not.

The other concern we have is naturally with the set back rules. I believe that we will be close to complying with the plans we have at this point but would like to know for sure before we spend money with the architect.

At the end of the day it is our dream and goal to build this house in this neighbourhood. It does not financially make sense to do it but it is what we want. However, if we are unable to meet our needs here we may have to sell the property and build elsewhere. I think it would be a shame for this to happen. If investment is chased



away from this neighbourhood it is only going to go down hill and I think that is sad because it is a beautiful part of the city.

When we talked to you, you said you would take a look at our proposed development and give us some vague suggestions as to whether or not we are on the right track with this. I am attaching a couple renderings as well as a lot plan. We have not enlisted a designer, architect or even decided on a contractor at this point so any insight into what is happening with the new rules is very much appreciated, we would rather not spend a ton of money on all this if there is a chance we won't be able to proceed.

Please let me know where we should voice our concerns about this. And thank you in advance for your input Christi, we greatly appreciate it.

Dean Oster  
DSW Manufacturing Inc.

[www.dswmanufacturing.ca](http://www.dswmanufacturing.ca)

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Name: Soren Hansen

Mailing Address: 100 - 10th Avenue S.E. Postal Code: T1S 1A1

Phone #: 403-243-1234 E-mail Address: s.hansen@reddeer.ca

**General comments regarding Woodlea Character Statements**

It is my feeling that the existing 'Neighborhood Planning and Design Standards/Regulations' as they currently exist are more than sufficient to cover all aspects of redevelopment in any existing area in the City of Red Deer, and that would include our Woodlea.

It is my concern that further 'rules' have the potential to stifle complimentary creativity that could enhance the existing character of the neighborhood as it has in years gone by.

*Soren Hansen*

Thank you.



## December 2016 Letter to Landowners and Landowner Comments

In December 2016 and March 2017 additional letters were mailed to landowners requesting their comments and feedback on revised draft documents.

### Summary of Key Comments

<b>December 2016: Draft 2</b> <i>(Highlights included revisions to side yard setbacks and limited front yard vehicle access)</i>	
<b>Comments</b>	<b>Administration's Response</b>
Maintain large side yard setbacks; Keep side yard setbacks the same as in other RI areas	2m – 4m side yard setbacks are common in the neighbourhood to ensure privacy, sunlight, and smaller scale developments. This can also be accomplished through design parameters within the existing RI side yard setback of 1.5m.
Allow front yard access in all areas; Do not allow front yard access	Front yard access will continue to be reviewed during the process.
Keep boulevard trees	Treed boulevards will remain but may be replaced over time with a different species and caliper of tree.
Consider scale, mass and height of redevelopment	Scale, mass, and height will continue to be reviewed during the process.
Scale of front garages	Front garages will continue to be reviewed during the process.





**Date: December 21, 2016**

**«Owner\_PrimeName»**

**«Owner\_Address1»**

**«Owner\_Address2»**

**To: Landowners located within the Woodlea neighbourhood and within 100m of the Woodlea neighbourhood**

**Re: Revisions to the Woodlea Character Statements**

**Why have you received this letter?**

As a landowner within Woodlea or within 100 metres of the Woodlea area, The City of Red Deer invites you to review the recent changes made to the proposed Woodlea Character Statements. It is anticipated these Character Statements will be presented to City Council in early 2017. Since the Woodlea Community Association Annual General Meeting in October the City has reviewed your preliminary comments regarding your preferred and least preferred components of the Character Statements. Taking these comments into consideration, we have made some changes to the Character statements. The key changes are outlined below. To review the Woodlea Character Statements in its entirety, please visit [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea). Comments are due on **Wednesday, January 18, 2017.**

**What are Character Statements?**

All neighbourhoods contain the same basic elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When redevelopment of private property or public infrastructure occurs concerns over losing the "character" of a neighbourhood is often raised. Character Statements define the "character" of a specific geographic area by capturing the design elements that make one geographic area different from another.

Character Statements are not necessary for every neighbourhood in The City of Red Deer, they are useful for specific geographic areas that meet the following criteria:

- They contain a combination of elements that together make an area unique or special; or
- The character is designed to guide a redeveloping area in an intentional manner.

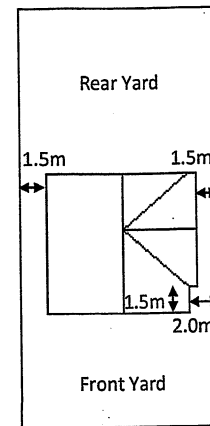
**Updates to the Proposed Woodlea Character Statements:**

**Side yard setbacks**

In the Chinese Market Garden Character Area, The City received some concerns that maintaining the existing large side yard setback standards will limit development opportunity on these smaller lots. Therefore, The City is now proposing that the side yard setback on one side of the dwelling be a minimum of 1.5m from the property line (this is consistent with The City's Land Use Bylaw for the R1 Residential (Low Density) District), and that on the opposing side, the first 1.5 metres of the home be



setback a minimum of 2 metres from the property line, while the remainder of the home can be setback a minimum of 1.5 metres (see sketch). Therefore, the larger side yard setback on one side of the home for the first 1.5 metres of the home, will create the aesthetic illusion of consistent side yard setback standards with the other homes in the immediate street context. However, the loss of developable area on the lot will be minimized. Variances/relaxations of the side yard setbacks will not be considered.



Side Yard Setbacks

#### Front yard driveways

While the vast majority of homes within Woodlea contain driveways accessible by a rear lane, there are some areas that predominantly have front yard access which have become part of the character of these streets. For this reason:

- Properties on the west side of 44 Avenue between 51 Street and 53 Street, and
- Properties along 53 Street Crescent, 5335 45 Avenue, 5337 45 Avenue, and 5339 45 Avenue all within the Central Woodlea Character Area

will be permitted to have front yard access.

#### Grading

The City also received a comment regarding grading and its impact on the walkability on the Woodlea neighbourhood. While no changes regarding grading were made to the updated Character Statements, The City invites any further comments regarding the potential impact of grading on the Neighbourhood for further consideration.

#### **How do I have to provide comments?**

The City would like you to explain what you like and what you do not like about the proposed Character Statements. If you need further clarification prior to submitting comments, please call, or email the contacts below. Comment sheets will also be available on the website or from the 3<sup>rd</sup> Floor Planning Department. It is optional to provide comments. Comments are due on Wednesday, January 18, 2017.

#### **What will happen if I submit comments?**

Any comments received related to these Character Statements will be reviewed by Planning staff. As well your comments will be forwarded to City Council when they consider the proposed statements. Comments related to planning will be included in administrations report to Council.

#### **What is the next step for the Character Statements?**

Following the period to provide comments the City Planning department will review and make any necessary revisions to the Woodlea Character Statements. Updates to the Character Statements will be made available on the website at: [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea).

It is anticipated that Character Statements will be presented to City Council in early 2017. Thank you for your consideration in this matter. Please contact us if you have any questions.

Sincerely,

Christi Fidek  
Senior Planner  
Phone: 403-406-8701  
[Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)

Kim Fils-Aimé  
Planner  
Phone: 403-356-8896  
[Kimberly.Fils-Aime@reddeer.ca](mailto:Kimberly.Fils-Aime@reddeer.ca)





## PLANNING DEPARTMENT

Date: December 21, 2016

Re: Revisions to the Woodlea Character Statements

**Comments Due: January 18, 2017**

Comment Return Options:

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off comments at the Planning Department counter on the 3rd floor of City Hall at 4914 – 48 Avenue; or
- Fax comments to the Planning Department at 403-342-8200; or
- Scan and email the comments to [christi.fidek@reddeer.ca](mailto:christi.fidek@reddeer.ca).

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**Your comments are important.**

***Collection & Release of Your Information:***

The City is collecting your information as part of the referral process that is described in Section 2.19(5) of The City of Red Deer *Land Use Bylaw*.

The personal information on this form is collected under the authority of the *Municipal Government Act* Section 3 and is protected under the provisions of the *Freedom of Information & Protection of Privacy (FOIP) Act*. An individual choosing to complete and submit this comment sheet, pertaining to the Woodlea Character Statements, to a member of Council, to a member of a committee and/or to City of Red Deer administration must understand that comments, including your residential address, could be publicly disclosed. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of Planning at The City of Red Deer, 4914-48 Ave, Red Deer, AB 403-406-8700.

***Contact Information***

Your contact information allows administration to respond as needed. When disclosing public comments, The City will endeavour to disclose only the author's name, unless there is a legislative, privacy or public interest reason to disclose more or less information.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





# THE CITY OF

# Red Deer

# PLANNING DEPARTMENT

**General comments regarding Woodlea Character Statements**

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There is no handwriting or other markings on the paper.

**Thank you.**





Date: December 21, 2016

Re: Revisions to the Woodlea Character Statements

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***Contact Information***

Your contact information allows administration to respond as needed. When disclosing public comments, The City will endeavour to disclose only the author's name, unless there is a legislative, privacy or public interest reason to disclose more or less information.

Name: Bev Blades

Mailing Address: \_\_\_\_\_ Postal Code: 7

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





THE CITY OF

**Red Deer**

PLANNING DEPARTMENT

**General comments regarding Woodlea Character Statements**

Pedestrian friendly driveways into  
sidewalks

5119

some "new" homes or 45 are

have the sidewalk grade

very unsafe for walking.

If they are to access through

the front over the sidewalk

the grade of the sidewalk

should not exceed "whatever"

grade is safe to walk over.

Thank you.





Re: Revisions to the Woodlea Character Statements

**Comment Return Options:**

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
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Your contact information allows administration to respond as needed. When disclosing public comments, The City will endeavour to disclose only the author's name, unless there is a legislative, privacy or public interest reason to disclose more or less information.

Name: Tyler and Jessica Brake

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





***General comments regarding Woodlea Character Statements***

45th Avenue, from 50th Street to 53rd Street, runs along the East side of Coronation Park. This street does not meet current standards and guidelines, as set by the City of Red Deer, for residential subdivisions. Yet, the City is considering prohibiting front driveways/garages along this street. This not only increases the potential for accidents/incidents along this street, but indicates that the City will listen to, and act upon, the ill-advised personal agenda of a select few individuals who are not looking at our community with its overall best interests, relating to future growth and economic viability, but through the lens of individual control and satisfaction.

Many properties, in the woodlea neighborhood, are significantly larger then other areas of the City. These lots can handle larger homes, garages, driveways, etc, and still easily meet, and exceed, the City standard for individual property green space. On street parking, in many areas of woodlea, especially in the location noted above, is not desired. The street, among other things, cannot safely handle on street parking. We want to preserve the mature beauty of our neighborhood. The large tree lined boulevards, oversized building/dwelling lots, etc, provide the canvas for individual property owners to create their version of success in a dwelling place. This can all be done, while preserving the "character" of the neighborhood. Property owners should be given the flexibility and freedom to build/design/construct as they invision, as it is their property. Of course, the City can do the same with their property. So that means that, in the area noted above, front driveways should not just be allowed, but be encouraged, as long as this can be done while maintaining the integrity of the tree lined boulevard...as this increases the "character", safety, and long term

(continued ...)

Thank you.





## PLANNING DEPARTMENT

**General comments regarding Woodlea Character Statements**

(...continued)

viability of the community.

Personally, my wife and i enjoy a very active, outdoor, lifestyle. That includes camping trips with our holiday trailer, atv and dirt bike adventures, boating at the lake, etc. We also enjoy our road trips, motorcycle trips, etc, and becuae of that we own several toys. We chose this neighborhood several years ago because, among other things, it gave us the physical space to host our home, and toys, while still being able to provide desirable green space for outdoor living. The primary individuals responsible for attempting to prevent driveways, garages, etc, do not share the same interests as us, or many others. They have one small vehicle and are more interested in their retirement gardening then our motorcycle trips. That is great, and they are entitled to do as they wish, but their personal agenda should not play a role in what others can, or cannot, do with their private property.

We understand that individuals have been known to influence govenment bodies for their own agenda, as history has proven this to be so. History has also proven that the success of a governing body has been significantly higher when that governing body has politely removed personal agendas from the equation, and reduced its attempt to implement restrictions and control. We are trusting that the City of Red Deer will not make the same mistake, in this particlar case, but will allow individual ppty owners to implement their own vision of a successful dwelling place.

Thank you.





Date: December 21, 2016

Re: Revisions to the Woodlea Character Statements

Comments Due: January 18, 2017

Comment Return Options:

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off comments at the Planning Department counter on the 3rd floor of City Hall at 4914 – 48 Avenue; or
- Fax comments to the Planning Department at 403-342-8200; or
- Scan and email the comments to [christi.fidek@reddeer.ca](mailto:christi.fidek@reddeer.ca).

---

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***Contact Information***

Your contact information allows administration to respond as needed. When disclosing public comments, The City will endeavour to disclose only the author's name, unless there is a legislative, privacy or public interest reason to disclose more or less information.

Name: Scott K. Cline

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





THE CITY OF

**Red Deer**

PLANNING DEPARTMENT

**General comments regarding Woodlea Character Statements**

As a fourth generation Red Deerian I am disappointed that my neighbourhood of Woodlea will be greatly changed over time.

The most important features of Woodlea are the side yards. The fact that this could be greatly changed will hurt the "character" of Woodlea forever.

Limiting development will preserve the "character". Bigger is not better in Woodlea.

Please retract/reverse the notion that 1.5m will suffice.

As a past member of the Red Deer Historical Preservation Committee and a resident of Woodlea for over 35 years I urge you omit the "aesthetic illusions" and keep reality of space.

Sincerely,

Thank you.

Scott M. Cline





Received  
Shelly

Date: December 21, 2016

Re: Revisions to the Woodlea Character Statements

Comments Due: January 18, 2017

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Name: Susan Harper

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





**General comments regarding Woodlea Character Statements**

One of the most important and beautiful characteristics of Woodlea, including the Chinese Market Garden Character Area, is the existing large side yard setbacks which allow space and sunlight enough for side gardens.

Reducing these setbacks would turn these areas into space for nothing more than a passage from front to back, in which there was too little sunlight for flowers, vegetables, or bushes that contribute to the unique beauty of this area.

The purpose of character statements is to guide development so that the unique character of the area is protected. This will sometimes mean that development is restricted. There are many other areas in Red Deer with different characteristics where side gardens are irrelevant.

Please let Woodlea retain its lovely side gardens by protecting the large side yard setbacks!

Thank you.



**Christi Fidek**

---

**From:** Klotwyk Gord & Ger  
**Sent:** January 04, 2017 6:47 PM  
**To:** Christi Fidek  
**Subject:** Woodlea Character statements

Thank you for listening to our concerns regarding the Woodlea character statements. The new proposed side yard set backs that were communicated in your Letter dated Dec 21, 2016, is a good compromise that I would ease the concerns of redevelopment and goes a long way to ensure all land owners in the city have the same development restrictions in regards to set backs.

Thank you

Gord and Ger Klotwyk

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[The City of Red Deer I.T. Services asks that you consider the environment before printing this e-mail.]



## Christi Fidek

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**From:** Marcel LeBlanc  
**Sent:** January 16, 2017 4:03 PM  
**To:** Christi Fidek  
**Subject:** Woodlea Character Statement  
**Attachments:** ATT00001.txt; IMG\_5435.JPG; IMG\_5446.JPG; ATT00002.txt

Hi Christi

First picture below:

45 Ave south of 55 Street- instantly ugly with cars parked on it, unsafe traffic With the trees on this street, it would be much nicer without parked vehicles.

Second picture below:

44 Ave between 51 street and 53 street- nice street as there are no vehicles parked on it. Why? Mainly front driveways

[This message has been scanned for security content threats and viruses.] [The City of Red Deer I.T. Services asks that you consider the environment before printing this e-mail.]



45 Avenue



44 Avenue





Date: December 21, 2016

Re: Revisions to the Woodlea Character Statements

Comments Due: January 18, 2017

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Name: Alison Leona McCracken

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

com



Re: Revisions to the Woodlea Character Statements

I do appreciate that most of the homes within the Woodlea neighborhood do not have front facing drive ways and I cannot stress how much I feel this should remain this way. As we have adequate lane ways and access to said laneways. Changing bylaws to allow the front facing driveway would, in my opinion clutter the neighborhood and inflict unnecessary impact to the natural surroundings and lots.

I do not agree that allowing for .5 of a meter less setback inhibits future development. I strongly disagree with changing this bylaw for new developments. Even with the proposed solution of maintaining the 2.0 meter set back at the front of the development to aesthetically suggest it is this way away throughout the property. The new developments do not need to be shouldering up so close to the property line. 2.0 meters is close enough for such a large structure. Wider side lots are part of the character of the neighborhood, this is one of the reasons why our family chose to purchase, and live in this area. We value the space around our home, including that extra .5 of a meter away distance from neighboring dwellings. There are many other areas in the City that houses can be only 1.5 meters away from the property line, if that is crucial to the development of a new home, those individuals should be looking in many of the other lovely areas in Red Deer that allow this in the bylaw.

I also feel that there should be a height limit on new developments. Unfortunately, in Waskasoo I have heard many complaints from residents regarding new home developments that are simply too big for the property. They obstruct the view of neighbors and squeeze huge houses onto lots rather than blending in seamlessly to the natural aesthetic of the historic character neighborhood. Please consider learning from the unfortunate mistakes in Waskasoo and pass a bylaw to prevent this in Woodlea in the future. The value of the natural surroundings and historic neighborhood is truly what makes it special. These new homes need to respect and adhere to the look and feel of the neighborhood that we in the area love so much.

Alison McCracken





Date: December 21, 2016

Re: Revisions to the Woodlea Character Statements

Comments Due: January 18, 2017

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Name: DEAN & SHAUNA OSTER

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_



Woodlea Character Statements – Chinese Market Garden district

Thank you for the opportunity to provide feedback on the Woodlea Character Statements. We own the property at [redacted] We plan to re-develop the property with a new home and have completed some preliminary designs for the property that are enclosed with this submission. We hope that they are helpful to illustrate our suggestions for amendments to the Character Statements for corner lots like ours.

While the Character Statements do not allow front drive garages, we suggest that in certain instances this may be a lost opportunity to ensure the most sensitive and optimum use of our lot and others like it. Our design has an attached garage that is accessed from the long south side of the property.

By taking advantage of the extensive south street frontage (200 feet), the design provides a strong focus on the front veranda and the dominant south gable. The wall that includes the garage doors is set back ten feet from the main wall of the house, thereby minimizing its visual impact on the façade and creating the “non-dominant garage” feature mentioned in the Character Statements. The design creates a very attractive and street-friendly presentation to the neighbourhood and offers many opportunities for landscape design.

The east façade also features attractive massing with a variety of gables, architectural features, and window compositions. The roof massing is stepped back from the street to add further interest and minimize impact of the partial second storey on the street façade and north adjacent property. The design meets the intent of the Character Statements by providing an architecturally interesting and appropriate street façade.

The placement of the garage on the east side of the property allows the optimum use of the back (west) yard and creates further opportunities for a very attractive rear (west) façade with many architectural features, design details and rooflines. As a corner lot, this façade is highly visible from the street in a way that interior lots are not.

The disadvantages of placing a garage on the west side of the property accessed from the alley are significant. A west garage would negatively impact the useable area of the back yard, potentially limit the amount of sunlight in the adjacent property’s back yard, and diminish the attractiveness of the west façade as viewed from the street when approached from the west.

While two-storey homes in Red Deer can be as tall as 10 metres, we are well-aware that many of the homes in our neighbourhood are bungalows. For this reason, the house has been designed so the tallest portion of the house is less than 9 metres, with much of the house just 6 to 7.5 metres tall. The second-storey area is towards the south side of the property, so that the sunlight to adjacent property to the north is maximized.

Details such as the timber-frame gable trusses, knee braces, and posts; attractive window compositions; generous use of window, door and other trims; varied roof massing; and high quality materials (such as Hardie-Board siding or equivalent), keep the visual focus on the home and downplay the impact of the attached garage. Further, we strongly believe that the placement of the garage on the east side of the property provides for the most effective use of the lot.

It is our belief that the overall quality of the design will create a home that will be an asset to the neighbourhood. We hope that our submission provides compelling information for your consideration in developing sensitive, practical, and effective design guidelines for corner lots in Woodlea.





Date: December 21, 2016

Re: Revisions to the Woodlea Character Statements

**Comments Due: January 18, 2017**

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Name: GAILE PARSONS

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





**General comments regarding Woodlea Character Statements**

I believe the boulevards in Woodlea are very important to the character of the neighborhood. All future developments where the boulevards are impacted should be very carefully assessed in order to retain the key aspect of the boulevard. Some fairly recent examples where duplexes have been built with front driveways and garages have completely wiped out the boulevard (e.g. 46<sup>th</sup> Ave between 55<sup>th</sup> Street and 53<sup>rd</sup> Street) to the detriment of the neighborhood.

In the interest of allowing some increase in density, but retaining the character of the neighborhood, I would recommend the accommodation of granny (or in-law) suites either on the lower level or a small building in the back yard.

Thank you. Gail M. Parsons





## PLANNING DEPARTMENT

## General comments regarding Woodlea Character Statements

We would like to make the following suggestions with regard to front access driveways:

It seems that a lot of new homes being built in this area have front attached garages which seems to be the desired thing nowadays. If a garage is attached to the back of the house it needs a very long driveway which negates the larger back yard for personal use and enjoyment. An unattached garage at the back of the lot results in a long distance from the house, especially in the winter & on rainy days. With the value of the lots being above average it makes sense to build a new house with an attached garage (for redevelopment).

Without front access, street parking becomes the norm, resulting in crowded streets, especially during winter.

Thank you for your consideration

Alvin & Margaret Stolz - P.L.

Attn: Christi Fidek

Thank you.



**Christi Fidek**

---

**From:** Christi Fidek  
**Sent:** January 18, 2017 10:59 AM  
**To:** 'Laura Turner'  
**Subject:** RE: Woodlea Character Statements

Either way it doesn't matter :) I just asked because no one from the board had submitted comments and today is the last day to do so.

Christi

-----Original Message-----

**From:** Laura Turner [[mailto:](#)]  
**Sent:** January 18, 2017 10:57 AM  
**To:** Christi Fidek  
**Cc:** Trish; \_\_\_\_\_, J  
**Subject:** Re: Woodlea Character Statements

Hi Christi,  
Those were my comments. Board members will be submitting comments on their own (at least, that is my understanding). Do you feel it is important for the Board to comment?

Laura Turner

Sent from my iPad

> On Jan 18, 2017, at 10:54 AM, Christi Fidek <[Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)> wrote:

>

> Thanks Laura, just wondering if these are your personal comments or from the board? If personal, do you know if I will be receiving Board comments?

>

> Thanks,

> Christi

>

> -----Original Message-----

> **From:** Laura Turner [[mailto:](#)]

> **Sent:** January 18, 2017 10:46 AM

> **To:** Christi Fidek

> **Cc:** \_\_\_\_\_ Trish; \_\_\_\_\_

> **Subject:** Woodlea Character Statements

>

> Thank you for the opportunity to provide comment on the Woodlea Character Statements and proposed revisions resulting from feedback received since the October presentation to the community.

>

> I believe the document reflects the involvement and wishes of Woodlea residents and will serve to maintain some of the Character of our neighbourhood without unreasonable constraints on new development.

>



> Having said that, the Character Statements describe the side-yard setbacks in the Chinese Market Garden Character Area as "large", but does not quantify or define 'large'. If those large side yard setbacks are, indeed, 1.5 meters on one side and 2 meters on the other as suggested in the letter outlining the proposed updates ("...create the aesthetic illusion of consistent side yard setback standards with the other homes in the immediate street context"), then I support that proposed revision. However, if the majority of the side yard setbacks in the Chinese Market Garden Character Area are greater than 1.5 and 2 meters, I do not support a revision that allows for new development with smaller side yard setbacks, and prefer that new development be required to preserve the consistency of those 'large' front and side yard setbacks that contribute to the character of that area.

> The proposed revision allowing front yard driveways for the properties listed is reasonable; I support that addition to the Statements. I have no comment regarding grading.

> It is my understanding, and hope, that evaluation of applications for new development received in the interim (before the Woodlea Character Statements are adopted by City Council) will be required to conform to the parameters outlined in the Woodlea Character Statements.

> Many thanks to the Planning Department,

> Laura Turner

> Sent from my iPad

> [This message has been scanned for security content threats and viruses.]

> [The City of Red Deer I.T. Services asks that you consider the environment before printing this e-mail.]

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**Christi Fidek**

---

**From:** Jeanne Davis  
**Sent:** February 09, 2017 2:14 PM  
**To:** Christi Fidek  
**Cc:**  
**Subject:** Re: Woodlea Character Statements  
**Attachments:** IMG\_1458.jpg; IMG\_1463.jpg; IMG\_1464.jpg; IMG\_1465.jpg; IMG\_1466.jpg

Hi Christi,

Hope things are going well with the Woodlea Character Statements. I took these photos of a house on 45 Street in Parkvale. It is an example of an infill that met all the Parkvale Overlay Guidelines, showing how big a house can be even with our all guidelines including 1.5 metre sideyard. I While many will agree that it is stunning architecture, I can assure you that no one living on 45 Street believes it enhances their street.

I don't know if there is such as thing as the mass not surpassing a certain mass relative to other homes on the street.

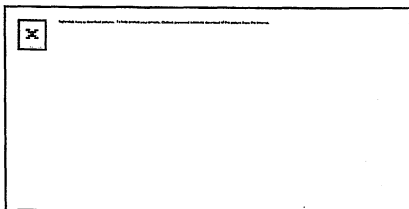
I wonder if proposed developments should include a streetscape design to show mass of new house relative to other houses and it could also show where any utility poles will be. We have found in Parkvale that sometimes new development project are approved not giving consideration to our beautiful mature trees because of changes to power pole location.

Just some thoughts!

-----  
Jeanne Davis, Co-Chair  
Sheraton Celebrity Dance Off 2017

C:

E: \_\_\_\_\_



On Thu, Jan 26, 2017 at 1:59 PM, Jeanne Davis <\_\_\_\_\_> wrote:

Hello Christi,

Following is our feedback regarding the Updates to the Proposed Character Statements.



We own the legal suited bungalow at

Our property backs onto the baseball court/ice rink along the escarpment. We are very familiar with this area of Woodlea and are very proud to own this property. It attracts excellent tenants who appreciate the character of the old neighbourhood.

**Concern 1:**

We are confused with the wording “existing large side yard setback standards will limit development opportunities on these smaller lots”.

Our lot on 42 Avenue is 15.25 metres ((52 feet) wide and 40 metres (130 feet) deep. Our understanding is that many properties along our street are larger than the standard lot in Red Deer.

*Where are these smaller lots?*

**Concern 2:**

We are concerned that the proposed Side Yard Setbacks of 1.5 metres (4.9 feet), with the 2 metres (6.5 feet) setback on opposing side for 1.5 metres depth would allow houses that would be extremely large and could not maintain the integrity of 42 Avenue.

It’s the size of the houses that concerns us – not the visual of smaller yard side setbacks.

The proposed side yard setbacks will allow for the construction of houses 11.75 metres (38.5 feet) frontage.

There are examples of such developments on our street and other streets in the Chinese Garden Market zone. In our opinion, they are so large that the surrounding bungalows look totally out of place! The streetscape looks weird and none of it adds to property values.

Using our Woodlea property as an example, we could build a two-storey house that is over 500 square metres house (5600 square feet) on main floor. Add a second floor and we are talking castle!

The mass would be TOTALLY overwhelming yet we would be totally in our rights to do this.

***PLEASE address the size of the house that could be build on these lots whether it’s by increasing side yard setbacks, maximum frontage or maximum mass.***

**Concern 3:**

We built our home in 1999 at before the neighbourhood adopted its infill overlay.

We wanted it to fit into our street landscape and would have really appreciated having the infill guidelines to help us design our house.



With hindsight, we know we didn't do a perfect job yet we are regularly told that we did an amazing job at making it look like an original home that was upgraded. It's only when people are inside the house that they realize it's a new house.

We believe that the MAIN reason why our home suits our street is because it is only 9 metres (30 feet) wide with about 2.5 metres on one side recessed 2.5 metres (8 feet) in depth.

It really does give the illusion that the house is small yet we have over 450 square metres (almost 1500 square feet) footprint with an attached garage at the back.

***We believe that the recess should be increased to at least 2 metre in depth and that frontage should be limited to 35 feet.***

Thank you so much for taking the time to understand our concerns and help reach a reasonable compromise.

-----

Jeanne and Gord Davis

C:

E: \_\_\_\_\_

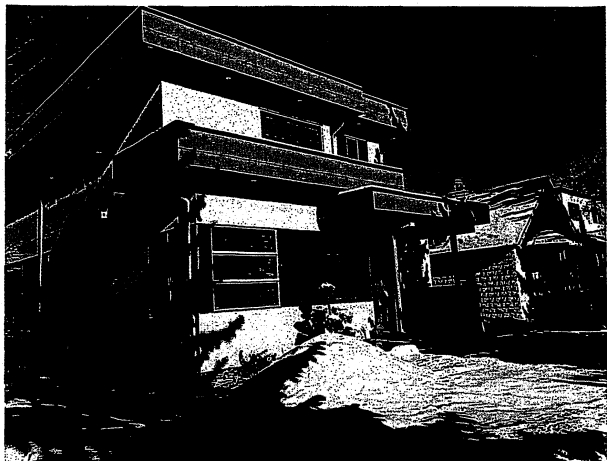
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Attached Pictures







February 21, 2017

Christi Fidek  
Senior Planner  
The City of Red Deer  
Box 5008  
Red Deer AB T4N 3T4

Dear Christi,

Thank you for the invitation to respond to the proposed character statement change to allow for front garages and access where alley access is available. Below are the key points that the Woodlea Community Association Board made in regard to this change, many of which were summarized in your meeting minutes.

1. Maintaining the prevalent historic look of the particular streets (and the neighbourhood in general) is a goal acknowledged in the character statements. To the extent that front garages and access are added, this historic look and feel is undermined. Unfortunately, this erosion to the dominant pattern has already started with the building of several houses with attached garages in the absence of character statements. The comment was made that double attached garages are now the design standard in Red Deer. This is precisely our point: the City should seek to preserve a character that is distinctive, not transform the street into a copy of a suburban street. People who want houses with double attached garages have ample choice of where to build or buy; people who want to avoid that kind of neighbourhood have very limited choices—and Woodlea should be one of them. Furthermore, hard-surface driveways with parked cars and curb cuts will erode the character of the street, of which a dominant feature is the greenspace of front yards and treed boulevards. Instead of framing the lack of front access as a restriction, we should be framed as a benefit for homeowners and an opportunity for developers. We should emphasize and reinforce these qualities to maintain the desirability and uniqueness of the neighbourhood.
2. In the meeting, you suggested that one possible proposal would be to insure that, if a garage is allowed, it should not dominate the facade. A point made in the meeting is that at 20 x 20 to 24 x 24 (seemingly typical range of double garages) it will be impossible for the garage not to have an overwhelming presence on a 50-foot lot (which most of the lots on our street are). Allowing for side-yard setbacks, one would be left with 40 feet for the building, of which half or more could be the garage. Even if such a garage were flush with the house or even slightly recessed, it would be a very significant part of the look of the home, a dominant element. With alley access, rear yard garages would allow homeowners to meet their needs for storage, giving them a wider range of building options.
3. Finally, we have some safety concerns around allowing front access. The streets in question accommodate high pedestrian traffic, which would be endangered by cars reversing to enter the street. Vehicle safety would also be affected as cars enter the street through the front access, particularly with sightlines reduced due to the curvature of 45<sup>th</sup> Avenue. Curb cuts will result in a loss of on-street parking, potentially leading to further congestion.



While we appreciate your desire to take a balanced approach,. The City is attempting to hear and respect "both sides" of the issue, regardless of specific numbers on each side; however, in this case, it seems unavoidable that one side will necessarily "win." One either has front access or one does not. As such, it may be necessary to consider not only the cogency of the arguments on each side (which you have noted cannot necessary evaluated based on evidence), but also the wishes of the majority (which could be evaluated in some manner through a poll or individual submissions).

We appreciate that the City attempts to hear and respect all viewpoints on issues such as this without regard to specific numbers. We are certain that you will appreciate that we are attempting to discern the wishes of our members (or at least a majority of them) in putting forth a position on behalf of our Community Association. With that in mind, we feel that our membership is much more opposed to front garages, notwithstanding the garages that already exist. Because allowing front garages, even with restrictions, is making a choice that privileges the desires of certain community members over others, we would prefer that a "default position" be that front garage access would not be allowed anywhere where there is rear lane access. In considering the above three concerns, we feel that it is much more consistent in preserving the look and "feel" of our neighbourhood to do so.

We look forward to continuing the consultation process with you and sincerely appreciate the thought and time that you have devoted to preserving the unique character of the Woodlea neighbourhood.

Yours truly,

Trish Campbell  
Board Chair, Woodlea Community Association



## March 2017 Letter to Landowners and Landowner Comments

### Summary of Key Comments

<b>March 2017: Letter to landowners requesting input on front yard vehicle access</b>	
<b>Comments</b>	<b>Administration's Response</b>
Front yard vehicle access <i>(Administration had provided three options to landowners for consideration: 1. No front yard access 2. Limited front yard access 3. Unlimited front yard access. 56% preferred no front access; 19% preferred limited front access; 25% preferred unlimited front access)</i>	Front yard access will continue to be allowed in some areas where it is currently part of the character of a street.
Keep treed boulevards	Treed boulevards will remain but may be replaced over time with a different species and caliper of tree.
Don't allow old character homes to be demolished	Unless a home is protected as a Municipal Historical Resource or a Provincial Historical Resource it may be demolished with the proper permits. Owners can apply for Municipal Heritage designations.
Maintain large side yard setbacks	2m – 4m side yard setbacks are common in the neighbourhood to ensure privacy, sunlight, and smaller scale developments. This can also be accomplished through design parameters within the existing R1 side yard setback of 1.5m.
Redevelopment should consider mass, height, and privacy in comparison to existing development	Mass, height, and privacy will continue to be reviewed during the process.





**Date: March 15, 2017**

**«Owner\_PrimeName»**

**«Owner\_Address1»**

**«Owner\_Address2»**

**To: Landowners located within the Woodlea neighbourhood and within 100m of the Woodlea neighbourhood**

**Re: Revisions to the Woodlea Character Statements**

**Why have you received this letter?**

As a landowner within Woodlea or within 100 metres of the Woodlea area, The City has identified you as a stakeholder of the Woodlea Character Statements. Since the last referral in December 2016 the City has reviewed and considered landowner comments on the Character Statements. *A common theme throughout the comments received was the desire to ensure redevelopment fits within the context of existing development.* The City invites you to comment on front yard vehicle access (driveways) in Woodlea. Front yard access regulations will be added in the Woodlea Character Statements. In addition, since the last referral changes have been made in relation to side yard setbacks throughout the neighbourhood.

It is anticipated the Woodlea Character Statements will be presented to City Council in spring/summer 2017.

**What are Character Statements?**

All neighbourhoods contain the same basic elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When redevelopment of private property or public infrastructure occurs concerns over losing the "character" of a neighbourhood is often raised. Character Statements define the "character" of a specific geographic area by capturing the design elements that make one geographic area different from another.

Character Statements are not necessary for every neighbourhood in The City of Red Deer, they are useful for specific geographic areas that meet the following criteria:

- They contain a combination of elements that together make an area unique or special; or
- The character is designed to guide a redeveloping area in an intentional manner.

**Updates to the Proposed Woodlea Character Statements:**

Side yard setbacks

Throughout the entire Woodlea neighbourhood, side yard setback regulations will continue to remain as they exist today. In addition to the current setbacks, new development proposals must consider adjacent properties in their design. Regulations will be added regarding window and balcony placement



for privacy, excessive sunlight loss, and design elements related to building scale to be compatible with existing developments.

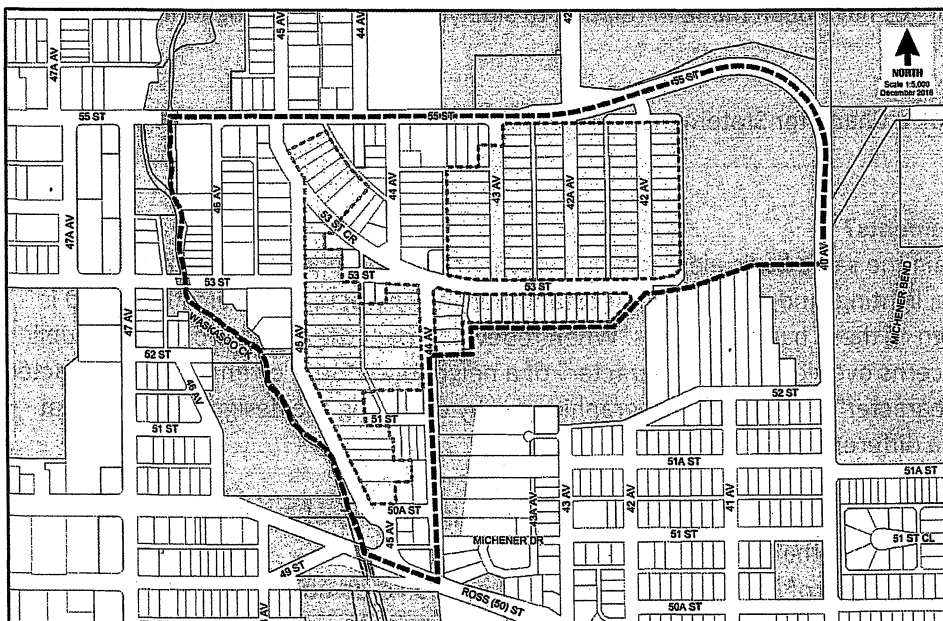
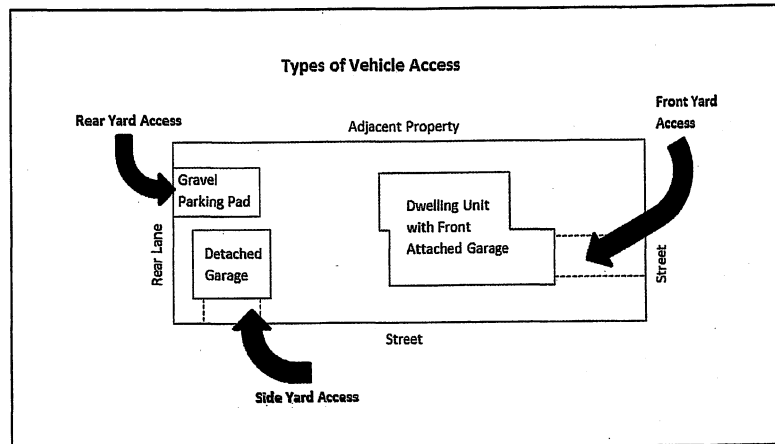
#### Front yard vehicle access

The defining existing character of no front yard vehicle access in the Chinese Market Garden and Nazarene Camp Character Areas (see map below) will be maintained.

However, The City is looking for further comments regarding front yard vehicle access in the remaining areas of Woodlea. Several options have been identified by The City. The options include:

1. No front vehicle access except in areas with no rear lane or side street.
2. Limit front access to those properties with no rear lane or side street, and areas where it is already exists for the majority of properties on a street, or where a uniqueness of a property determines it as the only viable option. In areas with a rear lane or side street a front attached garage would have to be less than 50% of the home's front façade.
3. Allow front access in all areas.

If you have a comment regarding one of these options please let us know. We will continue to review these options once the deadline to provide comments has passed.



#### WOODLEA PLAN AREA CHARACTER AREA MAP

- Plan Area Boundary
- Central Woodlea Character Area
- Chinese Market Garden Character Area
- Nazarene Camp Character Area



**How do I have to provide comments?**

The City would like you to explain your thoughts, positive or negative, of allowing or limiting front yard vehicle access in Woodlea. If you need further clarification prior to submitting comments, please call, or email the contacts below. It is optional to provide comments. Comments are due on **Wednesday, April 5, 2017**.

**What will happen if I submit comments?**

Any comments received related to these Character Statements will be reviewed by Planning staff. As well your comments will be forwarded to City Council when they consider the proposed statements. Comments related to planning will be included in administrations report to Council.

**What is the next step for the Character Statements?**

Following the period to provide comments the City Planning department will review and revise the Woodlea Character Statements. Updates to the Character Statements will be made available on the website at: [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea). Landowners will receive notification of the final draft via mail prior to the Character Statements being presented at City Council.

It is anticipated that Character Statements will be presented to City Council in spring/summer 2017. Thank you for your consideration in this matter. Please contact us if you have any questions.

Sincerely,

Christi Fidek  
Senior Planner  
Phone: 403-406-8701  
[Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)

Kim Fils-Aimé  
Planner  
Phone: 403-356-8896  
[Kimberly.Fils-Aime@reddeer.ca](mailto:Kimberly.Fils-Aime@reddeer.ca)





THE CITY OF

**Red Deer****PLANNING DEPARTMENT**

Date: March 15, 2017

Re: Front Yard Access in Woodlea

**Comments Due: April 5, 2017**

## Comment Return Options:

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off comments at the Planning Department counter on the 3rd floor of City Hall at 4914 – 48 Avenue; or
- Fax comments to the Planning Department at 403-342-8200; or
- Scan and email the comments to [christi.fidek@reddeer.ca](mailto:christi.fidek@reddeer.ca).

---

**Your comments are important.****Collection & Release of Your Information:**

The City is collecting your information as part of the referral process that is described in Section 2.19(5) of The City of Red Deer *Land Use Bylaw*.

The personal information on this form is collected under the authority of the *Municipal Government Act* Section 3 and is protected under the provisions of the *Freedom of Information & Protection of Privacy (FOIP) Act*. An individual choosing to complete and submit this comment sheet, pertaining to the Woodlea Character Statements, to a member of Council, to a member of a committee and/or to City of Red Deer administration must understand that comments, including your residential address, could be publicly disclosed. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of Planning at The City of Red Deer, 4914-48 Ave, Red Deer, AB 403-406-8700.

**Contact Information**

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Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





# Red Deer

## PLANNING DEPARTMENT

### ***Comments regarding front yard access in Woodlea***

**Thank you.**





Date: March 15, 2017

Re: Front Yard Access in Woodlea

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Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





***Comments regarding front yard access in Woodlea***

OPTION 1 No front  
vehicle access except in areas  
with no rear lane or side street.

Thank you.





Date: March 15, 2017

Re: Front Yard Access in Woodlea

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Name: Roy Arnett

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





Comments regarding front yard access in Woodlea

We absolutely need to allow front yard vehicle access

On my street there are already houses with front yard vehicle access. (5 I believe)

- It allows homeowners extra freedom to maximize their homes value, convenience, and look.

- Allowing front yard vehicle access will draw more ~~there~~ prospective buyers to the area and will make an infill build easier.

I support front yard vehicle access 100%

Poy

Thank you.





Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

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Name: Tyler and Jessica Brake

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_



***Comments regarding front yard access in Woodlea***

The Central Woodlea Character Area is a beautiful area of Woodlea that has many large, 250ft deep, building lots.

45th Avenue, a good portion of it, faces Cornation Park, to the West. This is a beautiful, tree lined, street and is very busy for many reasons. This Avenue has been constructed as a two lane Avenue, with concrete curb and gutters and both

sides, as well as a mature treed boulevard. There isn't enough space to increase the width of this street, and even if there was enough space it would not be a desired option as it would negatively impact the green feel and appearance of it.

The Avenue is a main access between 55th Street and 50th Street, and therefore sees heavy use daily. Many vehicles prefer this Avenue as it is a aesthetically pleasing road to drive on. Due to the side of the properties, the class of the neighborhood, and overall engineering and architectural design, many residential lots have front driveways and garages.

These same properties have rear detached garages, and still maintain individual property green space of much greater than 40%. Front driveways should not only be allowed in this area, but highly recommended. This would significantly increase

the safety of 45th Avenue, for existing families, as well as road users. Many near misses happen in this area due to

on street parking. And many actual incidents also have occurred in this area, several that I personally know of and have

been involved in. Our recommendation, from an Engineering design perspective, health and safety perspective,

aesthetic appeal perspective, and a neighborhood class and property value perspective, would be to allow front access.

This can be supplemented by adding requirements such as the need to maintain trees, along the boulevard, as they currently exist.

Thank you again for the opportunity to submit comments and be a part of the development and growth of our Woodlea Area.

Thank you.



**Christi Fidek**

---

**From:** Trish Campbell  
**Sent:** April 05, 2017 2:20 PM  
**To:** Christi Fidek  
**Subject:** Woodlea character statements front access

Hi Christi,

I would like to respond to the proposed options for front access that will be included in the Woodlea character statements. For the reasons presented previously in the letter from the Woodlea Board, I would prefer option 1, which only allows front access in areas with no rear lane or side street. To summarize a few of the key reasons, I would like to suggest that the lack of front access/garages is one of the things that makes Woodlea unique. South of 55th street on 45th Avenue, the majority of homes do not have front access. Preserving green space and minimizing curb cuts in the treed boulevard is essential to maintaining the distinctive character of the neighbourhood.

Furthermore, the need to reproduce building styles that characterize other neighbourhoods is not a reason to allow front access, but rather a reason to prohibit it. Those wanting the look and feel of newer neighbourhoods should consider building in the areas (which are readily available Red Deer) that match their aesthetic preferences.

Trish Campbell



**Christi Fidek**

---

**From:** Jeanne Davis  
**Sent:** April 04, 2017 10:23 PM  
**To:** Christi Fidek  
**Cc:** laura.turner@live.ca  
**Subject:** Comments on Front Yard Access in Woodlea

Hi Christi,

In response to your letter dated March 15, 2017, Front Yard Access in Woodlea:

We own a home in the Chinese garden market and we are VERY concerned about mass. We have sent you photos of a house in Parkvale that meet the sideyard requirements but are ABSOLUTELY MASSIVE beside the little homes in Parkvale. It is not the only one but certainly the worse one.

It would be nice to know exactly what you mean when you write "Regulations will be added regarding .... and design elements to building scale to be compatible with existing development". It doesn't make me feel great!

Here is a home at corner of 44 Ave and 59 Street in Waskasoo. It was redeveloped... not sure it is an infill but it DEFINITELY is what we hope to see in our Woodlea neighbourhood. It REALLY respect the character of its street in many many ways but particularly its mass.

-----  
Jeanne Davis

C:

E: \_\_\_\_\_

















Sent from my iPhone



**Christi Fidek**

---

**From:** Kimberly Fils-Aime  
**Sent:** March 24, 2017 8:11 AM  
**To:**  
**Cc:** Christi Fidek  
**Subject:** RE: Woodlea Character Statements

Hi Barb,

Thank you for your inquiry. Anyone who currently has front yard access would not be impacted by any changes. The Character Statements serve as a guideline for redevelopment. Therefore, only someone who is building new or considering an addition to their home, would need to meet the various parameters of the Character Statements.

Have a great weekend!

**Kim Fils-Aimé**  
Planner  
Planning Department  
403.356.8896



---

**From:**  
**Sent:** March 24, 2017 7:34 AM  
**To:** Kimberly Fils-Aime  
**Subject:** Fwd: Woodlea Character Statements

---

**Barbara Dolynchuk, B.Sc., R.D.**

----- Original Message -----

**Subject:** Woodlea Character Statements  
**Date:** 2017-03-24 07:31  
**From:**  
**To:** [Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)

Hello Christi,



I live at                      in Woodlea.

I am wondering about my situation with respect to revisions to the character statements in this area and a letter I just received. I have no side access for parking and a double tandem garage (detached) behind my house. That leaves only room for maybe one vehicle (if I had a visitor) to park behind my garage/house.

The street in front of my house often has many vehicles parked on it. I specifically made a double driveway in the front of my house to be accessible for clients and family and friends to park. If the no front access regulation were to go through, would people coming to my home not be able to park in that driveway?

Please advise.

--

**Barbara Dolynchuk, B.Sc., R.D.**



**Christi Fidek**

---

**From:** Sharon Hamilton  
**Sent:** April 05, 2017 2:50 PM  
**To:** Christi Fidek  
**Cc:** Trevor Keeper  
**Subject:** Woodlea Character Statements Front Access

Hello Christi,

I am emailing to respond (on behalf of my husband –Trevor Keeper - and me) to the proposed options for front access that will be included in the Woodlea character statements.

Our preference is option 1, which only allows front access in areas with no rear lane or side street. Our rationale for this is that the lack of front access/garages is a classically historical appearance which is big part of the Woodlea neighborhood's character and charm. Preserving as much green space as possible and minimizing curb cuts in the treed boulevard is critical in maintaining this distinctive character and sense of community within the neighbourhood.

We feel that those citizens wanting to build houses that have the same aesthetics of new neighbourhoods should build in newer neighborhoods. The charm and character that currently exists in Woodlea is what attracted us to move there. To lose this character would lessen the appeal of our community.

Thank you.

Sharon Hamilton





Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

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Name: LAUREN & LEON HARDER

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





*Comments regarding front yard access in Woodlea*

WE AGREE WITH OPTION TWO.

Thank you.





**Date: March 15, 2017**

Dennis Peter Moffat & Barbara B Moffat

**To: Landowners located within the Woodlea neighbourhood and within 100m of the Woodlea neighbourhood**

**Re: Revisions to the Woodlea Character Statements**

**Why have you received this letter?**

As a landowner within Woodlea or within 100 metres of the Woodlea area, The City has identified you as a stakeholder of the Woodlea Character Statements. Since the last referral in December 2016 the City has reviewed and considered landowner comments on the Character Statements. *A common theme throughout the comments received was the desire to ensure redevelopment fits within the context of existing development.* The City invites you to comment on front yard vehicle access (driveways) in Woodlea. Front yard access regulations will be added in the Woodlea Character Statements. In addition, since the last referral changes have been made in relation to side yard setbacks throughout the neighbourhood.

*This area promotes front driveways. They help clear the streets.*

It is anticipated the Woodlea Character Statements will be presented to City Council in spring/summer 2017.

**What are Character Statements?**

All neighbourhoods contain the same basic elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When redevelopment of private property or public infrastructure occurs concerns over losing the "character" of a neighbourhood is often raised. Character Statements define the "character" of a specific geographic area by capturing the design elements that make one geographic area different from another.

*agree. Woodlea has a character that is both utilitarian and eye pleasing.*

Character Statements are not necessary for every neighbourhood in The City of Red Deer, they are useful for specific geographic areas that meet the following criteria:

- They contain a combination of elements that together make an area unique or special; or
- The character is designed to guide a redeveloping area in an intentional manner.

*agree.*

**Updates to the Proposed Woodlea Character Statements:**

Side yard setbacks

Throughout the entire Woodlea neighbourhood, side yard setback regulations will continue to remain as they exist today. In addition to the current setbacks, new development proposals must consider



adjacent properties in their design. Regulations will be added regarding window and balcony placement for privacy, excessive sunlight loss, and design elements related to building scale to be compatible with existing developments. *Good*

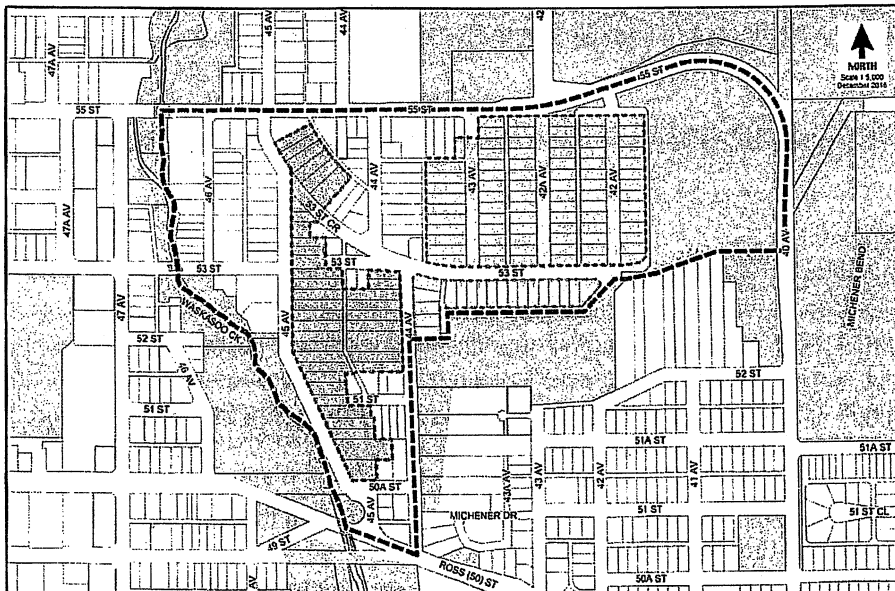
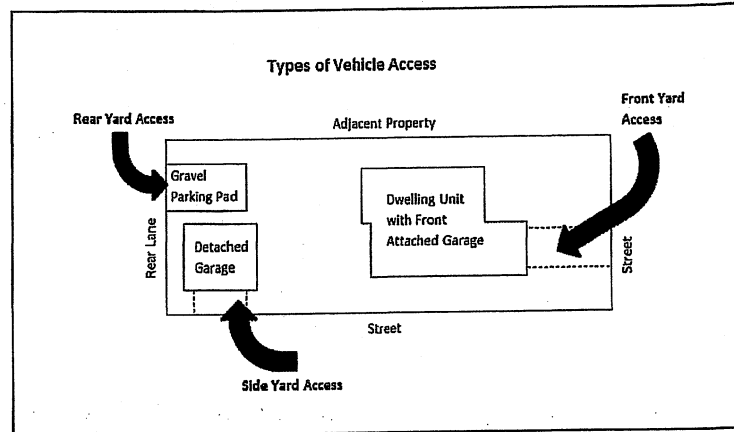
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1. No front vehicle access except in areas with no rear lane or side street.
2. Limit front access to those properties with no rear lane or side street, and areas where it is already exists for the majority of properties on a street, or where a uniqueness of a property determines it as the only viable option. In areas with a rear lane or side street a front attached garage would have to be less than 50% of the home's front façade.
3. Allow front access in all areas. *Agree*

If you have a comment regarding one of these options please let us know. We will continue to review these options once the deadline to provide comments has passed.





**How do I have to provide comments?**

The City would like you to explain your thoughts, positive or negative, of allowing or limiting front yard vehicle access in Woodlea. If you need further clarification prior to submitting comments, please call, or email the contacts below. It is optional to provide comments. Comments are due on **Wednesday, April 5, 2017**.

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**What is the next step for the Character Statements?**

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It is anticipated that Character Statements will be presented to City Council in spring/summer 2017. Thank you for your consideration in this matter. Please contact us if you have any questions.

Sincerely,

Christi Fidek  
Senior Planner  
Phone: 403-406-8701  
[Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)

Kim Fils-Aimé  
Planner  
Phone: 403-356-8896  
[Kimberly.Fils-Aime@reddeer.ca](mailto:Kimberly.Fils-Aime@reddeer.ca)





Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

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***Contact Information***

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Name: DENNIS MOFFAT

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





THE CITY OF

**Red Deer**

PLANNING DEPARTMENT

**Comments regarding front yard access in Woodlea**

Front yard access removes unwanted parking traffic from Woodlea streets - Since 44 Ave / 53 St. N and E are heavily used. More front yard access would be a boon.

The "character" of a neighbourhood develops over the years. Attempts to alter this character usually develops a downgrade.

The prime concern of future planning should be to insure that neighbours don't infringe on each others space, privacy or comfort. Good fences make good neighbours.

Thank you.



**Christi Fidek**

**From:** Jim Moreau  
**Sent:** March 21, 2017 5:39 PM  
**To:** Christi Fidek  
**Subject:** Woodlea Character Statements



Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

**Comment Return Options:**

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off comments at the Planning Department counter on the 3rd floor of City Hall at 4914 - 48 Avenue; or
- Fax comments to the Planning Department at 403-342-6200; or
- Scan and email the comments to christi.fidek@reddeer.ca.

Your comments are important.

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Name: JIM MOREAU

Mailing Address: \_\_\_\_\_ Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Dear Christi:

Please find the first page of your consultation letter for Woodlea character statements. Please see my comments below as per the "Comments" section.



1. To preserve the character of Woodlea, option 1 seems to be in the best interests of the neighbourhood. "No front access in areas with new rear lane or side street".

While this may not be the forum for my second comment, I would like to raise concerns about the lot just across from Park Green, facing east. While it is apparently owned by Waste-Co, it is a weed patch in summer and vacant all year. A sign advertising this company has been on their west facing fence for several years.

I do not think this is in keeping with the character of Woodlea. Are there bylaws that speak to this?

Thank you for the opportunity to comment.

Jim Moreau





Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

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Name: Greg + Joyce Neiman

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





**Comments regarding front yard access in Woodlea**

We do not wish to see home tear downs to be replaced by homes that do not fit the character of our neighbourhood. We realize ~~that~~ <sup>that</sup> not all homes built in the 1940's + 1950's will all stand forever, but we do not think that "neighbourhood renewal" must destroy or significantly alter the modest middle-class character of where we live.

Front-parking home designs should not be allowed in streets where there are back alleys. Like wise, massive rebuilds on once-treed lots with huge oversized garages should not be allowed. The open, natural feel of Woodlea, with real lawns, real gardens + real trees, should be preserved. Other neighbourhoods may prefer total-lot builds with minimal green space, but Woodlea should be allowed to retain its current feel.

~~Thank you~~ People are attracted to <sup>our</sup> ~~a~~ freed streets with green space, + then tear out their trees + cover up the green space!

Front Yard vehicle access <sup>Thank you.</sup> also increases risk for children in our neighbourhood using sidewalks to walk, run or bicycle.





Date: March 15, 2017

Re: Front Yard Access in Woodlea

**Comments Due: April 5, 2017**

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Name: GARY OOSTERNOFF

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





**Comments regarding front yard access in Woodlea**

I AGREE WITH OPTION #2; THE GARAGE SHOULD NOT EXCEED 50% OF THE FRONT FACADE. GARAGES ARE CERTAINLY NOT THE FOCAL POINT OF A HOME'S CURB APPEAL, SO LET'S SEE THE HOUSE FOR A CHANGE.

- WHERE FRONT ACCESS IS PERMITTED HOW ABOUT THE GARAGE BE SET BACK FROM THE HOUSE INSTEAD OF PROTRUDING OUTWARD. THIS WAY YOU WILL SEE MORE HOUSE, LESS GARAGE & THE HOUSE <sup>BECOMES</sup> THE FOCAL POINT.

THIS SHOULD BE ENCOURAGED ESPECIALLY ON THE DEEPER LOTS. THIS WILL IMPROVE CURB APPEAL & ARCHITECTURAL INTEREST.

I AGREE ALSO WITH OPTION #1 -

ENCOURAGE REAR OR SIDE ACCESS WHERE THESE OPTIONS ARE AVAILABLE.

GARAGES ARE IMPORTANT IN OUR "CAR CULTURE" BUT THEY'VE TAKEN OVER THE LANDSCAPE IN OUR RESIDENTIAL NEIGHBORHOODS & WE NEED TO GET CREATIVE & INNOVATIVE AGAIN. THIS IS WHY WIDE SHALLOW MAKES SENSE

Thank you.






Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

Comment Return Options:

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Name: SHIRLEY PRO

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: N/A





**Comments regarding front yard access in Woodlea**

*Prefer option 1 but I don't have enough information to know if option 2 would be more viable and option 1 too restrictive. Option 3 not an option in my view.*

April 3, 2017 Christi Fidek called landowner to see if she could clarify the available options. After clarifying options, the landowner prefers Option #2 - limit front access to those properties with no rear lane or side street, and areas where it already existing for the majority of properties on a street, or where a uniqueness of a property determines it as the only viable option. In areas with a rear lane or side street a front attached garage would have to be less than 50% of the home's front facade.

Thank you.





Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

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Name: John Schaffer

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





**Comments regarding front yard access in Woodlea**

I am pleased there will be no front yard vehicle access in the Chinese Market Garden area, which I am part of.

If there is a ~~home~~ older character home in an area, it should not be aloud to be torn down. This is what makes are area ~~attractive~~, attractive.

~~No front vehicle access.~~  
There should be no front vehicle access in areas that have a rear lane or side street.

Building height should also be cept to a minimum. Total height no more than 23'.

Thank you.





## PLANNING DEPARTMENT

Date: March 15, 2017

Re: Front Yard Access in Woodlea

Comments Due: April 5, 2017

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Name: Beth Shaw

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_





**Comments regarding front yard access in Woodlea**

FRONT YARD VEHICLE ACCESS :

#1 - No Front Vehicle Access Except In Areas  
With No Rear Lane or Side Street.

I feel this is the best option for Woodlea.  
We have such a unique area and would not  
want to give new owners or newly "renovated"  
home owners the opportunity to build a garage  
in the front or side of their property.

Beth Shaw

Thank you.



**Christi Fidek**

---

**From:** Peter Slade <  
**Sent:** April 05, 2017 4:42 PM  
**To:** Christi Fidek  
**Subject:** Woodlea Character Statements

Dear Christi:

Thank you for your letter of March 15, and for the opportunity to make further comments on the Woodlea Character Statements.

In terms of the specific input requested re: front vehicle access--and by extension, front garages--I would like to say that my position and that of my wife, Peggy Johnson, continues to be consistent with that expressed by the Woodlea Community Association Board in a recent submission to the Planning Department.

In terms of the options presented in your letter, we would choose number 1, "No front vehicle access except in areas with no rear lane or side street." Again, I would stress that I interpret this, both in terms of our previous discussions of the issue and in terms of the diagram provided on page 2 of your letter, to mean no front vehicle access leading to an attached front garage. (We ourselves have no rear access; instead we have a narrow, one-lane front drive leading to a rear garage.)

Most properties in Woodlea do have rear lanes, and clearly the purpose of those lanes is to provide rear access to the property. Historically, where people have constructed garages, for the most part it has been at the rear of their properties. Consequently, most properties in Woodlea do not have front-access garages, and this is one of the features of our neighbourhood streetscape that gives it a distinctive character, with lawns and mature landscaping occupying space that might otherwise be given to asphalt or concrete. Although some may argue that front attached garages have become a standard feature in newer Red Deer neighbourhoods and so should be permitted here, we would argue that this is not a reason for emulating those neighbourhoods, but rather, for maintaining the unique look of our own. Front attached garages, even if they are less than 50% of the facade, tend to be a dominating architectural element, and consequently they have the potential to change the streetscape quite considerably.

To speak for a moment more specifically about 45th Ave. south of 55th St., this is one of the most historic streets in the city, and (despite some recent new-builds), most of the properties do not have front drives combined with front attached garages. The spacious lawns and mature landscaping on these lots--features which contribute to the distinctive streetscape--would be compromised if front access and front attached drives were permitted.

Thank you for the opportunity to make these comments, and we look forward to further discussions between the Planning Department and the Woodlea community.

Sincerely,

Peter

Peter Slade,



**Christi Fidek**

---

**From:** James Stork  
**Sent:** April 02, 2017 5:12 PM  
**To:** Christi Fidek  
**Subject:** Front Yard Access in Woodlea

Good Day Christi,

Please forgive me for not scanning and attaching the form you sent. I ended up rewriting it.  
Please accept my comments below.

Regarding front yard access in Woodlea:

I am of the belief that everyone should have front access in all areas.

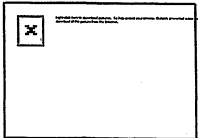
It may also keep cars off the street and potentially safer from criminal activity (vandalism, break-ins, etc).

Thank you,

Phone:

E-mail:

James Stork





**Christi Fidek**

---

**From:** Laura Turner  
**Sent:** April 05, 2017 7:32 PM  
**To:** Christi Fidek  
**Subject:** Woodlea Character Statements - proposed revisions

Christi,

I hope I'm not too late with a few comments that I have regarding the Woodlea Character Statements.

1. To quote correspondence from the Planning Department: Character Statements are for neighbourhoods that "contain a combination of elements that together make an area unique or special" and "the character is designed to guide a redeveloping area in an intentional manner." The very fact that such Character Statements are being developed for Woodlea reflects a desire to put in place guidelines for redevelopment above and beyond those contained in the Land Use Bylaw with the intent to recognize, preserve and enhance the uniqueness of the neighbourhood.
2. In the March 15, 2017 letter to landowners, proposed updates include maintaining the existing regulations for side-yard setbacks. If I understand that correctly, this means that "the existing large side-yard setback standards" that have been identified through the process of drafting the Character Statements as being an element that contributes to the uniqueness of Woodlea, will be abandoned in favour of the regulations that exist for all neighbourhoods that do not have a neighbourhood-specific planning tool (ie - the CoRD Land Use Bylaw regulation of 1.5 metres?). This seems to me to be very contrary to the process and intent of Character Statements.
3. The same letter describes options for front vehicle access (for the entire neighbourhood, excepting the Chinese Market Garden and Nazarene Camp Character areas). The CoRD's "General Redevelopment Standards – Applicable to all Redevelopment Applications – Standard 3.22 – Minimize the use of front driveways where adequate vehicle access is available from the lane" seems to indicate a desire to maximize walkability, green space and streetscape character. These are the very things that have been identified as being desirable character elements of Woodlea, the very elements we wish to preserve and/or enhance. It is confusing that contradictory options would even be considered.
4. There are many alternatives for folks who want to build and/or redevelop. Older, mature neighbourhoods are like older, mature trees - once they are gone, they cannot be rebuilt or replaced. Building infill housing in a mature neighbourhood is a privilege that comes with responsibilities.

There are very obvious reasons why some choose to build/redevelop in Woodlea (or similar mature neighbourhoods) – they want to live in a neighbourhood that has character – so let's ensure that they preserve and/or enhance that character. Isn't that the intent of creating Character Statements as a planning tool/guideline?

Christi, I understand (and empathize) that these situations often involve varying viewpoints and the need to attempt to satisfy as many as possible- and how difficult that can be. I very much appreciate the ongoing consultation. Many thanks to you and your team!!!!



## June 2017 Character Statements Update to Landowners



**PLANNING DEPARTMENT****June 13, 2017****«Prime\_Owner\_Name»****«Owner\_Address\_1»****«Owner\_Address\_2»****To: Landowners located within the Woodlea neighbourhood and within 100m of the Woodlea neighbourhood****RE: City Council consideration of the Woodlea Character Statements**

---

**Why have you received this letter?**

As a landowner within Woodlea or within 100 metres of the Woodlea area, The City has identified you as a stakeholder of the Woodlea Character Statements. Since the last referral in March 2017 the City has reviewed and considered landowner comments on the Character Statements.

**What are Character Statements?**

All neighbourhoods contain the same basic elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When redevelopment of private property or public infrastructure occurs concerns over losing the “character” of a neighbourhood is often raised. Character Statements define the “character” of a specific geographic area by capturing the design elements that make one geographic area different from another.

Character Statements are not necessary for every neighbourhood in The City of Red Deer, they are useful for specific geographic areas that meet the following criteria:

- They contain a combination of elements that together make an area unique or special; or
- The character is designed to guide a redeveloping area in an intentional manner.

**What is the next step for the Character Statements?**

Updates to the Character Statements will be made available on the website at:

[www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea). In recognition of summer schedules the final document will be posted on the website the week of June 26, 2017 and anticipated to go to City Council for consideration of First Reading on August 21, 2017. This date is subject to change. City Council meeting agendas are posted at <http://meeting.reddeer.ca/meetresults.aspx> on the Friday before each Council meeting; if you are interested in attending or watching online please check the agenda to confirm it will be considered that day. Please note that at First Reading the public will not be granted the opportunity to speak for or against the document.

If Council gives First Reading, Council must hold a Public Hearing prior to considering Second and Third Reading (adoption) of the Character Statements. At the Public Hearing the public will have the opportunity to voice their opinions on the proposed document. Public Hearings are advertised in the



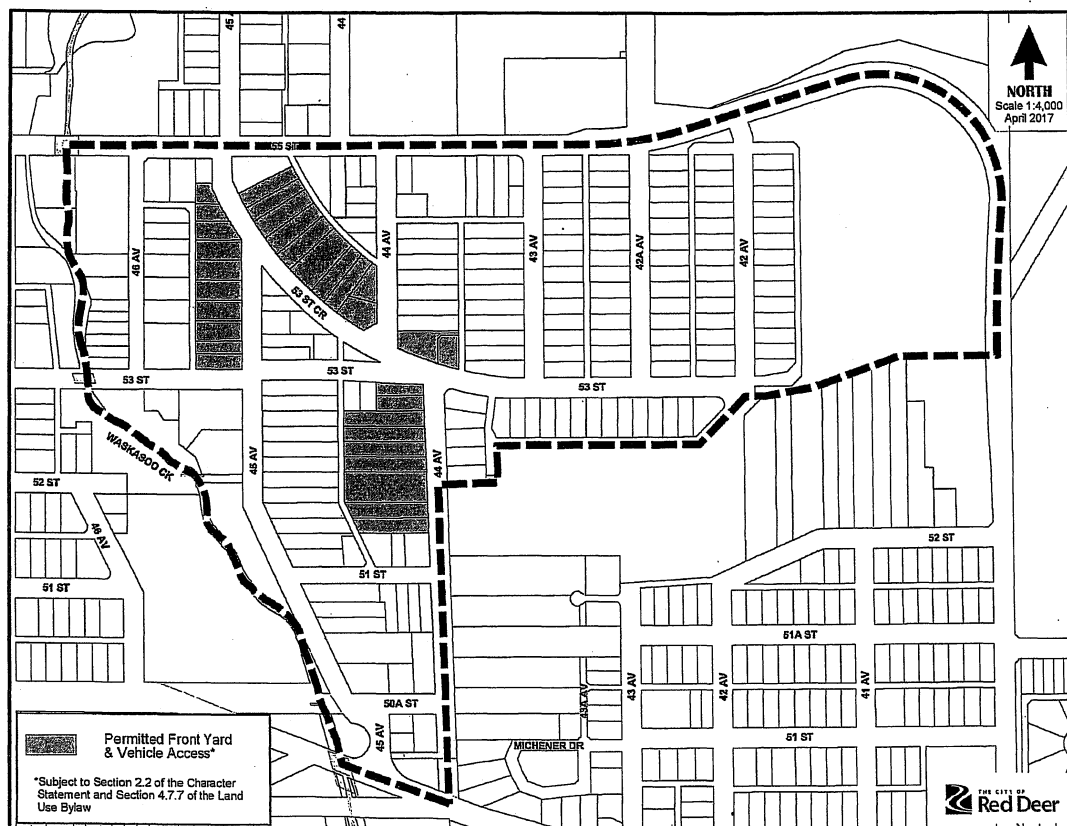
Friday edition of the Red Deer Advocate and all landowners within 100-metres of the neighbourhood will also receive written notification of the Public Hearing.

If you plan on attending a City Council meeting they are held in Council Chambers on the second floor of City Hall. They alternatively can be watched online at <http://meeting.reddeer.ca/meetresults.aspx>.

### Key Updates to the Proposed Woodlea Character Statements:

#### Front driveways

Throughout the neighbourhood front driveways will continue to be considered in areas where it is a dominant feature of the streetscape. Areas where front driveways are a dominant feature of the street are shown in the map below:



Consideration of front driveways in other areas may also be granted for a unique circumstance on a property. In addition, specific design regulations for front attached garages, in all areas of Woodlea, will be implemented.

If you need further clarification please contact me at 403.406.8701 or [christi.fidek@reddeer.ca](mailto:christi.fidek@reddeer.ca)

Sincerely,

*Christi Fidek*

Christi Fidek

Senior Planner

(Please note that my hours of work are: Monday-Wednesday, 8:00am – 2:45pm)



**July 2017 Letter Submitted by the Woodlea Community  
Association and City's Response**





July 14, 2017

Christi Fidek  
Senior Planner  
The City of Red Deer  
Box 5008  
Red Deer, AB T4N 3T4

Dear Christi:

**RE: Resuming the Planning Process**

The Woodlea Community Association would like to continue our discussion with the Planning Department about which tools, such as an area redevelopment plan, would enable us to deal with the redevelopment questions that continue to arise within our neighbourhood.

We have been surprised to learn—particularly in relation to the carriage home application—that in the view of the Planning Department, the Character Statements are not meant to address issues of density in our neighbourhood or to provide any guidance on such things as adding carriage homes (which are prohibited under our R1 zoning) or subdividing lots. As you stated at the Public Hearing on June 26, 2017, in the view of the Planning Department, Character Statements deal solely with street view.

That was certainly not our impression as we worked with Planning to develop these statements over the past year or so. Some of the issues that gave rise to the establishment of the Woodlea Community Association were a proposed subdivision of a lot in our neighbourhood and a series of requests for relaxations with respect to oversized garages. Our initial consultation with members, which you facilitated, also identified density as a significant concern. We did discuss with the Planning Department the various tools available for addressing our issues, and in our understanding of those discussions, we were directed toward Character Statements as an appropriate tool. As we have worked on the Statements, that view has been reinforced by the numerous references in the document to large lot sizes, large home setbacks, and low density. We were also assured that these Statements represented a higher development standard than is currently in the R1 zoning, and our understanding was that the R1 zoning was, in essence, being reinforced by the Character Statements.

The Woodlea Community Association Board expressed these concerns about our seemingly different understandings of the Character Statements when we met with you on May 2nd although, unfortunately, those concerns were not reflected in your notes of that meeting (and regrettably we did not catch that omission earlier when you asked us to review the notes). In that meeting and in the subsequent Public Hearing, we also indicated that a main reason for our objecting to the proposed carriage home in Woodlea had to do with the doubling of density on that lot (so that if approved, there would be two separate residential buildings on a lot currently zone R1), and also with the potential loss of privacy not only for immediate neighbours, but also for neighbours across the alley and even for neighbours several lots away. We stressed the need to make decisions such as allowing a site exception of a particular lot within the context of a broader plan, arrived at based on sound research and evidence, rather than a generalized impetus toward densification.



To ensure that we have been fairly representing what we have heard through previous public consultation with residents, we also elicited feedback from community residents through a neighbourhood mailout prior to the Public Hearing. The responses were almost unanimously against this type of redevelopment without further consultation.

It was made clear at the June 26<sup>th</sup> hearing that if the Character Statements do not provide guidance on such things as subdivision, carriage homes, and various applications for bylaw relaxations, then they will not address some of the fundamental concerns raised by our community over the past several years, or provide good guidance for MPC or Council when faced with requests such as the recent carriage home application.

Please email me at [pcamp@telusplanet.net](mailto:pcamp@telusplanet.net) to arrange a meeting where we can discuss these issues and continue to move forward with the planning process.

Yours sincerely,



Trish Campbell, President  
The Woodlea Community Association

Cc: Emily Damberger  
Red Deer City Council



**Christi Fidek**

---

**From:** Emily Damberger  
**Sent:** July 20, 2017 2:24 PM  
**To:**  
**Cc:** Christi Fidek; Frieda McDougall  
**Subject:** RE: Continuing the Planning Process

Hi Trish,

Thank you for your letter on behalf of the Woodlea Community Association. Sorry for the delay in response, I wanted to make sure I was communicating our response in line with Council communication policies as the letter was also cced to Council.

The Woodlea Character Statements draft document is available for review by residents of Woodlea at the following link <http://www.reddeer.ca/business/planning/working-projects/woodlea-character-statements/>.

We anticipate sending invitations to all residents of Woodlea to attend a community meeting regarding the Character statements in the Fall, prior to the Character Statements coming before City Council for consideration. The meeting will be an opportunity for the Woodlea Community as a whole to share final feedback on the Character Statements.

We look forward to seeing you and other Community Association members at the future Woodlea community meeting.

Thank you,

Emily

Emily Damberger  
Planning Manager  
City of Red Deer  
403-406-8708  
[emily.damberger@reddeer.ca](mailto:emily.damberger@reddeer.ca)

-----Original Message-----

**From:**  
**Sent:** July 14, 2017 11:37 AM  
**To:** Christi Fidek  
**Cc:** Emily Damberger; City Council  
**Subject:** Continuing the Planning Process

Hi Christi,

Please see the attached letter from the Woodlea Community Association.

Trish Campbell  
President  
Woodlea Community Association



## October 2017 Open House Invitation and Landowner Comments

In October 2017 the City held an open house for landowners and residents to look at what was being proposed and how it would affect future redevelopment. The open house was well attended with between 40 and 50 people visiting. The intent of the open house was to identify if any changes were required prior to taking the bylaw to Council for consideration. Overall the Woodlea Character Statements proved to be a balance between those not wanting increased development and those that did.

### Summary of Key Comments

<b>October 2017: Open House on Draft 3 (Highlights included limited front yard vehicle access and design parameters on front attached garages)</b>	
<b>Comments</b>	<b>Administration's Response</b>
Mix of housing styles	A mix of housing styles can be proposed.
Need to address density; No duplexes should be allowed; Basement suites should be very limited	The Character Statements do not specifically address density. Subdivision with respect to density must be compatible in the width, depth, and area with existing development in the area.  Secondary Suites in all residential neighbourhoods are allowed up to 15% of the total number of Detached Dwelling Units in the respective neighbourhood.
Retain park-like setting: lots of green	No changes are proposed to the parks in or along Woodlea as part of the Character Statements. In addition, the large front yards and treed boulevards are not proposed to change.
No front access; Allow front access	Front yard access will continue to be allowed in some areas where it is currently part of the character of a street.
No need for Character Statements; Change needs to happen over time on its own; New landowners should have a say in how their property is developed; Character Statements do not do enough to	Character Statements are meant to build on existing regulations and encourage creativity in redevelopment. Recognizing that neighbourhoods evolve overtime the Character Statements identify the unique design elements that currently exist while



<b>October 2017: Open House on Draft 3 (Highlights included limited front yard vehicle access and design parameters on front attached garages)</b>	
restrict development; Additional policy is required	allowing other elements to change as homeowner demands change.
Redevelopment should be considerate of neighbouring properties (scale, privacy, sunlight); New development should be consistent with what already exists	Specific design regulations have been created to address scale, mass, and height for redevelopment. In addition design standards have been created for front attached garages, where allowed. Privacy has been addressed through requirements for balcony and window placement in redevelopment. A sunlight loss standard is also included in the Character Statements.
Generous setbacks	Setback requirements are to be compatible with the existing setbacks on the block. Side yard setbacks must also consider privacy and sunlight loss impacts to adjacent properties.





## PLANNING DEPARTMENT

October 3, 2017

«Prime\_Owner\_Name»

«Owner\_Address\_1»

«Owner\_Address\_2», «

**To: Landowners located within the Woodlea neighbourhood and landowners within 100 m of the Woodlea neighbourhood**

**Re: Woodlea Character Statements Open House**

**Why have you received this letter?**

As a landowner within Woodlea or within 100 metres of the Woodlea area, The City of Red Deer is pleased to extend an invitation for you to attend an open house regarding the proposed Woodlea Character Statements.

The open house details are below:

Date: Wednesday, October 25, 2017  
Time: Drop in between 1:00pm – 8:00pm  
Location: Pidherney Centre  
4725 43 Street, Red Deer, AB

The neighbourhood appears to be divided regarding redevelopment in the area. The intent of the open house is to provide opportunity for all voices in the neighbourhood to be heard and consulted on development matters and clarify what Character Statements entail. Several City staff will be present at the open house to provide one on one conversations.

For those unable to attend the information provided at the open house will be posted on the project website ([www.reddeer.ca/Woodlea](http://www.reddeer.ca/Woodlea)) on Thursday, October 26, 2017. Neighbourhood residents and those impacted will be able to submit their comments online.

**What are Character Statements?**

Character Statements help guide future redevelopment design in an area. All neighbourhoods contain the same basic design elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When redevelopment of private property occurs concerns over losing the “character” of a neighbourhood is often raised. Character Statements define the “character” of a specific geographic area by capturing the design elements that make one geographic area different from another.



Character Statements are not necessary for every neighbourhood in The City of Red Deer, they are useful for specific geographic areas that meet the following criteria:

- They contain a combination of elements that together make an area unique or special; or
- The character is designed to guide a redeveloping area in an intentional manner.

**What is the next step for the Character Statements?**

Updates to the Character Statements following consideration of feedback collected from the neighbourhood consultation will be made available on the website at: [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea). The Character Statements are anticipated to be considered by City Council later this year. Public comments combined with City Administration recommendations will be considered by Council.

Council meetings are held every second Monday and meeting agendas are posted at <http://meeting.reddeer.ca/meetresults.aspx> on the Friday before each meeting. If you plan on attending a Council meeting they are held in Council Chambers on the second floor of City Hall. They alternatively can be watched online at <http://meeting.reddeer.ca/meetresults.aspx>.

In order to be passed (to become a City bylaw) Council must grant three readings of the document. Please note that at First Reading the public will not be granted the opportunity to speak for or against the document. If Council gives First Reading, Council must hold a Public Hearing prior to considering Second and Third Reading (adoption) of the Character Statements. At the Public Hearing the public will have the opportunity to voice their opinions on the proposed document. Public Hearings are advertised in the Friday edition of the Red Deer Advocate and all landowners in the neighbourhood and within 100-metres of the neighbourhood will also receive written notification of the Public Hearing.

Thank you for your consideration in this matter. Please contact myself if you have any questions.

Sincerely,



Christi Fidek

Phone: 403-406-8701

[Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)

Please note that my hours of work are Monday – Wednesday, 8:00am – 2:45pm





## Comment Sheet

**We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.**

**Please submit comments by November 7, 2017.**

*Collection & Release of Your Information: The City is collecting your information as part of the referral process that is described in Section 2.19(5) of The City of Red Deer Land Use Bylaw. The personal information on this form is collected under the authority of the Municipal Government Act Section 3 and is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of Planning at The City of Red Deer, 4914-48 Ave, Red Deer, AB 403-406-8700.*

### Contact Information

Your contact information allows administration to respond as needed.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

Please come and drive by my house and see why  
Design Standards are essential. One household should  
not be able to build their dream home at the expense  
of their neighbour's enjoyment of their home and  
yard/garden.





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: DIANNE BRIELS

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone # \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

So let me get this straight - you can't or won't do something about decrepit or well hidden properties that are a blight on the neighbourhood but you will refuse to allow a carriage house on a property. You allow them in New Area's. This house and proposed carriage house are a distinct improvement on what it replaced. The carriage house is in the back which seems to be your big hang up, has received overwhelming approval from the other neighbours up the street. What's gives? You'd rather have decrepit properties rather than an improvement?





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: JOHN CAMERON

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

Please ensure there are no front driveways.  
Designate street parking, and ensure already have  
a back alley access!

Is there any chance of installing underground power?

A lot of folks speed up 42A to hit the  
green on 155th St. How about closing 42A  
to allow the "morning" school bus route?





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: Trish Campbell

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

- the character statements represent an excellent initial step
- I would recommend that the City continue the planning process working toward an Area Redevelopment plan similar to Parkvale & Waskasoo - in particular, to address questions of density mentioned but not detailed in the Character Statements.





November 7, 2017

Ms. Christi Fidek, Senior Planner,  
City of Red Deer Planning Department,  
Box 5008,  
Red Deer AB, T4N 3T4

Dear Ms. Fidek:

**Re: Woodlea Character Statements**

On behalf of our association, the Woodlea Community Association Board would like to offer some comments on the proposed Woodlea Character Statements prior to those being presented to Council for approval.

As you know, concerns about redevelopment in Woodlea were one significant reason for people in our neighbourhood coming together to form an association three years ago, and from our inception we were eager to work with the Planning Department to develop guidelines that would ensure rational and orderly redevelopment and preserve or enhance the essential qualities of Woodlea that residents value so much. Of the various tools available, the Planning Department recommended that Character Statements would provide an effective way of addressing the kinds of challenges we were facing, and so our Board and members have worked with Planning over the past two years to develop the current version of the Character Statements.

There have been numerous drafts and opportunities for input, and so the current document represents a compromise among a variety of perspectives, reflecting input from our Board, our members, other residents of the neighbourhood, others from whom the Planning Department has sought input, and the Planning Department itself. On balance we believe that the Character Statements in their current form constitute a potentially useful set of guidelines, and we support their adoption by Council.

However, events in the summer of this year relating to an application for a Carriage Home in Woodlea have underscored for us some limitations of the Character Statements. In our view, the proposal to add a second, two-story residential building on a single R1 lot represents a very significant departure from the existing character of our neighbourhood, as we expressed in a written submission to the City and at the Public Forum on the application. However, in supporting the Carriage Home application, the Planning Department took the position that the Character Statements would provide no guidance whatsoever on such a proposal—and that in fact they relate only to “street view.”

We disagree with this interpretation of the Statements; however, if in fact Planning takes that view, then we believe that there is a need for additional guiding policies relating to redevelopment in Woodlea that take into account much more than streetscape. This is particularly true given that the Municipal Development Plan states as a goal the intensification of established residential neighbourhoods, and given that this goal was cited by the Planning Department in supporting the Carriage Home application. We detailed our concerns in a letter to the Planning Department, copied to members of City Council, on July 14, 2017, and we attach that letter to this submission for further clarification.



In brief, our concern is that in the absence of clear guidelines, redevelopment may be piecemeal and incoherent; that requests for site exceptions may be the occasion for strenuous disagreements among neighbours, with no clear direction to City Council on how to resolve such situations; and that ultimately the unique character of our neighbourhood may be eroded and even destroyed.

At this point it is not evident to us what the appropriate tool is to achieve the desired objective—an Area Redevelopment Plan, or an established neighbourhoods overlay setting out guidelines for intensification, or some other tool—but we respectfully request that the City address this issue and develop comprehensive policy in consultation with the Association and all residents of Woodlea.

Yours sincerely,

Woodlea Community Association Board





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: KEN DUHAMEL  
Mailing Address: 4914-48 Ave Postal Code: T1C 1A1  
Phone #: 403-406-8700 E-mail Address: ken.duhamel@cityofreddeer.ca

### General Comments

PLEASE SEE ATTACHED.

THANKS

KEN DUHAMEL

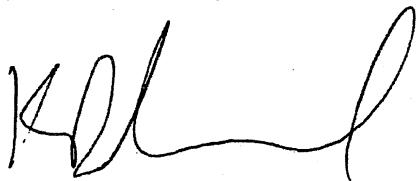


First off, thank you to the city and the planning department for opening up the floor to discuss this issue. I hope that a large number of residents and land owners have taken the time to voice their opinion. I hope there has been proper representation of all the different opinions, as it seems not all people care that much or feel the need to take part, and maybe the old door to door canvassing is the best way to get some answers.

I have two different views when it comes to character statements. When character statements are in reference to the public areas such as the street scape, sidewalks, treed boulevard, parks and roads, I do support character statements. But when it comes to what an individual can or cannot build on their private property, I cannot support this. What brings character to a neighborhood is diversity. Multiple architectural and design elements are essential to a neighborhood and its character. By placing more guidelines on top of the current bylaws, we are simply creating more neighborhoods that lack character, which already exist in the city. The city should be promoting infill and redevelopment. By allowing creativity, the city will create far more character in these wonderful mature inner city neighborhoods, and more people wanting to invest in the inner city. I think the current bylaws are enough, and giving development authority to a community and its members personal opinions, is not the answer. I'm quite certain the planning department members, who have studied urbanism are aware of the issues and also know the proper methods and have a "big picture" view of what's best for these neighborhoods going forward.

Thank you

KEN DUKAMEL

A stylized handwritten signature in black ink, appearing to be 'Ken Dukamel'.





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: Carly Enright

Mailing Address: \_\_\_\_\_ Postal Code: T1N 2S1

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

I am pleased that the city took the time to have a character statement meeting on Oct. 25. I sincerely hope that the turn out correctly represents the community and not solely the few opinionated who have previously been the loud voice of Woodlea. Seeing the comments on the "What Have We Missed" board, I fear people have the wrong idea about character statements and their role in choosing them. A comment was made that the infill on 43 Ave was 'ugly'. Not only is this a classless comment, it reflects the belief of some that character statements are in place to appease people's





personal styles and tastes. Being currently involved in an infill, we have invested a lot of money into Woodlea. We have taken an old, run down house, and turned the lot into a desirable location that has created a lot of interest in the house specifically, and downtown infills. We have chosen to do this beside a derelict house, which has been condemned. I believe we have added value to the neighborhood, regardless of other's ~~open~~ opinions on how the house looks. Our style is way different than what others would & will hopefully be putting up in the neighborhood. And that is a good thing! If we wanted to live in a bland neighborhood, void of character & unique features, we would likely have chosen a new suburb area of Red Deer. The comment was also made that development should reflect the housing that is already present. On our street, that would mean building an 800sq ft. bungalow. It will be very difficult to maintain growth & development in this area, ~~if that is expected.~~

Comment sheets may be submitted by **November 7, 2017** using the following options:

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off at the Planning Department counter on the 3rd floor of City Hall at 4914 - 48 Avenue; or
- Fax to the Planning Department at 403.342.8200; or
- Scan and email to [christi.fidek@reddeer.ca](mailto:christi.fidek@reddeer.ca)

**Thank you for your input!**

I am very excited to be a part of this beautiful neighborhood, and look forward to it's continued growth & improvement.





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: SUGAN HARPER

Mailing Address: \_\_\_\_\_ Postal Code: T1C 1T1

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### General Comments

- keep side yards wide, both sides, full length of lot
- ~~no full sun - sheltered area~~
- no additions that block sunlight from neighbours' yards
- keep the wide boulevards with trees
- no added front driveways





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: DAVID MARGAR

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ e-mail Address: \_\_\_\_\_

### General Comments

I love older neighbourhoods. One component of them is the heterogeneity. That's how it was in Vancouver, Kelowna etc. Older houses & modern homes next to each other.

Revitalization in these neighbourhoods often involve younger families that want to buy modern homes. More traditional homes buyers tend to live in suburbs, country.





## Comment Sheet

We invite you to provide feedback regarding the proposed Woodlea Character Statements. Your feedback is very important to us.

Please submit comments by November 7, 2017.

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### Contact Information

Your contact information allows administration to respond as needed.

Name: Greg & Joyce Neuman

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: jj

### General Comments

We love our home & neighborhood in Woodlea, for its open, park-like setting, in easy walking distance from downtown. We would hate to see it become unaffordable to the next generation of families who would want to raise families in an area with generous yards & open streets. We are not concerned with homes adding suites over a garage or in a basement, as long as on-site parking is maintained. This may help young families afford their mortgages, or help house older parents. Homes in our area will need renovations over time (ours did), but the middle-class open, treeed, and green nature of Woodlea is too precious to lose. Red Deer has enough wall-to-wall over-built "mansion" subdivisions.



### Woodlea Character Statement Comments

Like everyone else involved in the Character Statement debate my wife and I fell in love with the area, it is charming, clean and in a great location. It became our goal to build a new house on a lot that has a house that is rather in rough shape.

When we bought our property 2 years ago for this purpose we had no idea these new rules were in the works. Had we known that this could potentially de-rail our plans or complicate them in any way, we would never have pursued this.

Our main concerns for our project are the rules regarding front attached garages. This for us is likely a deal breaker for our infill plans. It is hard to understand why in an area that has had homes being built for several decades with attached garages, it is an issue now.

We are also concerned about the rules deterring investment in the area. To us, one of the qualities of the neighborhood is the fact that it attracts development and renewal. It is a very real concern for us that these character statements will make an already difficult process even more difficult and reduce the appeal to re-develop. It's not hard to find examples of areas in Red Deer that are not seeing the investment that Woodlea has been, is that what the city really wants?

In closing we are hopeful to get our project underway before these rules impede our plans. If we are unable it is unlikely we will spend the money to change our plans and would likely sell the property.

Thanks for the opportunity to comment.

Dean and Shauna Oster



November 6, 2017

Ms. Christi Fidek, Senior Planner,  
City of Red Deer Planning Department,  
Box 5008, Red Deer AB,  
T4N 3T4

Dear Ms. Fidek:

**Re: Woodlea Character Statements**

We would like to put in writing very briefly some of the thoughts that we shared with you and Ms. Damberger at the open house on the Woodlea Character Statements held on October 25.

We appreciate the work that the Planning Department has done with our neighbourhood over the past two years to develop these Statements, and we believe that they are a useful first step in developing policies to govern orderly redevelopment in Woodlea.

However, we personally share the concerns that have been raised by the Woodlea Community Association. If the Planning Department takes the position (as it did at the June 26 Council Meeting and Public Hearing) that these Character Statements deal with nothing more substantial than “street view,” then they are going to be of limited use to the City in dealing with the kinds of contentious redevelopment situations that have arisen in the recent past—e.g., the application for a site exception to erect a Carriage Home, or the application for subdivision to create a lot on which it would be impossible to erect a conforming dwelling.

For this reason, we fully support the Community Association’s request that the Planning Department work with the community to develop whatever additional policy tool(s) would be most appropriate to help ensure that redevelopment in Woodlea proceeds in an orderly and fair way that protects the character of our neighbourhood—not just the streetscapes—and prevents the erosion of those very qualities that make this a great place to live.

Yours sincerely,

Peggy Johnson and Peter Slade



**Christi Fidek**

---

**From:** Laura Turner  
**Sent:** November 07, 2017 7:38 PM  
**To:** Christi Fidek  
**Subject:** November comment re Woodlea Character Statements

I have been involved since the outset in the collaborative process between the residents of Woodlea -- via the Community Association formed by residents, in part, to act as their voice in matters such as their interest and concern in neighbourhood (re)development -- and the CoRD Planning Department to create a planning tool which adds an extra layer of criteria and regulations to guide and provide controls that specifically address the special needs of our mature neighbourhood.

At one time I felt, that for the most part and as much as is possible, Character Statements would accomplish just that. I was also pleased that Planning assured us that, although the Character Statements are not formally binding until approved and adopted by City Council, in the interim development permits would be reviewed with 'a Character Statement lens' and required to adhere to their criteria and intent.

Recently, I was surprised to see that The City of Red Deer installed a new curb-cut on 45 Avenue. The existing sidewalk curb was demolished and replaced presumably to accommodate street access for vehicles/garage at an existing home that has a relatively new (2014) and large (80% height relaxation) detached, alley-access garage.

This is another example, a very blatant one, of how the Character Statements have failed Woodlea.

Laura Turner

Sent from my iPad



## Scribed Notes from the Woodlea Character Statements Open House Wednesday, October 25, 2017

### Donna Gibbons

- Not a gated community – Community Association
- Have to let change happen or else it will be derelict

### Sam Van Gunst

- Things have been fine so far
- Newer people moved into neighbourhood
- Process not necessary
- How much is this going to cost?
- Has been change for past 40 years
- Sensed that neighbourhood has improved
  - People have built beautiful homes

### Dennis Moffat

- Character defined through the years
- Newcomers say what should be done in the neighbourhood

### Greg and Joyce Neiman

- Large size of house
  - Scale should not be too big
- Tree removal
  - Retain park-like setting. Feeling of space
  - Replace trees
- Affordability
  - Bought in Woodlea due to it being affordable at the time
  - We have added onto it, understand that change will happen
  - Ensuring a mix of housing for affordability
  - Ok with basement suites and carriage homes as long as parking is available on site, part of making affordable
- Woodlea being gentrified
- Would like side yard setbacks large
- Retain character with open, treed areas, yards, welcoming to medium incomes



## **APPENDIX 4**

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### **Letter to Building Community**









**December 21, 2016**

Platinum Homes and Developments  
#5 4669 62 Street  
Red Deer, AB, T4N 2R4

**To: Building Community**

**Re: Woodlea Character Statements**

**Why have you received this letter?**

As a member of the building community, The City of Red Deer invites you to review the proposed Woodlea Character Statements and provide comments. It is anticipated that these Character Statements will be presented to City Council in early 2017. Comments are due on **Wednesday, January 18, 2017.**

**What are Character Statements?**

All neighbourhoods contain the same basic elements; individual properties, and public infrastructure such as streets, sidewalks, lighting, and utilities. What establishes the character of a neighbourhood is the relationship and design of these basic elements. When redevelopment of private property or public infrastructure occurs concerns over losing the "character" of a neighbourhood is often raised. Character Statements define the "character" of a specific geographic area by capturing the design elements that make one geographic area different from another.

Character Statements are not necessary for every neighbourhood in The City of Red Deer, they are useful for specific geographic areas that meet the following criteria:

- They contain a combination of elements that together make an area unique or special; or
- The character is designed to guide a redeveloping area in an intentional manner.

You will be able to find **more detailed information** on the Character Statements on the website [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea)

**How do I have to provide comments?**

The City would like you to explain what you like and what you do not like about the proposed Character Statements. If you need further clarification prior to submitting comments, please call, or email the contacts below. Comment sheets will also be available on the website or from the 3<sup>rd</sup> Floor Planning Department. It is optional to provide comments. Comments are due on Wednesday, January 18, 2017.

**What will happen if I submit comments?**

Any comments received related to these Character Statements will be reviewed by Planning staff. As well your comments will be forwarded to City Council when they consider the proposed statements. Comments related to planning will be included in administrations report to Council.

**What is the next step for the Character Statements?**

Following the period to provide comments the City Planning department will review and make any necessary revisions to the Woodlea Character Statements. Updates to the Character Statements will be made available on the website at: [www.reddeer.ca/woodlea](http://www.reddeer.ca/woodlea).



It is anticipated that Character Statements will be presented to City Council in early 2017.

Thank you for your consideration in this matter. Please contact us if you have any questions.

Sincerely,

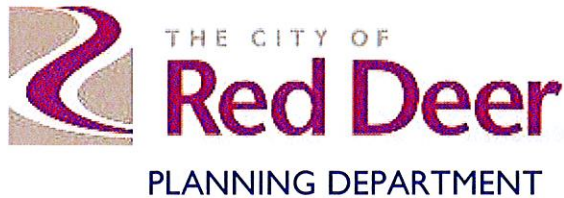


Christi Fidek  
Senior Planner  
Phone: 403-406-8701  
[Christi.Fidek@reddeer.ca](mailto:Christi.Fidek@reddeer.ca)



Kim Fils-Aimé  
Planner  
Phone: 403-356-8896  
[Kimberly.Fils-Aime@reddeer.ca](mailto:Kimberly.Fils-Aime@reddeer.ca)





Date: December 21, 2016

Re: Woodlea Character Statements

**Comments Due: January 18, 2017**

Comment Return Options:

- Return, by mail to: City of Red Deer Planning Department, Box 5008, Red Deer, Alberta, T4N 3T4; or
- Drop off comments at the Planning Department counter on the 3rd floor of City Hall at 4914 – 48 Avenue; or
- Fax comments to the Planning Department at 403-342-8200; or
- Scan and email the comments to [christi.fidek@reddeer.ca](mailto:christi.fidek@reddeer.ca).

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**Your comments are important.**

***Collection & Release of Your Information:***

The City is collecting your information as part of the referral process that is described in Section 2.19(5) of The City of Red Deer *Land Use Bylaw*.

The personal information on this form is collected under the authority of the *Municipal Government Act* Section 3 and is protected under the provisions of the *Freedom of Information & Protection of Privacy (FOIP) Act*. An individual choosing to complete and submit this comment sheet, pertaining to the Woodlea Character Statements, to a member of Council, to a member of a committee and/or to City of Red Deer administration must understand that comments, including your residential address, could be publicly disclosed. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of Planning at The City of Red Deer, 4914-48 Ave, Red Deer, AB 403-406-8700.

***Contact Information***

Your contact information allows administration to respond as needed. When disclosing public comments, The City will endeavour to disclose only the author's name, unless there is a legislative, privacy or public interest reason to disclose more or less information.

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail Address: \_\_\_\_\_



[illegible]

**Thank you.**



## **APPENDIX 5**

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Redevelopment - Density and Building Design Standards within  
Neighbourhood Planning and Design Standards







## Redevelopment - Density and Building Design

4.3 Redevelopment shall complement the existing neighbourhood architectural character (colour, materials, styles), building patterns, scale, building height and massing.

4.4 For smaller redevelopment projects (one lot or a small assembly of lots), design buildings at a height and scale which is within 1 to 2 storeys of what is already established in adjacent blocks.

4.5 Design redevelopment so that it does not overwhelm or overshadow adjacent existing buildings, this also applies to rear yards where development extends beyond adjacent properties, creating an 'overlook' condition.

4.6 Locate redevelopment within 1.2m of the existing front yard setbacks of adjacent sites or within the average of all existing principle buildings on the same block.

4.7 Where the primary entrance is not at the front of the property, design the building to create a strong sense of entry from the front facade (e.g. through use of pathways, landscaping, porch features, etc.).

4.8 Maintain the privacy of adjacent dwellings through careful placement of windows, doors, decks and patios in new buildings. Where this is compromised, use fencing, screening and landscaping to create privacy between buildings.

4.9 Where a second entrance is in a side elevation adjacent to an existing building, design it at grade or close to grade, to protect the neighbours privacy and avoid overlook.

4.10 Provide sidewalks that tie into existing pedestrian networks to provide new or improved pedestrian connections.

4.11 Where possible, maintain existing trees and plantings. If this is not possible, replace trees and planting at a 1:1 ratio or at the discretion of the development officer.

4.12 Publicly owned trees shall not be removed to facilitate the construction of an redevelopment project.





December 11, 2017

Amendment of Direct Control District No. 32 DC (32) Westlake  
Restricted Development District and Rezoning of Heritage Ranch  
Bylaw 3357/F-2018

Planning Department

**Report Summary and Recommendation**

---

Bylaw 3357/F-2018 proposes to update *Direct Control District No. 32 DC(32) Westlake Restricted Development District* regarding the Restricted Development Area (RDA) associated with the river escarpment.

Planning staff recommends Council give First Reading to Bylaw 3357/F-2018.

**City Manager Comments**

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I support the recommendation of Administration. If first reading of Bylaw 3357/F-2018 is given, a Public Hearing would then be advertised for two consecutive weeks and would be held on February 5, 2018 at 6:00 p.m. during Council's regular meeting.

Craig Curtis  
City Manager

**Proposed Resolution**

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That Bylaw 3357/F-2018 be read a first time.



## Rationale for Recommendation

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1. There is no opposition from landowners within the affected DC(32) area.
2. The 2016 river bank stabilization and the subsequent 2017 geotechnical report indicate that it is reasonable to reduce the Restricted Development Area.
3. Extending the RDA westward into Heritage Ranch will ensure any (re)development will take into account the escarpment restrictions.

## Discussion

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There are four aspects to Bylaw 3357/F-2018:

1. The proposed amendments to the DC(32) district will rationalize the location of the Restricted Development Area (RDA) as shown in *Figure 1: DC(32) – Restricted Development Area*, following the 2016 rip-rap work that was done along the south bank of the river and the subsequent revised geotechnical report in 2017. There is some wording clarification as well.
2. Several lots within the current DC(32) district; i.e. 5 Cronquist Place and 9, 15, 17, and 19 Cronquist Close; do not back onto the river and thus are not impacted by the RDA at all. Therefore Bylaw 3357/F-2018 proposes to rezone those lots from the DC(32) district to the *R1 – Residential (Low Density) District*. (see Map 6/2018 in Appendix C)
3. The RDA will be extended westward into a portion of Heritage Ranch. Any (re)development will be subject to the same RDA restrictions as in the adjoining DC(32) district. (see Map 8/2018 in Appendix C)
4. The Heritage Ranch area, which was annexed in 2009, is to be rezoned from the County's *Public Services District (PS)* to the City's *P1 – Parks and Recreation District*. Existing uses will be listed discretionary site exceptions and no development will be allowed in the Restricted Development Area (see Map 7/2018 in Appendix C)

## Background

In September 2014 Council approved Bylaw 3357/0-2014 to create *Direct Control District No. 32 (DC 32) Westlake Restricted Development District*, which established a Restricted Development Area (RDA) that was applied to properties in Riverview Park because of slope stability issues. At the time it was indicated that once toe stabilization work along the riverbank was completed the RDA would be reviewed.



The toe of the slope stabilization work was completed in 2016 with the placement of rip-rap along the south riverbank and a new geotechnical assessment was completed in 2017. The assessment indicates that the long-term risks related to bank regression have been reduced and the RDA can be adjusted (reduced) accordingly using the 1.5 Factor of Safety line as recommended in the geotechnical assessment (see Appendix B). While the long-term risks have been reduced through the toe stabilization work, the upper slope is still subject to natural flattening over time, which is why it is necessary to maintain an RDA on affected areas.

The allowable activities and development within the Restricted Development Area (RDA) will remain unchanged and no new development will be permitted in the RDA. Development/redevelopment is possible outside the RDA.

### Dialogue

Dialogue with the 23 affected landowners in the DC(32) area regarding the proposed amendments was conducted via two letters, sent July 27, 2017 and November 9, 2017. The letters described what had happened since the original adoption of the DC(32) district and how the proposed adjustment of the RDA would affect landowners. The letters also provided the opportunity to obtain the 2017 geotechnical report, provide written feedback and the opportunity to meet one to one to discuss any concerns.

While no written objections were received, administration did receive several phone calls from landowners seeking clarification on the RDA and requesting copies of the geotechnical report, and administration held one meeting with a landowner to discuss the potential impacts of the RDA. All concerns have been addressed.

## **Appendices**

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Appendix A – Location of Subject Site

Appendix B – Current and Proposed DC(32)Restricted Development Area

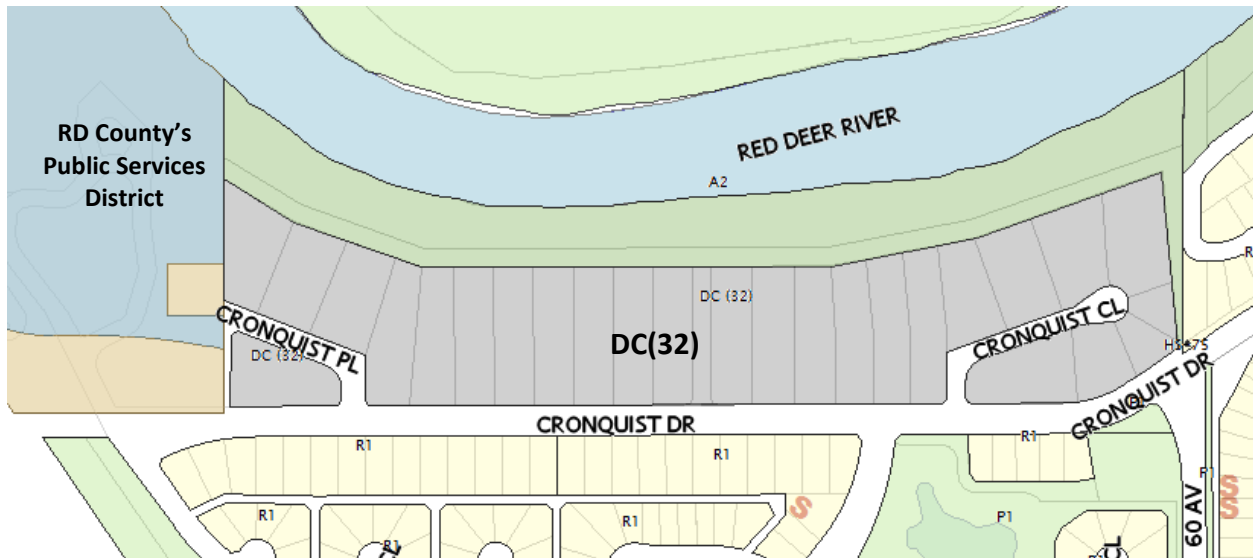
Appendix C – Land Use Bylaw 3357/F-2018



## **Appendix A – Location of Subject Site**



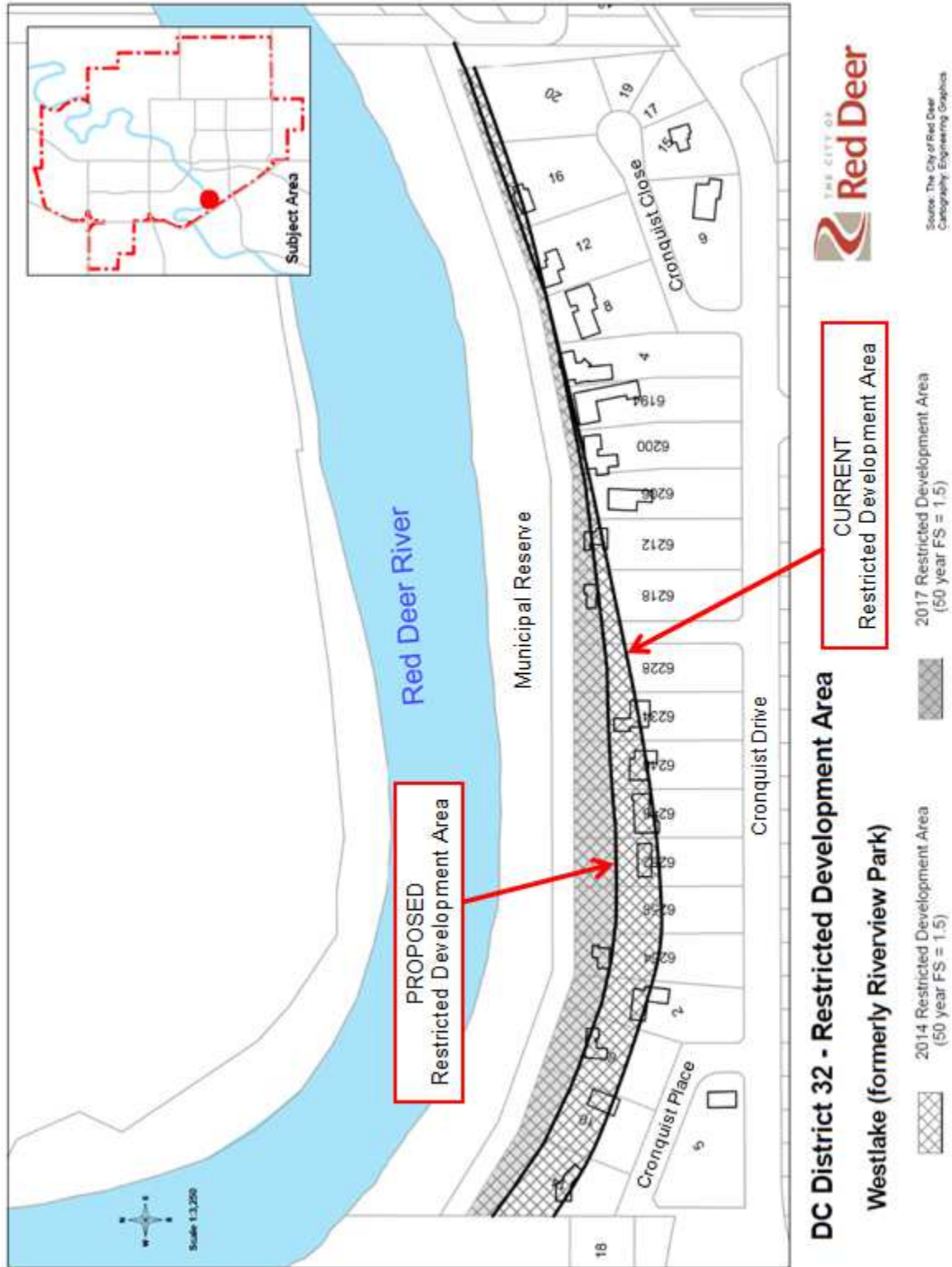
### Location of Subject Area





**Appendix B - Current and Proposed DC(32)Restricted Development Area**







**Appendix C - Land Use Bylaw 3357/F-2018**



**BYLAW NO. 3357 / F – 2018**

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

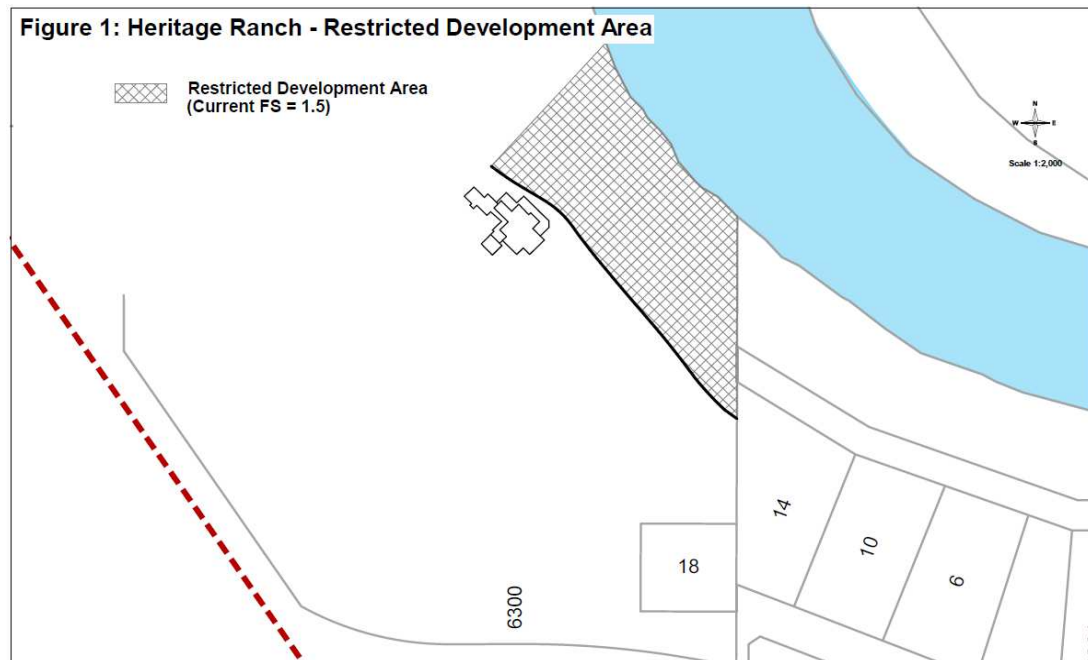
Bylaw No. 3357/2006 is hereby amended as follows:

1. The land shown in the sketch attached as Schedule A to this Bylaw is REDESIGNATED from Direct Control District No. 32 DC (32) Westlake Restricted Development District to R1 - Residential (Low Density) District.
2. The “Land Use District Map J14” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 5 / 2018 attached hereto and forming part of the bylaw.
3. The “Land Use Constraints Map J14” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the Land Use Constraints Map 6 / 2018 attached hereto and forming part of this bylaw.
4. The land shown in the sketch attached as Schedule A to this Bylaw is REDESIGNATED from Red Deer County’s Public Services District (PS) to the City’s P1 – Parks and Recreation District.
5. The “Land Use District Maps I14, I15, and I16” contained in “Schedule A” of the Land Use Bylaw are hereby amended in accordance with the Land Use District Map 7 / 2018 attached hereto and forming part of the bylaw.
6. The “Land Use Constraints Maps I14” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the Land Use Constraints Map 8 / 2018 attached hereto and forming part of this bylaw.



7. Section 8.22(2) Areas Specifically Exempted from a Particular Use is amended by ADDING the following subsection:

(g) At 6300 Cronquist Drive (Heritage Ranch, within the SW ¼ Sec 18; 38-27-W4), no uses or development will be permitted within the Restricted Development Area as shown on Figure 1 below and “Land Use Constraints Map I14”. All other uses and development is subject to the provisions of subsections 2 through 5, and subsections 7 through 10 of Section 8.20.12 Direct Control District No. 32 DC (32) Westlake Restricted Development District.



8. Section 8.22(1) Areas Specifically Designated for a Particular Use is amended by ADDING the following subsection:

(ee) At 6300 Cronquist Drive (Heritage Ranch, within the SW ¼ Sec 18; 38-27-W4), any legally existing use prior to January 8, 2017 shall be considered a discretionary use thereafter.



9. Section 8.20.12 Direct Control District No. 32 DC (32) Westlake Restricted Development District is DELETED in its entirety and is REPLACED with the following:

**<sup>1</sup>8.20.12 Direct Control District No. 32 DC (32) Westlake Restricted Development District**

**A. Area of Application**

**DC (32)**

The following bylaw provisions being “Direct Control District 32 (DC32) – Westlake Restricted Development” shall apply to the area as shown in Figure 1 of this Bylaw.

**B. Direct Control District 32 (DC32) – Westlake Restricted Development District**

**1. Purpose**

- (a) To identify and mitigate the significant environmental hazards or risks affecting the Westlake lands, formerly known as Riverview Park. Various Reports have been completed for Westlake and the adjacent Red Deer River escarpment or slopes (e.g. the 2003, 2012, 2014, and 2017 studies by ParklandGeo) and have identified the following relevant and significant hazards or risks:
  - (i) river erosion of the toe-of-slope or escarpment;
  - (ii) planes of weakness in the subsoil or bedrock;
  - (iii) slope erosion, landslides and slumping;
  - (iv) the lower slope of the escarpment is considered “marginally stable”;
  - (v) the upper slope of the escarpment is considered “unstable” and subject to natural regression – the present slope will regress even with the stabilized toe-of-slope;
  - (vi) destabilizing and variable natural springs below the Crest of the escarpment;
  - (vii) various other natural and man – made risks associated with soil instability and slope destabilization (e.g. environmental changes, variable river flow and flooding, swimming pools, removal of vegetation, over watering, overloading, excavation, vegetation changes, variable ground water conditions, etc.); and
  - (viii) that complex subsurface and surface conditions, affect Westlake, and can sometimes not be fully understood even using commonly accepted practices for professional technical assessment.
- (b) To establish a Restricted Development Area as identified in Figure 1 and to restrict Development to areas of relatively lower expected risk, pursuant to the recommendations of the March 2014 “Geotechnical Investigation, Riverview Park Development Setback” and the subsequent February 2017 “Geotechnical Assessment – 2017 Riverview Park Slope Review” (prepared by ParklandGeo).

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<sup>1</sup> 3357/O-2014, 3357/F-2018



- (c) To provide special land use criteria and supporting regulation reflective of existing Reports and directed to minimizing the risk of damage or loss to natural and private property and/or persons as well as public lands and infrastructure.

### 3. Fundamental Land Use Criteria

The following fundamental land use criteria shall apply to all lands, uses and Developments within this District, except as expressly stated to be otherwise within Section 5 of this District:

- (a) development (including but not limited to, buildings, structures, construction, major renovations, excavation, placement of fill, ground disturbance, tree or shrub removal, stripping and grading) is prohibited within the Restricted Development Area;
- (b) where a site-specific professional geotechnical assessment or other Report acceptable to the Subdivision or Development Authority has recommended a greater Development setback than the Restricted Development Area, the greater Development setback shall apply;
- (c) Deleted (Bylaw 3357/F-2018);
- (d) the Subdivision or Development Authority shall not approve any subdivision or Development unless, having considered all relevant Reports, in their opinion:
  - (i) approval will not detrimentally impact the overall groundwater regime or slope geometry;
  - (ii) public and private property will be reasonable safe from the hazards of slope and soil instability as identified through a Report, and
  - (iii) the lands at issue are suitable for the proposal considering:
    - (A) all relevant Reports;
    - (B) the full range of uses and Developments existing or contemplated respecting the subdivision or Development permit application and the adjacent lands;
    - (C) cumulative impacts to soil and slope stability; and
    - (D) emergency access and planning.
- (e) the following developments shall not be commenced without, and shall be carried out in accordance with, a site-specific professional geotechnical assessment acceptable to the Subdivision or Development Authority:
  - (i) excavation related to the construction, repair, or alteration of a building structure or Water Retaining Structure, other than the installation, connection, repair maintenance or replacement of a public utility;
  - (ii) the construction or material alteration of a detached dwelling unit or garage; and



- (iii) the construction or material alteration of an accessory building or structure with a floor area of 10.0m<sup>2</sup> or more and a height of 2.4m or more.

#### **4. Application of the Fundamental Land Use Criteria**

The Subdivision or Development Authority must adhere to, and has no discretion to vary, the fundamental land use criteria set out in Section 3 of this District, which criteria are:

- (a) subject to exception only as expressly set out in Section 5 of this District; and not subject to variance or exception pursuant to Sections 654(2), 680(2), or 687(3)(d) of the Municipal Government Act.

#### **5. Exceptions to the Fundamental Land Use Criteria**

- (a) Notwithstanding the fundamental use criteria set out in Section 3(a) of this District, the following Developments may be considered for approval by the Subdivision or Development Authority within the Restricted Development Area and shall be carried out pursuant to the terms and conditions of a subdivision approval or Development permit:
  - (i) The erection of warning signs respecting escarpment risk or safety;
  - (ii) The installation, connection, repair, maintenance or replacement of a public utility;
  - (iii) The material repair or minor alteration of the following, if constructed prior to September 15, 2014:
    - (A) a detached dwelling unit (which is connected to all City utility services) or associated retaining wall; and
    - (B) a Water Retaining Structure, if located at least 50m from the Crest of the escarpment and subject to installation of an acceptable leak detection system and provided that there is no discharge toward the escarpment, slope or adjacent park or reserve areas.
  - (iv) the stripping and/or grading, placement of fill, material alteration of vegetation, or existing or natural surface drainage patterns related to the demolition and/or relocation of a detached dwelling unit or Water Retaining Structure constructed prior to September 15, 2014 and pursuant to plans prepared by a Professional Engineer.
- (b) The Subdivision or Development Authority may consider lot line adjustment or consolidation of title for the purpose of enlarging the potential building area while not increasing the number of registered lots.

These exceptions remain subject to all other provisions of this District.



**6. DC 32 Discretionary Uses****(a) Discretionary Uses**

The Development Officer is the Development Authority for the following uses:

- (i) Detached Dwelling Unit (which is connected to all City utility services) located at least 10.0 m from the RDA;
- (ii) Home Music Instructor/Instruction (six students) subject to section 4.7(10);
- (iii) Home Occupation which will generate additional traffic subject to section 4.7(8);
- (iv) Accessory Building located at least 10.0m from the RDA;
- (v) all signs, including warning signs respecting escarpment risks or safety;
- (vi) Temporary Building, and;

The Municipal Planning Commission is the Development Authority for the following uses:

- (vii) Detached Dwelling Unit (which is connected to all City utility services) located less than 10.0m from the RDA;
- (viii) Accessory Building located less than 10.0m from the RDA;
- (ix) installation, connection, repair, maintenance or replacement of a public utility, pursuant to plans prepared by a Professional Engineer;
- (x) Water Retaining Structure located beyond the Restricted Development Area and at least 50m from the Crest of the escarpment;
- (xi) water line or underground sprinkler or irrigation system located beyond the Restricted Development Area and at least 50m from the Crest of the escarpment, constructed in accordance with a design prepared by a Professional Engineer and installed under the supervision of a Professional Engineer;
- (xii) parking or storage of not more than one commercial vehicle or recreational vehicle or trailer of gross vehicle or trailer any of which may not have a weight rating exceeding 4,500kg;
- (i) stripping and/or grading, placement of fill, material alteration of vegetation or existing surface drainage patterns, pursuant to plans prepared by a Professional Engineer.



**(b) Prohibited Uses** - without limiting the foregoing, the following uses are prohibited:

- (i) wetting or watering of the ground surface or subsurface or vegetation (including but not limited to, lawn) that may be detrimental or destabilizing to the lands, neighbouring lands, the escarpment or slopes, or adjacent park or reserve areas; and
- (ii) tree removal from the ground surface or subsurface (including but not limited to, deadfall removal) that may be detrimental or destabilizing to the lands, neighbouring lands, the escarpment or slopes, or adjacent park or reserve areas.

**7. Development Regulations**

Respecting this District and lands therein:

- (a) the provisions of this District shall govern in the event of a conflict or inconsistency between this District and any other provisions of this Land Use Bylaw;
- (b) the Subdivision or Development Authority shall not be bound by the regulations set out in Parts 2 and 3 of the Land Use Bylaw;
- (c) Part 4 of the Land Use Bylaw does not apply to this District, except for provisions 4.7(8) (Home Occupations), 4.7(4) (Objects Prohibited) and 4(10) (Home Music Instructor/Instruction);
- (d) any site grading shall be designed to drain surface water away from the escarpment;
- (e) any Water Retaining Structures, water lines, underground sprinklers or irrigation systems shall be installed with an acceptable leak detection system and monitored and maintained by the landowner to ensure proper operation and no unauthorized leakage, and shall be directed away from the escarpment, slope, or adjacent park or reserve areas;
- (f) all discharge from roof leaders and weeping tile systems shall be directed away from the escarpment or to professionally engineering drainage pathways (e.g. asphalt or half culvert drop structures);
- (g) new vegetation should be selected from native types with deep root systems that can grow with a minimum of watering;
- (h) upon connection to City utility services, private services (e.g. septic system, groundwater well, associated water lines) shall be removed, abandoned, closed-in and reclaimed, as applicable, pursuant to the City's Utility Bylaw;
- (i) where existing residence are relocated, former basements located within the Restricted Development Area shall be filled pursuant to the design and supervision of a Professional Engineer;
- (j) Lot depth minimum of 40.0m;
- (k) Frontage minimum of 22.0m; and



- (l) in considering a Subdivision or Development Permit application, the Subdivision or Development Authority shall have discretion (subject to the land use constraints set out in Sections 3, 5 and 6 of this District), to determine the Site Plan, parking requirements, architectural treatment of buildings, and the relationship between buildings, structures and open space. Without limiting the foregoing, the following regulations shall apply to the location of Buildings unless varied by the Subdivision or Development Authority:

Site coverage maximum of 40% (including Garage and Accessory Buildings);

Front Yard setback minimum of 6.0m;

Side Yard setback minimum of 1.5m; and

Rear Yard minimum setback of 7.5m (except as required by the land use constraints of this District – e.g. subject to site specific geotechnical, the Restricted Development Area).

## **8. Approving Authority**

Respecting this District and all lands therein, all applications for subdivision approval or Development permit shall be evaluated on their merits by the Subdivision or Development Authority.

Without limiting the foregoing, but subject to the land use constraints set out in Sections 3, 5 and 6 of this District, the Subdivision or Development Authority may, as regards any application for subdivision approval or Development permit, impose conditions of approval or requirements:

- (a) that the Subdivision or Development Authority determines are reasonable, having considered:
  - (i) the purposes and other provisions of this District;
  - (ii) the uniqueness of the lands (e.g. the relevant environmental or man-made hazards or risks, and existing Developments); and
  - (iii) that the suitable scale of residential Development should be reviewed on a case-by-case basis and considering site-specific geotechnical recommendations.
- (b) including, but not limited to the following conditions:
  - (i) the provision of a real property report during preliminary construction indicating that the structure is located beyond the Restricted Development Area, and/or more than 50m from the Crest and/or in accordance with any accepted Report and/or Site Plan;
  - (ii) that the applicant meet or exceed the recommendations of any applicable Report and the requirements of any restrictive covenant registered against the lands respecting maintenance of slope stability;
  - (iii) the provision of emergency access;



- (iv) the provision of ongoing monitoring programs and related access to the land for such monitoring (for example, slope monitoring and/or subsurface exploration data derived from appropriate geotechnical drilling);
- (v) increased site-specific setbacks for fire protection and mitigation due to elevated risks of fire;
- (vi) a post construction certificate from a relevant professional (e.g. Professional Engineer, Registered Architect, or an Alberta Land Surveyor) as determined by the Subdivision or Development Authority, confirming any or all of the following:
  - (A) that the Development has been located beyond the Restricted Development Area and/or located and constructed in accordance with any Site Plan and/or Report accepted by the Subdivision or Development Authority;
  - (B) compliance with an accepted professional lot grading plan; and
  - (C) that proposed and existing grades have been professionally certified.
- (vii) the connection of roof leaders (downspouts) and house weeping tiles (foundation service) into storm systems, if available;
- (viii) no direction of stormwater or overland drainage onto neighbouring properties (including but not limited to adjacent park, reserve land, escarpment, or slopes);
- (ix) the provision of erosion and sediment control measures during construction;
- (x) that buildings or structures have non-combustible exterior finishes or acceptable fire retardant material treatment;
- (xi) conditions to minimize erosion and to stabilize soil conditions;
- (xii) that any Development shall be designed and constructed using materials, processes, and/or techniques intended to minimize slope risks or instability;
- (xiii) that the applicant and any current or future user or owner of the lands shall enter into an Indemnity Agreement with the City respecting environmental risks including, but not limited, slope instability; and
- (xiv) that the applicant enter into and comply with an agreement with the City respecting those matters set out in Sections 650, 655 and 651 of the Municipal Government Act and/or described in Section 2.10 of the Land Use Bylaw (a Development agreement).



**9. Development Permits**

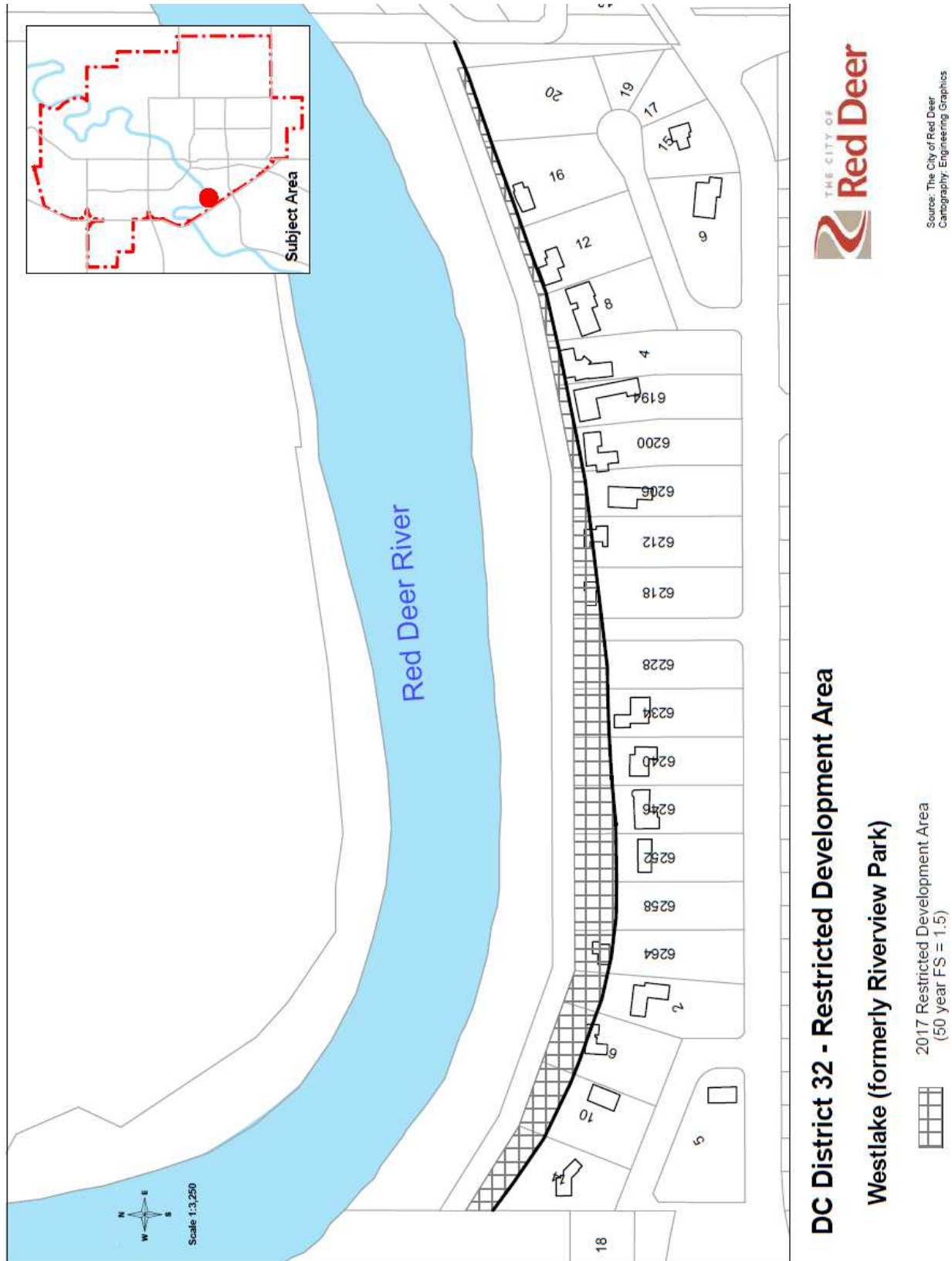
Except as expressly stated otherwise within this District, a Development permit is required for any and all Development within this District.

Notwithstanding the foregoing, and provided that the Development otherwise complies with the provisions of this District, no Development permit is required for the following Development:

- (a) those Developments set out in “Application of the Land Use Bylaw” Section 1.2(2), (e), (f), (g), and (j); and
- (b) up to 5 flow collectors (rain barrels) attached to authorized roof leaders, each collector having storage capacity of less than 420 litres.



**Figure 1: DC(32) – Restricted Development Area**





READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2018.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK



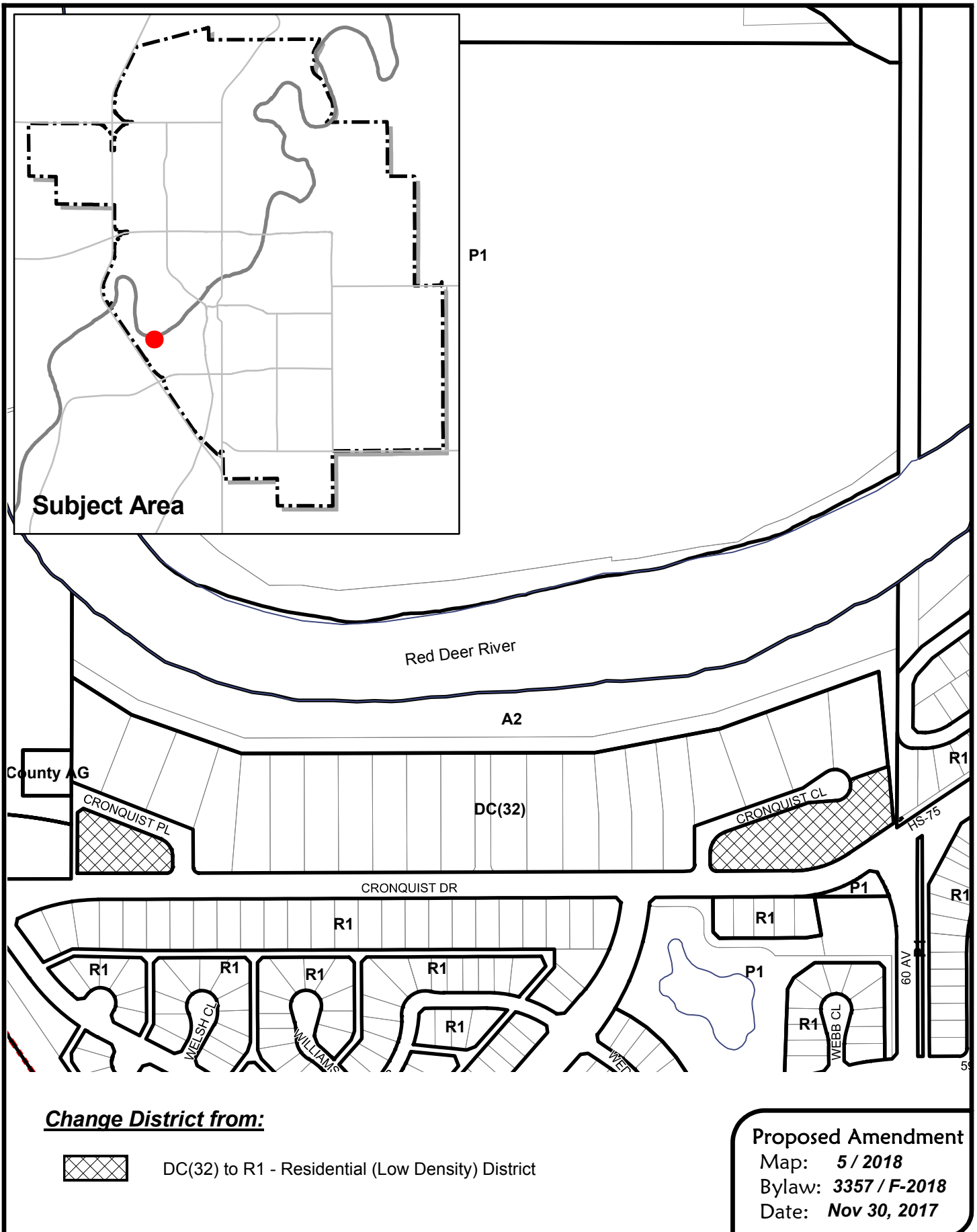


THE CITY OF

**Red Deer**

*Proposed Amendment to Land Use Bylaw 3357/2006*

*Schedule A*



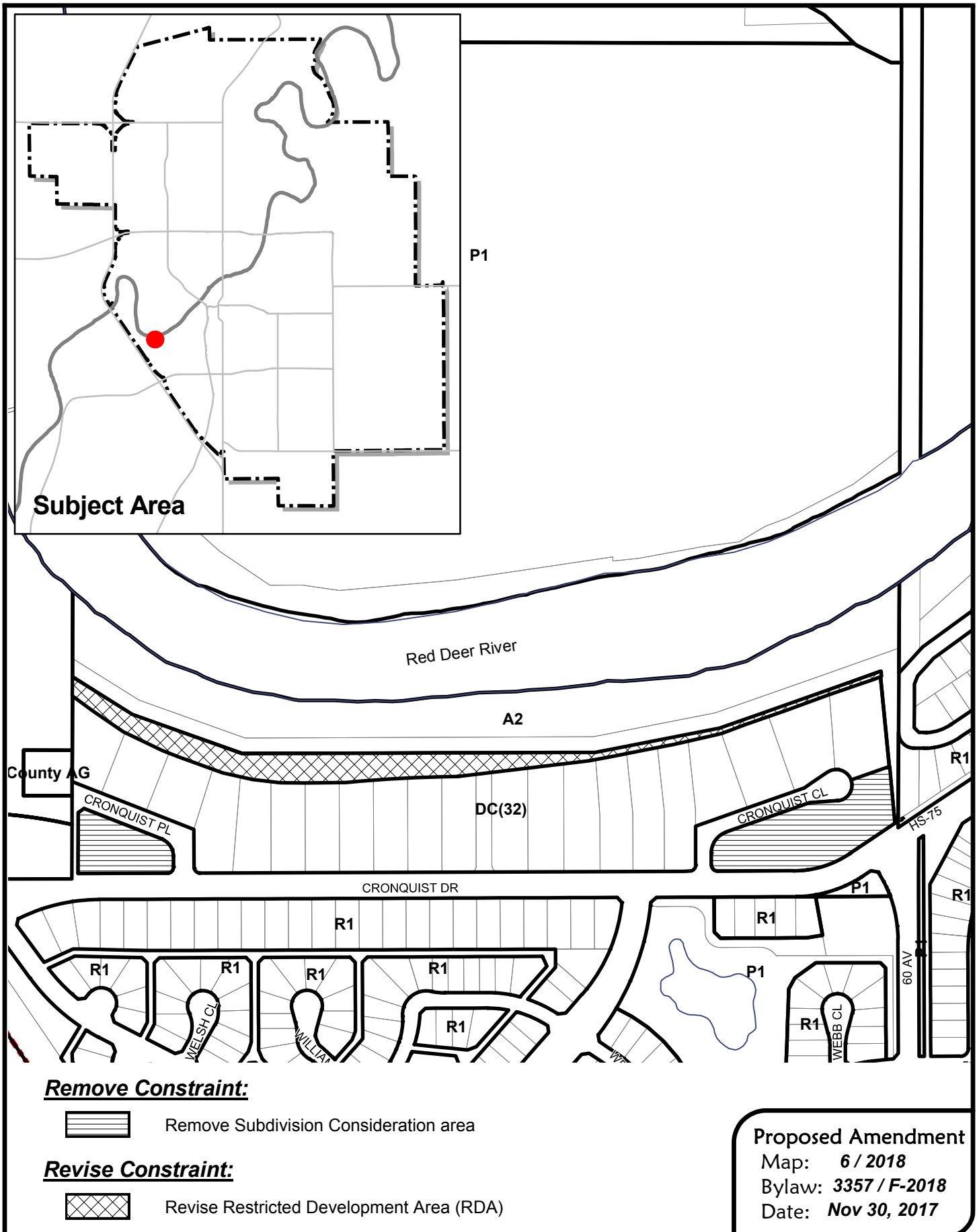




Red Deer

# Proposed Amendment to Land Use Bylaw 3357/2006

Schedule A

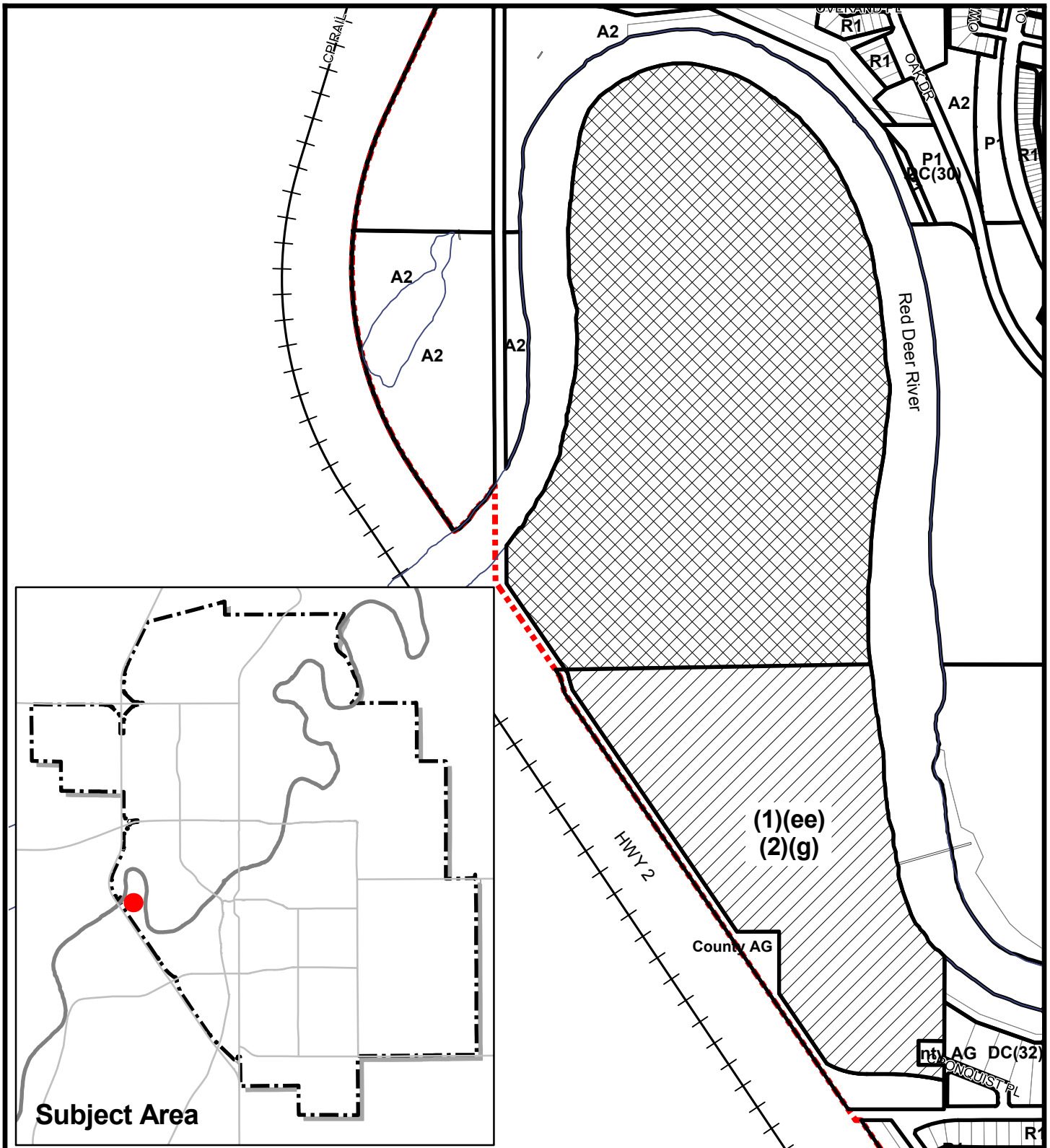






Red Deer

# Proposed Amendment to Land Use Bylaw 3357/2006



## Change District and Add Site Exemption and Site Exception:



County PS to P1 - Parks and Recreation District



County PS to P1 - Parks and Recreation District, Exception (1)(ee), Exemption (2)(g)

Proposed Amendment

Map: 7 / 2018

Bylaw: 3357 / F-2018

Date: Nov 30, 2017



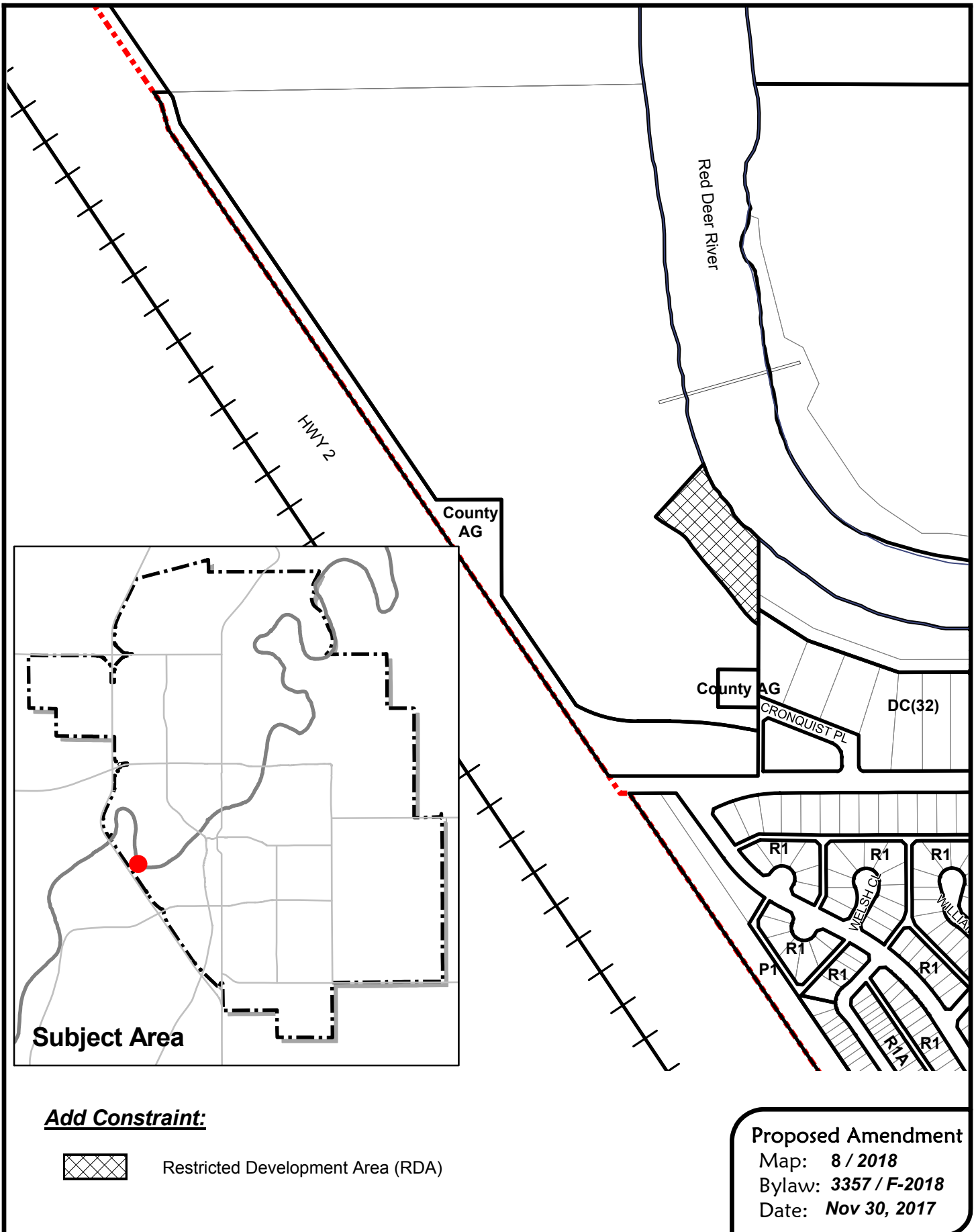


THE CITY OF

**Red Deer**

*Proposed Amendment to Land Use Bylaw 3357/2006*

*Schedule A*







Council Decision – January 8, 2018

**DATE:** January 10, 2018  
**TO:** Orlando Toews, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Amendment of Direct Control District No. 32 DC(32) Westlake  
Restricted Development District and Rezoning of Heritage Ranch  
Bylaw 3357/F-2018

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**Reference Report:**

Planning Department, dated December 11, 2017

**Bylaw Reading:**

At the Monday, January 8, 2018 Regular Council Meeting, Council gave first reading to the following bylaw:

**Bylaw 3357/F-2018** (an amendment to the Land Use Bylaw to update Direct Control District No. 32 DC(32) Westlake Restricted Development District regarding the Restricted Development Area (RDA) associated with the river escarpment).

**Report back to Council:**

Yes. This bylaw will come back for consideration of second and third reading at the Monday, February 5, 2018 Regular Council Meeting.

**Comments/Further Action:**

Administration will advertise for two consecutive weeks for a Public Hearing to be held on Monday, February 5, 2018 at 6:00 p.m. during Council's regular meeting.

A handwritten signature in blue ink that reads 'Frieda McDougall'.

Frieda McDougall  
Manager

- c. Director of Planning Services  
Manager of Planning





January 8, 2018

## Proposed 2018 Off-Site Levy Rates Off-Site Levy Bylaw Amendment 3549/2018 Consideration of First Reading

Engineering Services

### Report Summary & Recommendation:

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This report provides information regarding The City of Red Deer's Off-Site Levy Rates including background, rate changes, proposed adjustments to each rate (water, sanitary, storm, and roads), off-site levy rate review, identification of emerging issues, and recommendations for the 2018 rates.

Engineering Services recommends that Council:

- I. Approve Bylaw Amendment No. 3549/A-2018 Off-Site Levy Bylaw setting the off-site levy rates as follows:

#### 2018 Rates

Trunk Water	\$ 14,812
Trunk Sanitary	\$ 31,889
Trunk Storm	\$ 69,691
Major Thoroughfares	\$110,181
<b>Total</b>	<b>\$226,573</b>

### City Manager Comments:

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I support the recommendation of Administration. If first reading of Bylaw 3549/A-2018 is given, this bylaw will come back for consideration of second and third reading at the Monday, January 22, 2018 Council Meeting.

Craig Curtis  
City Manager

### Proposed Resolution

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That Bylaw 3549/A-2018 be read a first time.





## Report Details

### **Background:**

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The City charges off-site levies on new development lands within the City to cover the cost of extending water, sanitary, and storm trunks and systems, and arterial roadways to service these areas. The cost of expanding water and wastewater treatment facilities are funded through utility rates, and are not included in the off-site levy calculation. The off-site levy rates are typically reviewed on an annual basis and adjusted as required.

It was anticipated that changes to the MGA and associated Regulations would be in place sooner than was actually realized. The 2017 and 2018 Rates were delayed as a result. The 2018 Rates are presented to ensure the appropriate infrastructure is included and the rates are increased in accordance with budget parameters of the 5% presented to Council during 2018 Capital Budget deliberations. Further discussions on offsites and alignment with the new modified MGA will be conducted this spring.

### **Discussion**

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Ahead of recent finalized changes to the MGA, Engineering Services carried out a detailed review of the off-site levy input factors to determine the recommended 2018 Off-Site Levy Rates. This work included: complete reconciliation of the previous year's costs and revenues with The City Ledger, comprehensive reviews of future infrastructure project scopes, updating the construction cost estimates to current construction rates and reconciling the developable area with the levy basin. Infrastructure identified and allowed in the changes to the MGA have not been included in this 2018 update.

A number of discussions were held with UDI representatives over the past couple of years to outline the various changes to the levies. Primarily the changes were a result of the increase basin size (Addition of East and North of IIA lands) and inclusion of existing arterial road upgrades driven by growth that historically were born by site development. Any increase in offsite levies are not supported by UDI at this time.

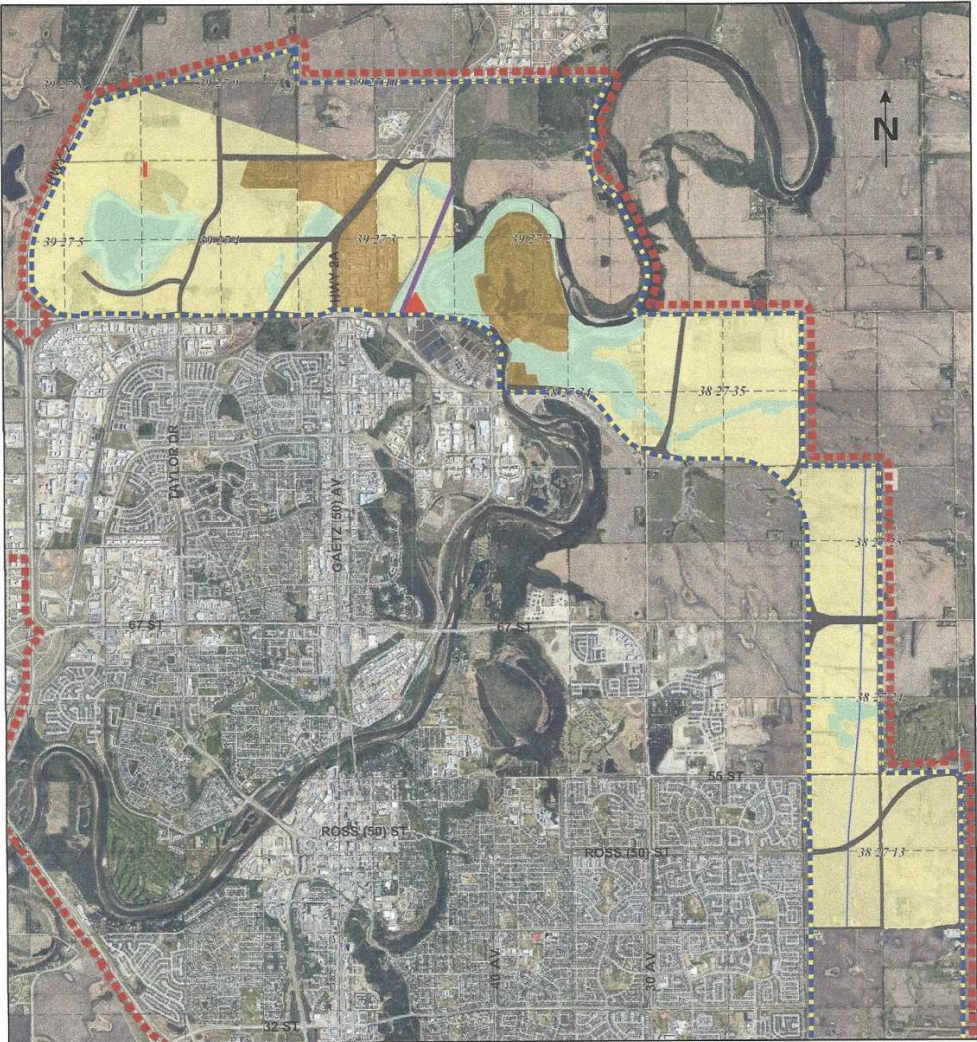
New 2018 rates are required to include imminent expenditures for water and sanitary sewer trunks and to incorporate the 5% increase to levies finance utilized within the 2018 Capital Budget. Additionally, analysis completed by administration on the overall health of the offsite levy reserves shows that increases are required to provide overall sustainability to the reserves.

For reference, the following illustrates the existing and proposed boundaries (2018) for the offsite





levies.



**2018 Proposed Offsite Levy Rates**

Trunk Water	\$ 14,812
Trunk Sanitary	\$ 31,889
Trunk Storm	\$ 69,691
Major Thoroughfares	\$110,181
<b>Total</b>	<b>\$226,573</b>

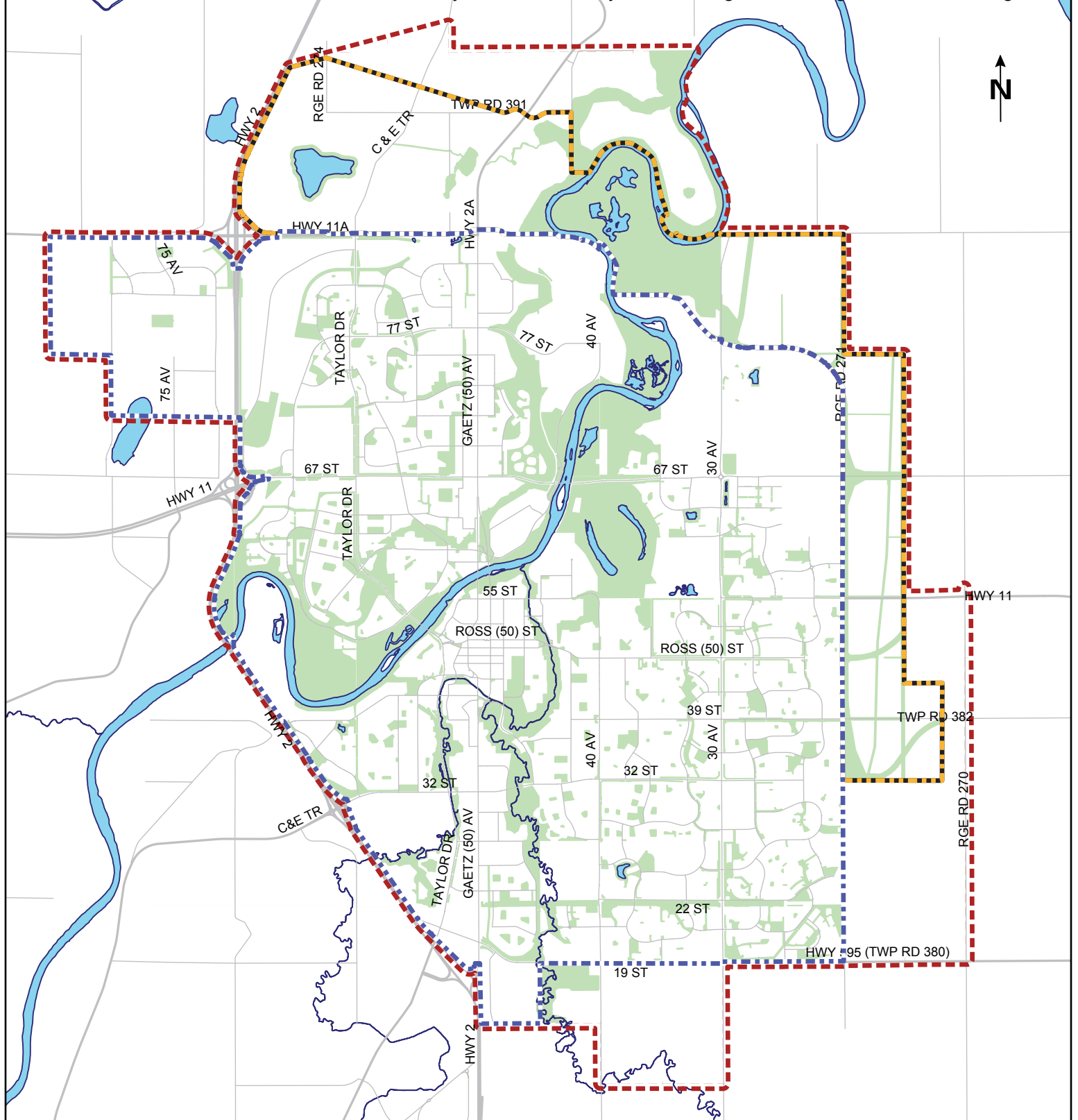
**Analysis:**



**Impact to the New Home Owner**

New levy rates are often compared to the overall capital cost to construct a new residential home. On average, a new single family home including the lot cost would be in the order of \$350,000. Based on 14 residential lots per hectare, the 2016 rate of \$215,783/ha equates to \$15,431 per unit. The proposed 2018 rate of \$226,573/ha equates to \$16,183 per unit.





## The City of Red Deer Non-Developable Land Area





**BYLAW 3549/A-2018**

Being a Bylaw to amend Bylaw No. 3549/2015 to provide a uniform levy of off-site costs in respect of previously undeveloped land.

COUNCIL OF THE CITY OF RED DEER, ALBERTA ENACTS AS FOLLOWS:

Bylaw No. 3549/2015 is hereby amended as follows:

1. Section 4:

5) Deleting the letters "A" and "E" and replacing with the letter "B"

7) Delete in its entirety and replace with the following:

"Trunk Sanitary Off -site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Sanitary facilities identified on Schedule "B" less the Sanitary Off-site Levy revenues collected to date, plus interest on borrowed funds, divided by the Net Development Area within the Basin Boundary identified on Schedule "A".

9) Delete in its entirety and replace with the following:

"Trunk Storm Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Storm facilities identified on Schedule "B" less the Storm Off-site Levy revenues collected to date, plus interest on borrowed funds, divided by the Net Development Area within the Basin Boundary identified on Schedule "A".

11) Delete in its entirety and replace with the following:

"Major Thoroughfare Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Major Thoroughfare facilities identified on Schedule "B" less the Major Thoroughfare Off- site Levy revenues collected to date, plus interest on borrowed funds, divided by the Net Development Area within the Basin Boundary identified on Schedule "A".

2. Section 5:

Replacing the effective date of January 1, 2015 with January 1, 2018.

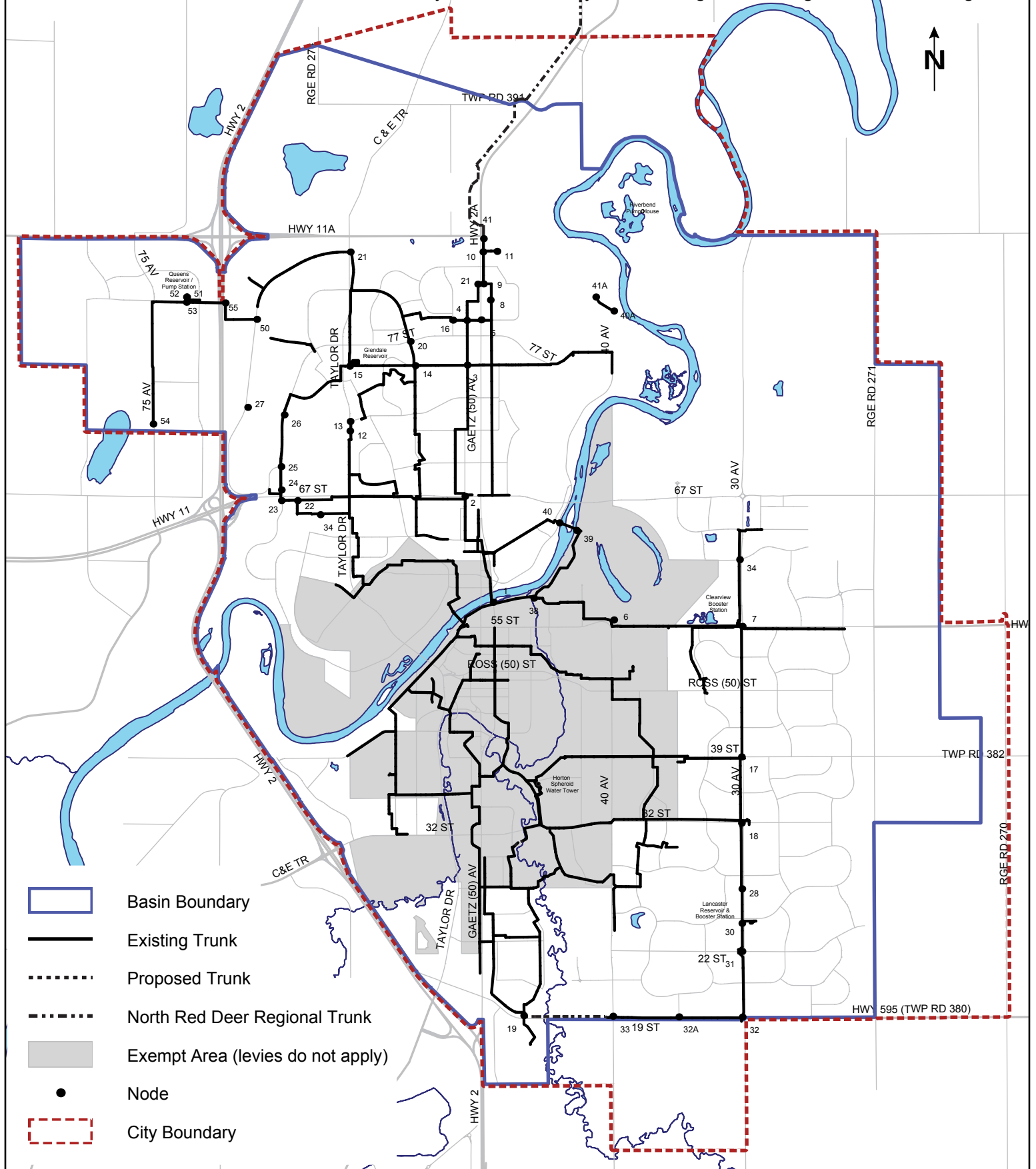
1) Deleting the sum of \$14,107/ha and replacing it with \$14,812/ha.



- |   |        |       |
|---|--------|-------|
| READ A FIRST TIME IN OPEN COUNCIL this  | day of | 2018. |
| READ A SECOND TIME IN OPEN COUNCIL this | day of | 2018. |
| READ A THIRD TIME IN OPEN COUNCIL this  | day of | 2018. |
| AND SIGNED BY THE MAYOR AND CLERK this  | day of | 2018. |

CITY CLERK





# WATER TRUNKS



Bylaw No 3549/A-2018

**SCHEDULE B****I. Water Trunk****I.1 Required Water Trunk Projects**

Total amount to be recovered for remaining water trunk projects within the service basin is \$152,402,201

Consisting of the projects within the boundary as shown on Schedule A, itemized as follows:

Water Model Update
Queens Business Park(QBP) (SW36) - Water Trunk
North of Hwy 11A
Area 1: Hwy 11A (51-21) - (SE5 & SW4)
Area 1: Taylor Drive Trunk (SW4) (stn 0+000 to 0+600)
Area 2: Taylor Drive Trunk (NW4) (stn 0+600 to 1+1400)
Area 2: Trunk - Twp Road 391 from Central Pk to RR 274 (800m) (East/West Leg)
Northland Dr (Gaetz Avenue to 67 St) Supply Line - includes 600mm tie in for Chiles Area
Area 3 (SE4 & SW4): 750/600mm Trunk from Pump Station to C&E Trail. (Includes 400mm North/South Trunk)
Reservoir N of 11A
Queens Supply Line (Hwy 11A) (750mm) from Pump Station to tie-in East of Hwy 2. (Includes cost of Booster Pump)
Hwy 2A Trunk (600/450mm) from Pump Station to Twp Rd 391- East. (Includes East/West leg at the end)
Area 2: Water Trunk (SE8) (500mm) along Rge Rd 274 from Twp Rd 391 to CP Rail (City Limits)
East of 20th Avenue
Area 1: Supply line (WTP-38 & 39 to 42)
Area 1: East Hill Pump Station & Reservoir
Water Treatment Plant Pumps Upgrades - upgrade high lift pumps from 350hp to 900hp
Area 3 (SW25): 20 Avenue Trunk Mains from 67 St to 800m North of 20 Ave
Area 3 (NW25): 20 Avenue Trunk Mains from 800m north of 20 Ave to 1600m north
Area 1 & Area 2 (SE35 & SW35): 750mm Trunk
Area 3 (SW25 & NW25): 600/450mm Trunk
Area 3 (SW25 & NW25): 500mm Trunk
Development East of Pump Station & East of Area 4
Area 4 (NW24): 600mm East Trunk from Pump Station plus 500mm North/South Trunk
Area 5, 6 & 7 (SW24, NW13 & SW 13): 20 Ave Trunk
Area 6 (NE13): 500/400mm Trunks
Area 10 & Area 12 (SE11 & SW11): 400/500mm Trunks
Area 11 (NE11): 450/500 Trunks
South Reservoir
Supply line to South Reservoir
Debenture Repayments

**I.2 Total Applicable Area**

Service basin has 2,203 ha remaining of applicable lands



### 1.3 Total Charge Per Hectare

Total applicable fee to subdivision and development is \$14,812/ha.

= \$14,107 × 5.0%

(2016 Rate increased by 5.0%)

## 2. Sanitary Trunk

### 2.1 Required Sanitary Trunk Projects

Total amount to be recovered for remaining sanitary trunk projects within the service basin is  
\$74,208,362

Consisting of the projects within the boundary as shown on Schedule A, itemized as follows:

Hwy 11A Sanitary Trunk Extension (59-60)
Sanitary Model Update
North of Hwy 11A
Area 1: Sanitary Trunk (SE5) (800m)
Area 2: Sanitary Trunk (North 1/2 of 3 & NE4)
Area 3: Sanitary Trunk (NE 4) (400 m)
Sanitary Trunk (NE3) - adjacent to Hwy 2A, connecting shared Regional Line to the area (City Snow Site)
East of 20th Avenue
Area 1: Trunk Mains from 20 Ave to 30 Ave
Area 2: Lift Station & Trunk Mains from Northland Drive North (1600m)
Area 3: Trunk Mains from Northland Drive to 67 St
Area 4: Trunk Mains from 67 St to South Quarter Line (800m)
Area 5: Trunk Mains from Quarter Line to 55 St
Area 6: Trunk Mains from 55 St to Ross St
Area 7: Trunk Mains from Ross St to 39 St
Area 8: Lift Station, Trunk Mains and temporary tie-in to SRD Force Main
Area 10: Lift Station, Trunk Mains and temporary tie-in to SRD Force Main
Force Main from 19 St to 39 St and tie-in to Lift Station in Area 8 & Area 10
Debenture Repayments

### 2.2 Total Applicable Area

Service basin has 2,200 ha remaining of applicable lands

### 2.3 Total Charge Per Hectare

Total applicable fee to subdivision and development is \$31,889/ha.

= \$30,370 × 5.0%

(2016 Rate increased by 5.0%)



### 3. Storm Trunk

#### 3.1 Required Storm Trunk Projects

Total amount to be recovered for remaining storm trunk projects within the service basin is \$58,764,160

Consisting of the projects within the boundary as shown on Schedule A, itemized as follows :

Hazlett Lake Stormwater Management Study / Monitoring
Queens Business Park (QBP) (NW25) Trunk (94-95)
QBP (NW25) Pond I6
East Hill Central (EHC) - Timberlands East (NE 23) - Pond D3
East Hill North (EHN) - (NE 27) Pond H6 & Trunk (79-80)
EHN - (SE 27) Pond H3
EHN - North of 67 St. (SW27) - Pond H7 + Trunk (76-84)
EHN - (N26) Northland Dr - Trunks (81-83)
EHN - (NE26) - Pond H4
Sunnybrook (SE4) - Pond C6 & Trunks (46 - 47)
Sunnybrook (NE4) Bower quarter - Pond B4 & Trunks (41-40)
Sunnybrook (NE4) Bower quarter - Pond B3 & Trunks (42-43)
Debenture Repayments
<b>North of Hwy 11A</b>
Area 1: Hazlett Lake - Overflow Drainage Route Improvements
Area 2/3: Hazlett Lake Trunk & Outfall at Red Deer River (2400m)
Area 2 (NW4 & SE9): Trunks East of Hazlett Lake (800m)
Area 3 (SE & NE4): Storm Ponds(2) & Trunk (700m)
Area 2 (SW9 & SE8): Trunk (800m)
Phase 2 (SW10): Trunk (800m)
Area 1 (NE5): Storm Pond
Area 1 (SE5): Storm Pond
Area 1 (SW4): Storm Pond
Area 3 (SW4): Storm Pond
Phase 2 (SW3): Storm Pond
Phase 2 (SE3): Storm Pond
Phase 2 (NE3): Storm Pond
Phase 2 (NE3): Storm Pond
Phase 2 (NE3): Storm Pond
Area 2 (NW4): Storm Pond
Area 3 (SE9): Storm Pond
Area 2 (SW9): Storm Pond
Area 2 (SE8): Storm Pond



<b>East of 20th Avenue</b>
Area 1 (S35): Storm Pond(1)
Area 1 (S35): Trunk Mains
Area 2 (E34 & W35): Storm Ponds(2)
Area 2 (E34 & W35): Outfall & Trunk Mains
Area 3 (W25): Storm Ponds(2)
Area 3 (W25): 20 Ave Trunk Mains
Area 3 (W25): East/West Trunk Mains
Area 4 (NW24): Storm Pond(1)
Area 4 (NW24): 20 Ave Trunk Mains
Area 4 (NW24): 67 St Trunk Mains
Area 5 (SW24): Storm Pond(1)
Area 5 (SW24): 20 Ave Trunk Mains
Area 5 (SW24): 55 St/Hwy 11 Trunk Mains
Area 6 (N13): Storm Ponds
Area 6 (N13): 20 Ave Trunk Mains & Ross St Trunk Mains
Area 7 (S13): Storm Ponds(2)
Area 7 (S13): 20 Ave Trunk Mains
Area 7 (S13): 39 St Trunk Mains
Area 8 (W12): Storm Ponds(2)
Area 8 (W12): 20 Ave Trunk Mains
Area 8 (W12): 19 St Trunk Mains
Area 8 (W12): Pond Trunk Mains
Area 9 (E12): Storm Ponds(2)
Area 9 (E12): Trunk Mains
Area 10 (W1): Storm Ponds(2)
Area 10 (W1): Trunk Mains
Area 11 (NE1): Storm Pond(1)
Area 12 (SE1): Storm Pond(1)
Area 12 (SE1): Trunk Mains

### 3.2 Total Applicable Area

Service basin has 2,200 ha remaining of applicable lands

### 3.3 Total Charge Per Hectare

Total applicable fee to subdivision and development is \$69,691/ha.

= \$66,372 × 5.0%

(2016 Rate increased by 5.0%)



#### 4. Major Thoroughfare

##### 4.1 Required Major Thoroughfare Projects

Total amount to be recovered for remaining major thoroughfare projects within the service basin is \$419,367,168

Consisting of the projects within the boundary as shown on Schedule A, itemized as follows:

##### Roadway Projects

West QEII Business Park (NE35) Phase 3 - Divided arterial roadway construction (N to S) Includes Hwy 11A rdwy & intersection improvements at 80 Ave.
West QEII Business Park (NE35) Phase 4 - Divided arterial roadway construction (N to S)
West QEII Business Park (SE35) Phase 5 - Undivided arterial roadway construction (E to W)
West QEII Business Park (SW36) Phase 6 - Undivided arterial roadway construction (N to S)
West QEII Business Park (SE35) Phase 7 - Undivided arterial roadway construction (E to W)
West QEII Business Park (NW25) Phase 8 - Divided arterial roadway construction (N to S)
67 St from Quarter Line to 20 Ave - 2 lane (upgrade 2 lane rural cross section to 2 lane urban cross section) includes intersectional upgrades west of quarter line.
67 St from Quarter Line to 20 Ave - upgrade 2 lane urban cross section to 4 lane arterial
32 St (Daines Av to 20 Av) - 4 Lanes - Design and Pregrading '17
19 Street (30 Ave to 20 Ave) - 4 Lane - Quarter line to 20 Ave in 2028+
19 St / 30 Avenue Intersection Improvements - Design & Const in 2028+
Northland Drive - Gaetz Ave to 49 Ave
CN & River Bridges
Northland Drive - 2 lane 49 Ave to 78 St Crescent
Northland Drive - 2 lane 78 St Crescent to 30 Ave
30 Avenue from Northland Drive to 67 Street - upgrade 2 lane urban to 4 lane
Northland Dr from Hwy 2 to Taylor Dr - 4 lanes (Design)
Northland Dr from Taylor Dr to Gaetz Ave - 4 lanes (anticipated funding 100% AT)
CP Rail Overpass (Hwy 11A between Taylor Dr & Gaetz Avenue)
20 Avenue from 55 St to 32 St - 2 lanes
20 Avenue from 67 St to 400 m North of 55 St - 2 lanes
20 Avenue 400 m North of 55 Street to 55 Street - 2 lanes
20 Avenue from 32 St to 19 St - 2 lanes
Northland Drive - (30 Ave to 20 Ave) - 2 lanes
Debenture Repayments
<b>North of Hwy 11A</b>
Area 1: Taylor Drive (Hwy 11A to stn 0+600) - 4 lane arterial
Area 1: Taylor Drive (stn 0+600 to stn 1+000) - 4 lane arterial
Area 2: Taylor Drive (stn 1+000 to 1+600) - 4 lane arterial
Area 2: Taylor Drive (stn 1+600 to 2+000) - 2 lane arterial
Area 3: Southern East / West Arterial - 4 lanes (1.2 km)
Area 3: Future Northern East / West Arterial - 4 lanes (1.8 km)
Road 6: Taylor Drive / Hwy 11A Intersection Improvements in 2025. Construction of Interchange (2028+)
Road 7: Hwy 2A Interchange (North side) (2028+)



<b>East of 20th Avenue</b>
Area 2: 30 Avenue North of Northland Drive (NLD) - 2 lanes
Area 4: 67 Street East of 20 Ave - 4 lanes (400 m)
Area 5: NLD from Gaetz Ave to 67 St - 2 to 4 lanes
Area 6: Ross Street from 20 Ave to 10 Ave first 2 lanes in 2018-East 580 m & 2028+ construct balance of rdwy East to 10 Ave (1000 m)
Area 8: 32 Street from 20 Ave to East quarter line - first 2 lanes (900 m) (2028+)
Area 8: 20 Avenue from 67 St to 32 St - 2 to 4 lanes (4000 m) (2028+)
Area 9: 32 Street from East quarter line to 10 Ave - 2 lanes (900 m) (2028+)
Area 10: 22 Street from 20 Ave to East quarter line - 2 lanes (900 m) (2028+)
Area 10: 20 Avenue from 32 St to 19 St - 2 to 4 lanes (2028+)
Area 10: 19 Street from 20 Ave to 400 m East - 4 lanes (2028+)
Area 11: 22 Street from East quarter to 10 Ave - 2 lanes (900 m) (2028+)
Area 12: 19 Street from 400 m East of 20 Ave for 800 m - 4 lanes (2028+)
NLD Drive - Gaetz Ave to 67 St - 6 lanes (5600 m) (2028+)
NLD Drive - 67 St to 39 St - 6 lanes (3200 m) (2028+)
NLD Drive - 39 St to 19 St - 6 lanes (3200 m) (2028+)
Interchanges at 32 Street and 19 Street (2028+)
Interchange at Gaetz Ave / Hwy 11 A (Not included as part of North of 11A) (2028+)

#### 4.2 Total Applicable Area

Service basin has 2,024 ha remaining of applicable lands

#### 4.3 Total Charge Per Hectare

Total applicable fee to subdivision and development is \$110,181/ha.

= \$104,934 × 5.0%

(2016 Rate increased by 5.0%)



Strikethrough Version
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**BYLAW NO. 3549/2015**

Being a Bylaw of The City of Red Deer to provide a uniform levy of off-site costs in respect of previously undeveloped land.

- I WHEREAS pursuant to provisions of Section 648 of the Municipal Government Act, The City may by bylaw:
  - a) Provide for the imposition and payment of a levy to be known as an "off-site levy" in respect of land that is to be developed or subdivided, and
  - b) Authorize an agreement to be entered into in respect of the payment of the levy.
- 2 An off-site levy may be used only to pay for all or part of the capital cost of any or all of the following:
  - a) New or expanded facilities for the storage, transmission, treatment, or supplying of water;
  - b) New or expanded facilities for the treatment, movement, or disposal of sanitary sewage;
  - c) New or expanded storm sewer drainage facilities;
  - d) New or expanded roads required for or impacted by a subdivision or development;
  - e) Land required for or in connection with any facilities described in clauses (a) to (d);

**COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:**

- 3 This bylaw may be cited as "The Off-Site Levy Bylaw".

- 4 Definitions:

For the purpose of this bylaw:

- I) "Development" shall mean:
  - a) a change of use of land, or an act done in relation to land that results in or is likely to result in a change in the use of the land, or
  - b) a change in the intensity of the use of land or an act done in relation to land that results in, or is likely to result in, a change of the intensity of the use of the said land.



- 2) "Gross Development Area" means each and every hectare or part thereof as shown on the Plan of Subdivision for a development which has been approved by the Municipal Planning Commission, including any area which may be dedicated for roads, lanes, walkways, parks, reserve parcels, schools, or any other public use.
- 3) "Net Development Area" means the area remaining after the deletion of the following lands (deemed undevelopable) from the Gross Development Area:
  - a) previously developed lands for which off-site levies have already been paid;
  - b) expressway and arterial road right of ways as defined by The City;
  - c) Environmental Reserves as defined in the Municipal Government Act (e.g. native wetlands, rivers, creeks, lakes, ravines, steeply sloped areas);
  - d) major tree stands that are identified by the City for preservation and are in excess of the 10% municipal reserve dedication required by the MGA;
  - e) The power transmission right of way and facilities (e.g. substations) extending across the city. Parts of these lands that are subdivided from the right of way for development purposes would not be excluded from the Gross Development Area;
  - f) North East High School site (SW 26-38-27 W4) and accompanying recreation areas;
  - g) Oil and gas line rights-of-ways and / or facilities operated by the same company;
  - h) Railway rights-of-way.
- 4) "Trunk Water" means an existing or proposed water main; generally having an internal diameter of 350 mm or greater, complete with related pumping and storage facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Water Off-site Levy rate.
- 5) "Trunk Water Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Water facilities identified on Schedule ~~"A" and "E"~~ "B" less the Water Off-site Levy revenues collected to date, plus interest on borrowed funds, divided by the Net Development Area within the Basin Boundary identified on Schedule "A".
- 6) "Trunk Sanitary" means an existing or proposed sanitary sewer; generally having an internal diameter of 375 mm or greater, or having a depth of cover greater than 6.0 m, complete with related pumping facilities; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Sanitary Off -site Levy rate.



- 7) "Trunk Sanitary Off -site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Sanitary facilities identified on Schedule ~~"B" and "E"~~ "B" less the Sanitary Off-site Levy revenues collected to date, plus interest on borrowed funds, divided by the Net Development Area within the Basin Boundary identified on Schedule ~~"B"~~ "A".
  - 8) "Trunk Storm" means an existing or proposed storm sewer; generally defined as having an internal diameter of 1,200 mm or greater, as well as storm water storage facilities and associated outlet piping; that has been designated by The City as a trunk facility, the cost of same having been included in the calculation of the Storm Off-site Levy rate.
  - 9) "Trunk Storm Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Trunk Storm facilities identified on Schedule ~~"C" and "E"~~ "B" less the Storm Off-site Levy revenues collected to date, plus interest on borrowed funds, divided by the Net Development Area within the Basin Boundary identified on Schedule ~~"C"~~ "A".
  - 10) "Major Thoroughfare" means an existing or proposed expressway, divided or undivided arterial roadway, including the land for right of way, storm drainage, traffic signals, and street lighting, that has been designated as a major thoroughfare by The City; the cost of same having been included in the calculation of the Major Thoroughfare off-site levy rate.
  - 11) "Major Thoroughfare Off-site Levy Rate" means the amount to be assessed per hectare of developable land; the calculation of which is based on the actual or estimated cost of the Major Thoroughfare facilities identified on Schedule ~~"D" and "E"~~ "B" less the Major Thoroughfare Off- site Levy revenues collected to date, plus interest on borrowed funds, divided by the Net Development Area within the Basin Boundary identified on Schedule ~~"D"~~ "A".
- 5 That effective January 1, ~~2015~~ 2018, The City of Red Deer hereby levies an off-site levy upon all land within The City boundaries to be subdivided or developed within the areas described below and calculated as follows:
- 1) In all the area outlined in the attached Schedule "A", the sum of ~~\$14,812~~~~\$14,107~~ per hectare for each hectare or part thereof within the Net Development Area for Trunk Water Infrastructure (the "Trunk Water Off-site Levy Rate").
  - 2) In all the area outlined in the attached Schedule ~~"B"~~ "A", the sum of ~~\$31,889~~370 for each hectare or part thereof within the Net Development Area for Trunk Sanitary Sewer Infrastructure (the "Trunk Sanitary Off - site Levy Rate").
  - 3) In all the area outlined in the attached Schedule ~~"C"~~ "A", the sum of ~~\$69,691~~66,372 for each hectare or part thereof within the Net Development Area for Trunk Storm Sewer Infrastructure (the "Trunk Storm Off-site Levy Rate").



- 4) In all the area outlined in the attached Schedule ~~"D"~~ "A", the sum of \$~~110,181+04,934~~ for each hectare or part thereof within the Net Development Area for Major Thoroughfares (the "Major Thoroughfare Off-site Levy Rate").
- 6 Service Basin areas lying beyond City limits are used for purposes related to calculation of Off Site Levy rates only. Off-site Levies shall not apply to areas beyond The City's jurisdiction.
- 7 All levies imposed under this bylaw shall be in addition to the fee payable for development permits or building permits, and shall be paid to The City following approval of a subdivision plan and prior to the issuance of a development permit or a building permit, as the case may be.
- 8 Off-site levies imposed and collected under Bylaw 3498/2013 shall be deemed to have been imposed and collected under this Bylaw.
- 9 Bylaw 3498/2013 is hereby repealed.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2015.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2015.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2015.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2015.

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MAYOR

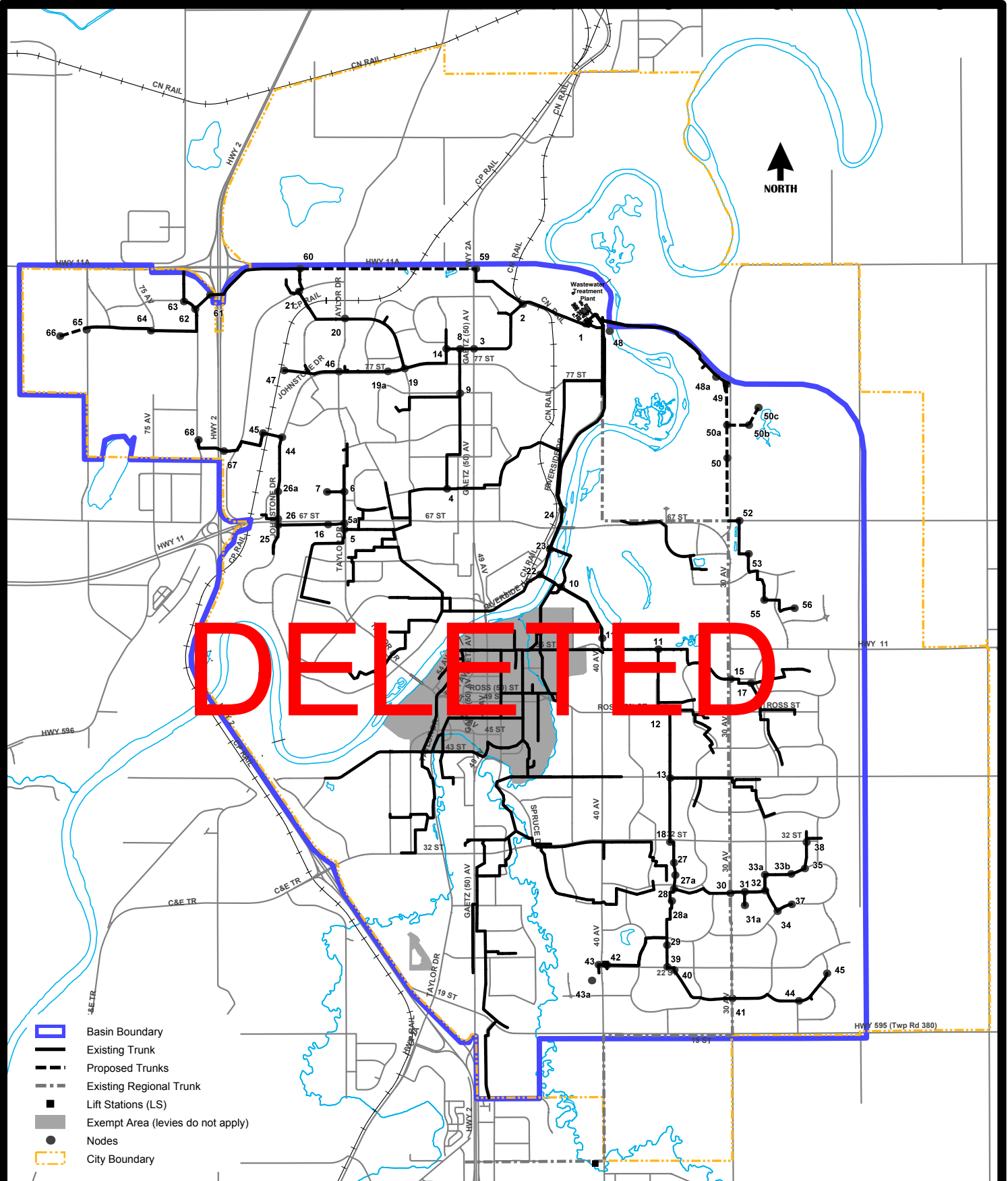
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CITY CLERK

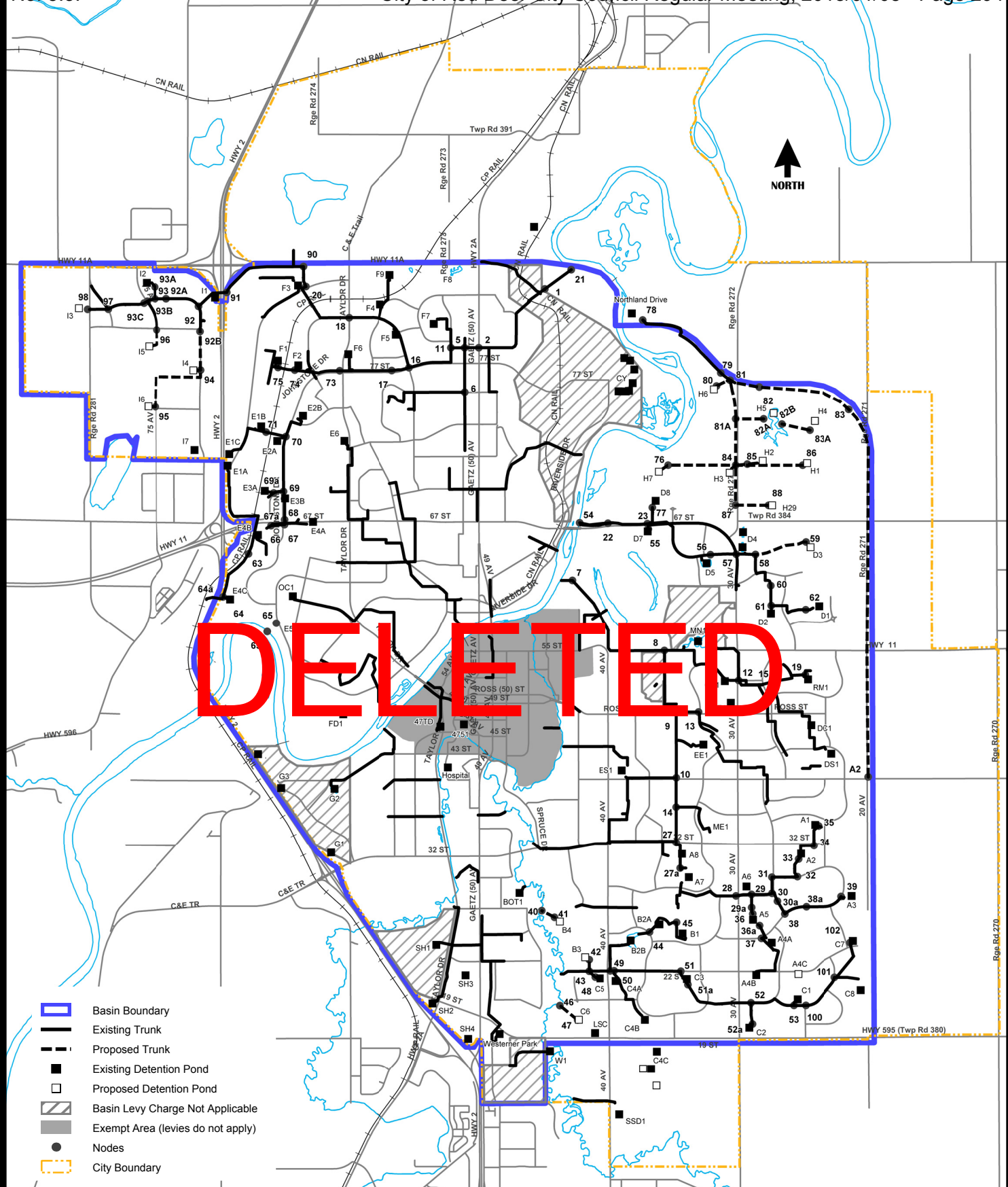




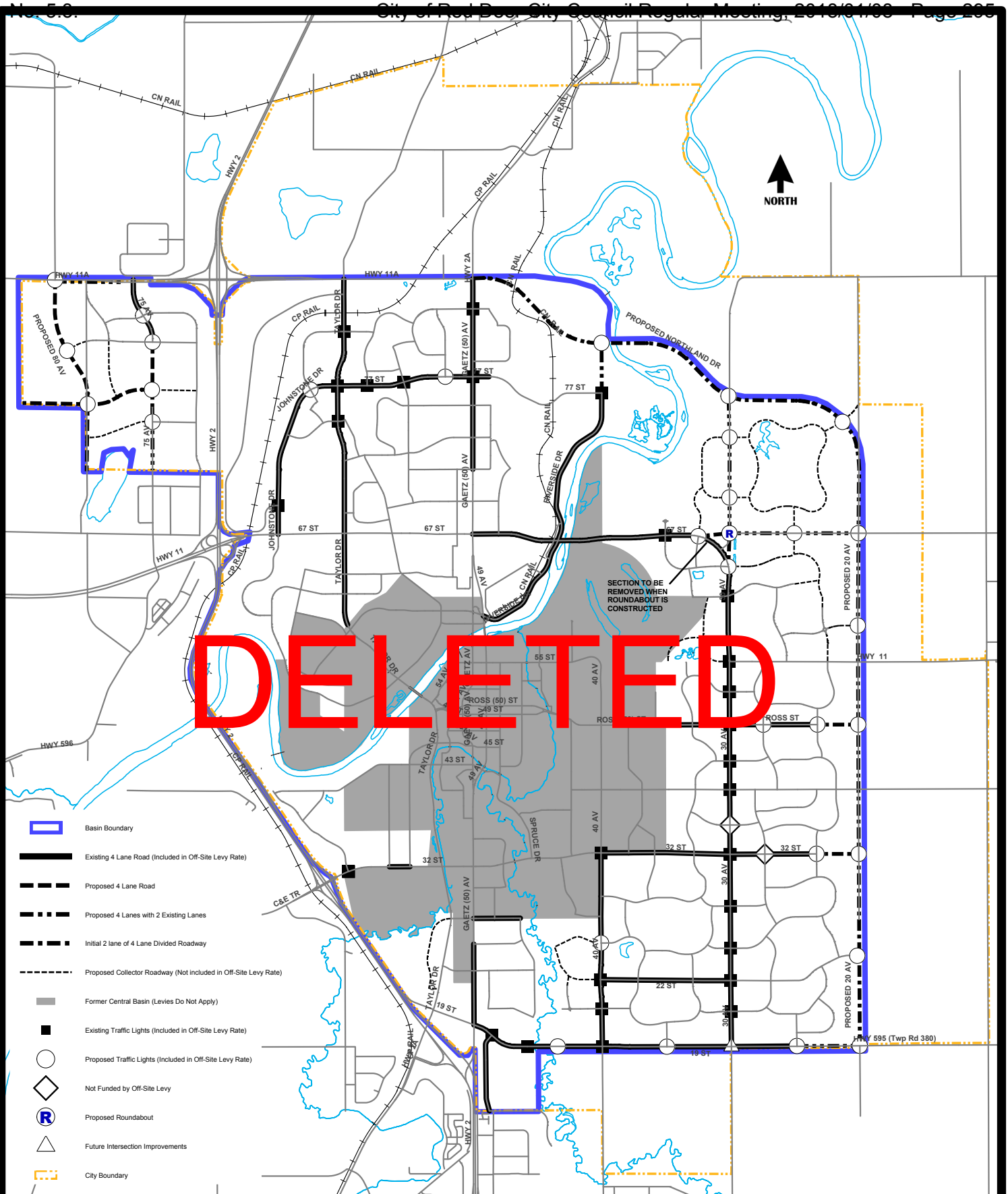
















Council Decision – January 8, 2018

**DATE:** January 10, 2018  
**TO:** Wayne Gustafson, Engineering Services Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Proposed 2018 Off-Site Levy Rates  
Off-Site Levy Bylaw Amendment 3549/A-2018

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**Reference Report:**

Engineering Services, dated January 8, 2018

**Bylaw Reading:**

At the Monday, January 8, 2018 Regular Council Meeting, Council gave first reading to the following bylaw:

**Bylaw 3549/A-2018** (an amendment to the Off-Site Levy Bylaw to provide a uniform levy of off-site costs in respect of previously undeveloped land).

**Report back to Council:**

Yes. This bylaw will come back for consideration of second and third reading at the Monday, January 22, 2018 Regular Council Meeting.

**Comments/Further Action:**

None.

A handwritten signature in blue ink, appearing to read 'F. McDougall'.

Frieda McDougall  
Manager

c. Director of Development Services





December 13, 2017

Government of Canada Building  
Bylaw 3357/DD-2017  
Consideration of Second and Third Readings

Legislative Services

**Report Summary & Recommendation:**

---

**Summary:**

The attached report is being brought forward from the Monday, November 27, 2017 City Council meeting.

**Recommendation:**

That Council considers second and third readings to Land Use Bylaw Amendment 3357/DD-2017.

**Background:**

Council gave first reading to Bylaw 3357/DD-2017 (an amendment to the Land Use Bylaw to remove the HS Historical Significance designation of the Government of Canada Building located at 4909-50 Street (Lots 20-29, Block 18, Plan H) and to identify the site within the HP Historic Preservation Overlay district in compliance with Ministerial Order 03/16 designating the building as a Provincial Historic Resource (PHR))

In accordance with Section 606 of the Municipal Government Act, this Land Use Bylaw Amendment was required to be advertised for two consecutive weeks. An advertisement was placed in the Red Deer Advocate on December 1 and December 8, 2017. A Public Hearing will be held on Monday, January 8, 2018 at 6:00 p.m. during Council's regular meeting.

**Proposed Resolution:**

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That Bylaw 3357/DD-2017 be read a second and third time.





November 8, 2017

Originally Submitted to the  
November 27, 2017 Council  
Meeting

## **Government of Canada Building**

Bylaw to Designate Government of Canada Building, 4909 50 Street, within the HP – Historical Preservation Overlay District

Land Use Bylaw 3357 / DD – 2017

Planning Department

### **Report Summary & Recommendation:**

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The purpose of this amendment is to remove the HS Historical Significance designation of the Government of Canada Building located at 4909 50 Street (Lots 20-29, Block 18, Plan H) and to identify the site within the HP Historic Preservation Overlay district in compliance with Ministerial Order 03/16 designating the building as a Provincial Historic Resource (PHR).

Administration recommends Council support the LUB Amendment 3357 / DD – 2017.

### **City Manager Comments:**

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I support the recommendation of Administration. If first reading of Bylaw 3357/DD-2017 is given, a Public Hearing would then be advertised for two consecutive weeks to be held on January 8, 2018 at 6:00 p.m. during Council's regular meeting.

Craig Curtis  
City Manager

### **Proposed Resolution**

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That Bylaw 3357/DD-2017 be read a first time.



## Report Details

### Rational for Recommendation:

#### 1. The bylaw is an administrative amendment

The Minister of Culture and Tourism has previously designated the site as a Provincial Historical Resource (PHR); this bylaw will provide consistency and clarity between the two levels of government.

#### 2. No concerns have been raised by landowners within the area

The application was referred to landowners within 100m of the site, no comments were submitted.

#### 3. Administration supports the application

The application was referred to several City departments, no concerns were raised.

### Discussion:

The Minister of Culture and Tourism has ordered the Government of Canada Building previously known as the Old Post Office/Federal Building, located at 4909 50 Street, be designated as a Provincial Historic Resource (PHR). To reflect this designation a Land Use Bylaw amendment is required to remove the parcel from the City's HS Historical Significance Overlay District and incorporate in it the HP Historical Preservation Overlay District.

#### Context Map





Site Map

Subject Site

Provincial Historic Resource (PHR) Designation

Section 20 of the Historical Resources Act (R.S.A. 2000) empowers the Minister of Culture and Tourism to designate and protect PHR's. To qualify for this level of designation, historic places must normally:

- Be associated with an important aspect of Alberta's natural or human history
- Be of outstanding provincial significance
- Be situated in their original location
- Retain the physical site features necessary to convey their significance

Owners of PHR's are obligated under the Act to be good stewards of their heritage properties. No person can destroy, disturb, alter, restore, repair or remove any historic objects from a PHR without approval in writing from the Minister of Culture and Tourism. However, PHR's can be and often are altered for a number of valid reasons if such actions do not disturb or destroy the significant heritage fabric of the site.

The designation as a PHR ensures that these sites will be sensitively and responsibly administered and remain cultural treasures for future generations.

HS District Vs. HP District

The HP District's purpose is to maintain the historical character of an area whereas the HS District is intended to promote community awareness of historically significant sites or buildings. While it is not the intent that buildings or properties within the HS District will later be designated as Municipal, Provincial, Registered, or Federal Heritage resources it is possible.

In the event that an HS property is designated as a Municipal, Provincial, Registered, or Federal Heritage resource it is the intent that such a shift would occur only with



the agreement of the owner. In this case the City is changing the designation from HS District to HP District based on Ministerial Order and landowner consent.

#### Dialogue

The application was circulated to landowners within 100m of the property and to various City departments for comment. No comments or concerns were received.

#### **Attachments**

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1. Land Use Bylaw Amendment 3357/DD-2017
2. Alberta Government Services Land Title
3. Government of Canada Building Statement of Significance
4. Historical Photos of Site
5. HS Historical Significance Overlay District
6. HP Historical Preservation Overlay District



# **Attachment I**

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**Land Use Bylaw Amendment 3357/DD-2017**



**BYLAW NO. 3357/DD-2017**

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3357/2006 is hereby amended as follows:

- 1 The tabled entitled Inventory of Historical Significant Resources row HS-48 contained in section 7.6(2) is hereby amended as follows:

<b>Property Number</b>	<b>Building or Site</b>	<b>Municipal Address</b>	<b>Legal Description</b>	<b>Designation</b>
HS-48	DELETED			

- 2 The listing of Historical Preservation Buildings and Sites as contained in section 7.5(3) is hereby amended to reflect the designation of the Government of Canada Building as a Provincial Historic Resource.

<b>Property Number</b>	<b>Building or Site</b>	<b>Municipal Address</b>	<b>Legal Description</b>	<b>Designation</b>
HP-20	Government of Canada Building	4909 50 Street	Lots 20-29, Block 18, Plan H	Provincial

- 3 The "Land Use District Map M15" and "Land Use Constraint Map M15" contained in "Schedule A" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 24/2017 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2017.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2018.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2018.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2018.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK



## Schedule "A"


**Proposed Amendment to Land Use Bylaw 3357/2006**




## **Attachment 2**

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Alberta Government Services Land Title





## LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0034 178 327	H;18;20-29	092 464 996

## LEGAL DESCRIPTION

PLAN H  
 BLOCK 18  
 LOTS 20 TO 29 INCLUSIVE  
 EXCEPTING THEREOUT-ALL THAT PORTION OF LOT 29  
 WHICH LIES WEST OF A LINE DRAWN FROM A POINT ON THE NORTH  
 BOUNDARY OF THE SAID LOT 0.25 FEET EASTERLY FROM THE  
 NORTH WEST CORNER THEREOF TO A POINT ON THE SOUTH BOUNDARY OF  
 THE SAID LOT 0.17 FEET EASTERLY FROM THE SOUTH WEST CORNER THEREOF  
 EXCEPTING THEREOUT ALL MINES AND MINERALS

ATS REFERENCE: 4;27;38;16;NW  
 ESTATE: FEE SIMPLE

MUNICIPALITY: CITY OF RED DEER

REFERENCE NUMBER: 17S1

-----				
REGISTERED OWNER(S)				
REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
-----				
092 464 996	29/12/2009	SEPARATION - PARCEL		

## OWNERS

HER MAJESTY THE QUEEN IN RIGHT OF CANADA  
 OF C/O PUBLIC WORKS CANADA, 1000-9700 JASPER AVENUE,  
 EDMONTON  
 ALBERTA T5J 4E2

-----		
ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION		
NUMBER	DATE (D/M/Y)	PARTICULARS
-----		
162 085 442	29/03/2016	ORDER HISTORICAL RESOURCES ACT

( CONTINUED )



PAGE 2  
# 092 464 996

TOTAL INSTRUMENTS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN  
ACCURATE REPRODUCTION OF THE CERTIFICATE OF  
TITLE REPRESENTED HEREIN THIS 4 DAY OF  
OCTOBER, 2017 AT 09:43 A.M.

ORDER NUMBER: 33823995

CUSTOMER FILE NUMBER: Heritage LUB



\*END OF CERTIFICATE\*

---

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED  
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,  
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM  
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APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS  
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING  
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



# **Attachment 3**

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## **Government of Canada Building Statement of Significance**



## **Government of Canada Building, Red Deer**

Statement of Significance – Des. 2335



### **Description of Historic Place**

The Government of Canada Building in Red Deer is a two-storey building with a slightly U-shaped footprint. The building is designed in a Classical Moderne style that was common to many mid-twentieth century federal government buildings. Clad in red brick with stone window and door surrounds, stylized pilasters and bands of tall rectangular window openings, the building features a high level of symmetry on its three public facades. The north side main entry is surmounted by large multi-paned windows and the east and west secondary entries are surmounted by the coat-of-arms of Canada. Located at the corner of downtown Red Deer's primary intersection – Ross (50<sup>th</sup>) Street and Gaetz Avenue – the federal building anchors the city's downtown governmental district. It is adjacent to the First World War cenotaph and across Gaetz Avenue from a formal civic park, City Hall, the Public Library and the old Court House building.

### **Heritage Value**

The Government of Canada Building in Red Deer is significant as an excellent example of mid-twentieth century federal government architecture, for its association with the growth of federal government services and programs in the post-war period and for its association with Red Deer's emergence as one of Alberta's primary urban centres.

The Government of Canada Building is an excellent example of the type and style of buildings being designed and built by the federal government's Department of Public Works in the mid-twentieth century. The Government of Canada was establishing similar buildings in other centres



across Canada from the late-1940s to the mid-1950s. Although there was no single standard plan for these buildings, they all featured a high degree of similarity in basic form, design and function. Designed in a simplified Classical Moderne style, these buildings retained their monumental appearance, but did away with the towers, arches and ornamentation that characterized government buildings of previous decades. Instead they focused on function and simplicity,

demonstrated by strong vertical and horizontal lines; simple, stylized pilasters; and repeating, grid-like fenestration patterns. While many of the period's similar federal buildings were clad entirely in stone, the building in Red Deer, like two others in Quebec (Saint-Jérôme and Rimouski), features red brick walls and stone highlights. These contrasting materials further enhance the building's classical pedigree, although in a highly simplified, sleek and modern manner befitting the 1950s, successfully combining a forward-looking appearance and a sense of efficiency with the solidity and monumentality of traditional government building architecture.

The Government of Canada Building was constructed to provide a centralized location for the administration and delivery of Canada's growing social security system. The inter-war and post-war periods saw an expansion of existing national social security programs, such as old-age pensions, veteran's affairs and employment insurance, and the creation of new programs, notably family allowances. To provide local delivery of services and more efficient administration, the federal government combined these programs with other, more established services, such as the post office and the police services, in centralized administrative buildings located in medium-sized cities and regional service centres. Where necessary, such as in Red Deer and about 14 other centres across Canada, substantial, purpose-built government buildings were constructed to accommodate program staff in previously underserved areas. When the building opened in 1951, its main tenants were the Canadian Postal Service, the Royal Canadian Mounted Police and the Employment Insurance Commission, with space also provided for other services and departments, such as the Department of Agriculture, taxation offices, and customs and immigration services. A similar, but smaller federal building was also built in Grande Prairie. The building is an example of how Canada's expanding social security system was managed and delivered across the country and particularly in emerging centres such as Red Deer and Grande Prairie.

The Government of Canada Building in Red Deer replaced a smaller structure built in 1902, demonstrating that Red Deer was emerging as the primary service centre for the region. Since its incorporation as a city in 1913, Red Deer had remained small and lagged behind Alberta's other cities. Over the late-1940s and through the 1950s, Red Deer experienced tremendous growth in population and significance, primarily due to the discovery of oil in regions surrounding the city. The city's population doubled between 1945 and 1950 and nearly quadrupled by 1955. The building's presence in downtown Red Deer serves as tangible recognition of Red Deer's growth and significance.

Source: Alberta Culture and Tourism, Historic Resources Management Branch (File: Des. 2335)

#### **Character-Defining Elements**

Key elements that define the heritage value of the Government of Canada Building in Red Deer include its:

##### **Exterior**

- two-storey form and massing and U-shaped footprint emphasized by the 1968 addition at the southwest corner;



- subdued yet solid and substantial appearance
- coat of arms of Canada over the entrance doors at the two side (east and west) elevations
- red brick construction with white stone (likely Manitoba Tyndall Stone) framing the windows and entryways
- symmetrical arrangement of the main (north-facing) elevation
- large, multi-paned windows above the central entryway on the north elevation
- fenestration pattern of the main and side elevations, specifically the repeating pattern of recessed window openings separated by simplified two-storey pilasters
- overall lack of fenestration, evidence of loading bays and doors and overall utilitarian appearance of the rear (south-facing) elevation

#### Interior

- terrazzo floors in the stairwells and entryways
- polished metal stair rails
- basement floorplan, board-formed concrete walls and ceilings, concrete support pillars and extant original windows with hardware
- basement corridor walls of brick, concrete block and hollow clay tiles, clay tile bearing "Medicine Hat Brick and Tile Co." markings
- carvings and graffiti, including names, dates and offences, made by prisoners on the walls of the former RCMP detainment cells in the basement

#### Landscaping and Location

- the low hedge along the east and north sides of the property
- prominent location at the corner of Ross Street and Gaetz Avenue, the primary intersection in downtown Red Deer
- situation near significant historic structures such as the First World War cenotaph (PHR), the Old Red Deer Court House (PHR) and the Red Deer Armoury/Fire Hall No. 1 (MHR) and as part of a civic district, across Gaetz Avenue from a ceremonial park, the current City Hall and the Public Library buildings



# **Attachment 4**

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## Historical Photos of Site









**Federal Building, 1957, Red Deer & District Archives, N2297 (cropped)**



**View around City Hall, 1951 or 1952, Red Deer & District Archives, P4017**



# **Attachment 5**

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## **HS Historical Significance Overlay District**



## City of Red Deer Land Use Bylaw 3357/2006

HP-19	19. Intermediate School	5205 48 Street	Lot S, Block 36, Plan 802 2591	Municipal
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Note: Provincial and Registered Designations are designations assigned by the Province of Alberta to provincially significant historic resources.

## 7.6 HS Historical Significance Overlay District

### General Purpose

**HS**

This district is intended to promote community awareness of actual or potential heritage and historically significant sites or buildings, and to provide a means whereby identified sites or buildings may be preserved with available and practical means from time to time. This district will provide that an identified site or building of potential historical significance shall not be demolished; or in the case of sites disturbed, until such time as an evaluation of the heritage or historical significance of the site or building has been carried out. The Bylaw encourages but does not require that any renovations undertaken be sympathetic to the historical integrity of the site.

It is not the intent of this Bylaw to set these properties up to later be designated as Municipal, Provincial, Registered, or Federal Heritage resources. In the event that any change of the properties listed within this bylaw to any other heritage designation were proposed, it is the intent that such a shift would occur only with the agreement of the owner. A change in designation would require an amendment to this Land Use Bylaw.

### 1. HS Permitted and Discretionary Uses Table

<b>(a) Permitted Uses</b>	
(i)	Those uses listed as permitted in the underlying use district.
<b>(b) Discretionary Uses</b>	
(i)	The uses listed as discretionary in the underlying land use district, which in the opinion of the Development Authority, will maintain and achieve the general purpose of the District.

### 2. Historical Significance Overlay District Regulations

- (a) <sup>2</sup>All applications for development or demolition of sites listed in section 7.6 (3) (c) shall be forwarded to the Heritage Planner or planning department for comment.

<sup>1</sup> 3357/W-2017

<sup>2</sup> 3357/Q-2007



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City of Red Deer Land Use Bylaw 3357/2006

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- (i) For developments, not involving demolition, the Heritage Planner or planning department will work with the land owner to encourage preservation of the character defining elements that contribute to the historical value of the site.
  - (ii) For developments involving demolition, the owner must give 45 days notice to The City of the proposed demolition. The City will cause an historical evaluation to be carried out by the Heritage Planner or planning department in consultation with relevant expertise. If the building or site is deemed of significant heritage value and a candidate for preservation, the Heritage Planner or planning department will work with the land owner during the 45 day period in an effort to preserve the building and/or site. The Heritage Planner or planning department will make appropriate recommendation to the Development Officer. If the owner and the Development Officer are unable to reach an agreement, once the 45 day notice period has expired, this bylaw will no longer prevent demolition of the building or disturbance of the site.
- (b) The Development Officer may waive or reduce the 45 day review period, based upon advice received from the Heritage Planner or planning department, in the following circumstances:
- (i) if the building or site is deemed not of significant heritage value or not a suitable candidate for preservation; or
  - (ii) in the case of an emergency situation requiring immediate demolition.

## Inventory of Historical Significant Resources

Property Number	Historical Site Designation Building	Street Address	Legal Description
HS - 1	A20 Army Camp Motor Pool Building and Cormack Gardens Currently Red Deer Armory	4402 - 55 <sup>th</sup> Street	Parcel C, Plan 837 H.W.
HS - 3	Bank Manager's Residence	4742 - 56 <sup>th</sup> Street	Lot 12, Block C, Plan K1
HS - 4	Bawtinheimer Garage	4925 - 48 Street	Lot 12 (part ) 13, Block 20, Plan K.
<sup>1</sup> HS - 5	DELETED		

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<sup>1</sup> 3357/E-2016



## City of Red Deer Land Use Bylaw 3357/2006

Property Number	Historical Site Designation Building	Street Address	Legal Description
HS - 6	Bower Barn Gothic Roof Barn Sunnybrook Farm	4701 - 30 <sup>th</sup> Street	Lot 3, Block 14 Plan 4436 TR.
HS - 7	Bower Residence	4701 - 30 <sup>th</sup> Street	Lot 3, Block 14 Plan 4436 TR.
HS - 8	Buffalo Hotel	5031 Ross Street	Lots 6-10, Block 10, Plan H
HS - 9	Capitol Theatre	4924 Ross Street	Lot 8-9, Block 17, Plan H
HS - 10	Central Alberta Dairy Pool (CADP) Building Condensery	5410 Gaetz Ave	Lot 45, Block 12, Plan 972 0467
<sup>1</sup> HS-11	DELETED	DELETED	DELETED
HS - 12	Cole/G.W. Smith Residence	5142 - 44 <sup>th</sup> Street	Lot 15, Block 1, Plan 6077 HW
HS - 13	Dawe Residence	4124 - 52 <sup>nd</sup> Street	Lots 8 & 9, Block 12, Plan 3586AE
HS - 14	Drill Hall #1 (Red Deer Public School Maintenance Shop)	4230 - 58 Street	Lot D1, Plan 4154 R.S.
HS - 15	Drill Hall #2 (Red Deer Memorial Centre)	4214 - 58 <sup>th</sup> Street	Lot E, Plan 3962 H.W.
HS - 16	Eaton's Store (former)	4807 Gaetz Ave	Lots 3 - 8, Block 19, Plan H
HS - 17	Eilertson Sculpture (Victory Park)	4540 Ross Street	Part Lot X, Plan 4900
<sup>2</sup> HS - 18	DELETED		
HS - 19	Fallow Residence	12 Howarth St. Close	Lot 9A, Block E, Plan 4387 R.S.
HS - 20	Freytag Tannery Site	5616 Kerry Wood Drive	Block 11, Plan 3331 AJ
HS - 21	F.W. Galbraith Residence	5810 - 45 <sup>th</sup> Ave	Lot 1, Block 5, Plan 961 H.W.
HS - 22	Gaetz Manufacturing Building	4840 - 51th Street	Lots 1 & 2, Block 29, Plan K
HS - 23	Gaetz Memorial United Church	4758 Ross Street	NW ¼, 16-38-27-4 and Lot 1, Block 37 Plan 6275 H.W.

<sup>1</sup> 3357/A-2010<sup>2</sup> 3357/E-2016



## City of Red Deer Land Use Bylaw 3357/2006

Property Number	Historical Site Designation Building	Street Address	Legal Description
<sup>1</sup> HS - 24			
HS - 25	Greene Block	5001 Ross Street	Lots 18 – 19, Block 10, Plan H
HS - 26	Hallman Residence	4617 - 48 <sup>th</sup> Street	Lot 32-33, Block C, Plan K8 (excluding E 10' of Lot 32)
HS - 27	Hamilton Block	5211 Gaetz Ave	Lots 5 & 6, Block 15, Plan K
HS - 28	Heritage Square	4600 Block 47 <sup>th</sup> Avenue	Lot 1, Block C, Plan 842-2092
HS - 29	Huestis Residence	5201 - 47 <sup>th</sup> Ave	Lots 9-11, Block N Plan 6901 R
HS - 30	J. Weddell Residence	4532 Waskasoo Cres.	Lot 40, Block 2, Plan 872 2544
HS - 31	Johnstone Residence	5509 - 48A Ave	Lot B, Block A, Plan 1995 ET
HS - 32	La France Residence	4922 - 55 <sup>th</sup> Street	Lots 5 & 6, Block 2, Plan 7075 A.E.
HS - 33	MacKenzie/Ellis Residence	5343 - 46 <sup>th</sup> Ave	Lot 10A, Block G, Plan 1500 R.S.
HS - 34	Maple Leaf Block	5020 Gaetz Ave	Lot 17, Block 11, Plan 795 HW
HS - 35	McGregor Parson's Residence	5140 - 43rd Avenue	Lot 12, Block 14, Plan 6393 MC
HS - 36	McLean Residence	4123 Ross Street	Lot 8, Block 3A, Plan 3288 K.S.
HS - 37	Meredith Residence	4 Howarth St. Close	Lot 10, Block E, Plan 5746 AH
HS - 38	Mitchell & Jewell Building	4812 Gaetz Ave	Lot 16, Block 9, Plan H
HS - 39	William Moore Residence	5555 - 45th Ave	Lot 8, Block A, Plan 955 M.C
<sup>2</sup> HS - 40	Deleted		
HS - 41	Nachtman Residence	4630 - 45th Street	Lot 9, Block E, Plan 3591 P
HS - 42	New Life Tabernacle Church (Pentecostal Church of the Nazarene)	4801 - 48th Street	Lots 21-22, Block 25, Plan K
HS - 43	The Old Mill/Hayhoe Building	5028 Gaetz Ave	Lot 18, Block 11 Plan 795 HW
HS - 44	Payne Residence	4634 - 49th Street	Lots 5 - 8, Block A, Plan K-8
HS - 45	Pettepher Residence	5045 - 45th Ave	Lots 3 & 4, Block 1, Plan K9

<sup>1</sup> 3357/M-2015<sup>2</sup> 3357/W-2010



## City of Red Deer Land Use Bylaw 3357/2006

Property Number	Historical Site Designation Building	Street Address	Legal Description
HS – 46	Piper Creek/ Twilight Lodge	4820 - 33rd Street	Lot 2, Block 8 Plan 1621 NY
HS – 47	Pollock Residence	4629 - 46th Street	Lots 37-40, Block E, Plan 3591 P
HS – 48	Old Post Office/ Federal Building	4909 Ross Street	Lots 20-29, Block 18, Plan H
HS – 49	Prairie Business	5032 Gaetz Ave	Lots 19-21, Block 11, Plan 795 HW South 20' of 21
HS – 50	Old Provincial Building	4935 - 51st Street	Lots 38 & 39, Block 17, Plan H
HS – 51	Raymond Gaetz Residence	4763 - 56th Street	Lot 30, Block A, Plan 647 K.S.
HS – 52	Red Deer Bottling Co.	4601 Gaetz Ave	Lot 27, Block 21, Plan 962 3342
HS – 53	Red Deer College Arts Centre	5700 - 32nd Street	Lot 3, Plan 812 2461
HS – 54	A.H. Russell Residence	5938 - 45th Ave	Lot 1 & 2, Block 3, Plan 1292 A.0
HS – 55	Scott Block/Old Horsley's Hardware	4816 - 4818 Gaetz Avenue	Lot D, Block 9, Plan 1323 KS
HS – 56	Simpson Residence	5820 - 45th Ave	Lot 2, Block 5, Plan 961 H.W
HS – 57	St. Mary's Roman Catholic Church and Parish Hall	6 McMillan Ave	Lot 1A, Plan 2473 N.Y.
HS – 58	Telning Residence	4520 - 46th Street	Lot 12 & 13, Block J, Plan 4900 R
HS – 59	Thatcher Residence	5401 - 48th Avenue	Lot 1, Block 33, Plan 656 NY
HS – 60	Trump Residence	5035 - 45th Ave	Lot 2, Block 1, Plan 4735 K.S.
HS – 61	Tucker Residence	3534 - 45th Ave	Lot 5A, Block 5, Plan 78 RS
HS – 62	Wallace Residence	4755 - 56th Street	Lots 25-26, Block A Plan KI
HS – 63	Wartime Homes	36-38 Street block Between 41-42 Ave Mountview	Lots 5-8 and 10-27, Block 9, Plan 1514 HW
HS – 64	Water Tower (Horton Spheroid)	3536 - 46th Ave	Lot 9, Block 22, Plan 1919 KS
<sup>1</sup> HS – 65	Wing Block Apartment	5101 Gaetz Ave	Lots 1 & 2, Block 16, Plan H
HS – 66	49A Avenue Houses	5511 - 49A Ave	Lots 7-9, Block 3, Plan 7075 AE
		5514 - 49A Ave	Lots 7-9, Block 2, Plan 7075 AE

<sup>1</sup> 3357/I-2013



## City of Red Deer Land Use Bylaw 3357/2006

Property Number	Historical Site Designation Building	Street Address	Legal Description
		5517 - 49A Ave	Lots 10-11, Block 3, Plan 7075 AE
		5520 - 49A Ave	Lots 16 & 17, Block 2, Plan 002 3098
		5521 - 49A Ave	Lots 12-13, Block 3, Plan 7075 AE
		5526 - 49A Ave	Lots 13-15, Block 2, Plan 7075 AE
		5525 - 49 A Ave	Lot 19, Block 3 Plan 922 3300
		5527 - 49A Ave	Lot 20, Block 3, Plan 922 3300
HS - 67	A.C.R. Bridge Abutment	Taylor Drive	Lot R-1, Block 10 Plan 3231 TR
HS - 68	Ceremonial Trees Central School	5100 Block 47th Avenue	
HS - 69	Ceremonial Trees Coronation Park	4500 Block Ross Street	
HS - 70	Ceremonial Trees Cronquist House	Bower Ponds	
HS - 71	Ceremonial Trees Red Deer & District Museum	4525 - 47A Ave	
HS - 72	Ceremonial Trees Pioneers' Lodge	47th Avenue	
HS - 73	Chestnut Tree	45th Ave and 55th Street	Lot 22, Block G Plan 822-2078
HS - 74	City Hall Park	4800 Block 48th Avenue	Lot 1, Block 27, Plan 1339 R.S
HS - 75	'Crossing' School Site Marker	60th Ave and Cronquist Drive	SE 1/4, 18-38-27-4
<sup>1</sup> HS - 76	DELETED		
HS - 77	Gaetz Lakes Sanctuary		
HS - 78	Great West Lumber Co. Site	Bower Ponds	
HS - 79	Krause Hill, Trees	Ross Street Hill	Lot 3, Block 8A Plan 882-1939
HS - 80	Oak Tree	55th Street and 46th Ave	Lot 25, Block 1 Plan 1292 A.O.
HS - 81	Piper's Mountain	Rotary Park	Lot R3, Plan 4816 R.S.
HS - 82	Reinholt Quarries	Cronquist Business Park	SW 1/4 17-38-27-4 Lot R3, Plan 762-1616
HS - 83	Site of the ACR Silver Spike	Gaetz Ave and 35th Street	Lot 16, Block 1 Plan 8324 ET

<sup>1</sup> 3357/E-2016



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City of Red Deer Land Use Bylaw 3357/2006

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Property Number	Historical Site Designation Building	Street Address	Legal Description
HS – 84	Snell Residence Site	4915 - 48th Ave	Lot 14, Block 38 Plan 832 0062
HS – 85	Stone Wall, Everglades Apartments	4319 - 51st Ave	Lot 15B, Block 6, Plan 862 2144
HS – 86	Towers at Checkmate Court	4902 - 37th Street	Plan 902 1647
HS – 87	Willow Tree	4700 - 55th Street	Lots 5 - 7, Block B, Plan K1 Lots 21, Block B, Plan 902 1952
HS – 88	Wishart Cabin Site	Gaetz Lake Sanctuary	
HS – 89	Farthing Block	4930 Ross Street	Lot 7, Block 17, Plan H
HS – 90	Park Hotel (Park Place)	4918 - 4920 Ross Street	Lots 10 – 15, Block 17, Plan H
HS – 91	Golden Circle	4620 – 47 Avenue	Lot 1, Block C Plan 842 2029
HS – 92	Fabretti Residence	5001 – 43 Avenue	Lot 10, Block 6, Plan 758KS
<sup>1</sup> HS-93	Manning Residence	4641 – 49 Street	Lots 45-46, Block B, Plan KB

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<sup>1</sup> 3357/A-2007



# **Attachment 6**

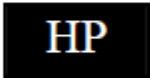
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HP Historical Preservation Overlay District



City of Red Deer Land Use Bylaw 3357/2006
the parking layout, shall be subject to approval by the Development Authority.

7.5 HP Historical Preservation Overlay District



General Purpose

The general purpose of this District is to maintain the historical character of an area in the terms of building appearance, and to ensure the degree of activity and other aspects of the operation would not be incompatible with such district, and subject to such regulatory standards as are necessary to ensure such compatibility and historical preservation.

1. HP Permitted and Discretionary Uses Table

(a) Permitted Uses
(i) Those uses listed as permitted in the underlying use district.
(b) Discretionary Uses
(i) Those uses which, in the opinion of Council, will maintain and achieve the general purpose of this District.

2. Historical Preservation Overlay District Regulations

- (a) <sup>1</sup>In accordance with the *Alberta Historical Resources Act*, no person shall destroy, disturb, alter, restore, or repair a building or structure on a site that has been designated a:
- (i) Municipal Historic Resource without written approval from the Development Officer based on a recommendation of the Heritage Planner or planning department and in consultation with relevant experts;
  - (ii) Provincial Historic Resource without written approval from the Minister responsible for the *Alberta Historical Resources Act*;
  - (iii) Registered Historic Resource until expiration of 90 days from the date the notice of the proposed intervention is served on the Minister responsible for the *Alberta Historical Resources Act*, unless the Minister sooner consents to the proposed action.

<sup>1</sup> 3357/Q-2007



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City of Red Deer Land Use Bylaw 3357/2006

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- (b) The relationship between buildings, structures and open spaces, and the provisions of landscaping and parking shall be subject to the approval of the Development Authority.

### 3. <sup>1</sup>Historical Preservation Buildings and Sites

Property Number	Building or Site	Municipal Address	Legal Description	Designation
HP - 1	1. Old Court House	4836 Ross Street	Lots 1-4, Block 28, Plan K	Provincial
HP - 2	2. C.P.R. Station	5000 - 51 Avenue	Lot 19, Plan 952 4241	Provincial/ Municipal
HP - 3	3. St. Luke's Anglican Church	4929 - 54 Street	Lots 9-11, Block 14, Plan K	Municipal/ Registered
HP - 4	4. Allen Bungalow	6316 - 45 Avenue	NE 1/4 21-38-27-4 which lies east of Road Plan 1264 ET	Registered / Municipal
HP - 5	5. North Cottage School	5704 - 60 Street	Lot S, Plan 4596 NY	Municipal/ Registered
HP - 6	6. Parsons House	4801 - 49 Street	Lots 42 & 43, Block 26, Plan 982-1122	Registered / Municipal
HP - 7	7. C. P. R. Rail Bridge	Red Deer River	SE of Plan 952 3190	Registered / Municipal
HP - 8	8. Cronquist House	Great Chief Park	Lot 1MR, Block 1, Plan 832 2386	Municipal
HP - 9	9. Red Deer Armoury (Fire Hall No. 1)	4905 - 49 Street	Lot 1, Block 27, Plan 1339 RS	Municipal
<sup>2</sup> HP - 10	10. Presbyterian Ladies College	3909 - 55 Street	Lot 3, Block 10, Plan 0624309	Municipal
HP - 11	11. J.J. Gaetz House	3504 - 55 Street	Lot 3, Block 1, Plan 792 1758	Municipal
HP - 12	12. Clarke Residence	4757 - 56 Street	Lot 27, Block A, Plan K1	Municipal
HP - 13	13. McIntosh House	4631 - 50 Street	Lots 38-40 Block A, Plan K8	Municipal
HP - 14	14. Gaetz Library, Presbyterian Church Steeple, and Stevenson Hall Block	Heritage Square	Lot 1, Block C, Plan 842 2027	Municipal
HP - 15	15. Scott House	4743 - 56 Street	Lot 20, Block A, Plan K1	Municipal
<sup>3</sup> HP - 16	16. Red Deer Cenotaph	4908 - 50 Street	Lot 1, Block 1, 1221959	Provincial/ Municipal
<sup>4</sup> HP-17	17. Willson House	5011 43 Avenue	Lot 8, Block 6, Plan 5470HW	Municipal
<sup>5</sup> HP-18	18. Routledge Family Residence	4736 56 Street	Lot 15, Block C, Plan 5947 AM	Municipal

<sup>1</sup> 3357/M-2009

<sup>2</sup> 3357/H-2009

<sup>3</sup> 3357/A-2010, 3357/I-2013

<sup>4</sup> 3357/M-2015

<sup>5</sup> 3357/W-2010



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City of Red Deer Land Use Bylaw 3357/2006

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HP-19	19. Intermediate School	5205 48 Street	Lot S, Block 36, Plan 802 2591	Municipal
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Note: Provincial and Registered Designations are designations assigned by the Province of Alberta to provincially significant historic resources.

## 7.6 HS Historical Significance Overlay District

### General Purpose

HS

This district is intended to promote community awareness of actual or potential heritage and historically significant sites or buildings, and to provide a means whereby identified sites or buildings may be preserved with available and practical means from time to time. This district will provide that an identified site or building of potential historical significance shall not be demolished; or in the case of sites disturbed, until such time as an evaluation of the heritage or historical significance of the site or building has been carried out. The Bylaw encourages but does not require that any renovations undertaken be sympathetic to the historical integrity of the site.

It is not the intent of this Bylaw to set these properties up to later be designated as Municipal, Provincial, Registered, or Federal Heritage resources. In the event that any change of the properties listed within this bylaw to any other heritage designation were proposed, it is the intent that such a shift would occur only with the agreement of the owner. A change in designation would require an amendment to this Land Use Bylaw.

### 1. HS Permitted and Discretionary Uses Table

<b>(a) Permitted Uses</b>	
(i)	Those uses listed as permitted in the underlying use district.
<b>(b) Discretionary Uses</b>	
(i)	The uses listed as discretionary in the underlying land use district, which in the opinion of the Development Authority, will maintain and achieve the general purpose of the District.

### 2. Historical Significance Overlay District Regulations

- (a) <sup>2</sup>All applications for development or demolition of sites listed in section 7.6 (3) (c) shall be forwarded to the Heritage Planner or planning department for comment.

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<sup>1</sup> 3357/W-2017

<sup>2</sup> 3357/Q-2007





Council Decision – January 8, 2018

**DATE:** January 10, 2018  
**TO:** Christi Fidek, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Government of Canada Building  
Bylaw 3357/DD-2017

---

**Reference Report:**

Legislative Services, dated December 13, 2017

**Bylaw Reading:**

At the Monday, January 8, 2018 Regular Council Meeting, Council gave second and third reading to the following bylaw:

**Bylaw 3357/DD-2017** (an amendment to the Land Use Bylaw to remove the HS Historical Significance designation of the Government of Canada Building located at 4909-50 Street (Lots 20-29, Block 18, Plan H) and to identify the site within the HP Historical Preservation Overlay district in compliance with Ministerial Order 03/16 designating the building as a Provincial Historic Resource (PHR)).

**Report back to Council:**

No.

**Comments/Further Action:**

None.

A handwritten signature in blue ink, appearing to read 'Frieda McDougall'.

Frieda McDougall  
Manager

- c. Director of Planning Services  
Manager of Planning





December 13, 2017

## Microbrewery Site Exception

### Bylaw 3357/CC-2017

## Consideration of Second and Third Reading

Legislative Services

### **Report Summary & Recommendation:**

---

#### Summary:

The attached report is being brought forward from the Monday, November 27, 2017 City Council meeting.

#### **Recommendation:**

That Council considers second and third readings to Land Use Bylaw Amendment 3357/CC-2017.

#### **Background:**

Council gave first reading to Bylaw 3357/CC-2017 (an amendment to the Land Use Bylaw for a site exception for 8105 Edgar Industrial Drive in Edgar Industrial Park to allow for a Microbrewery on the subject property).

In accordance with Section 606 of the Municipal Government Act, this Land Use Bylaw Amendment was required to be advertised for two consecutive weeks. An advertisement was placed in the Red Deer Advocate on December 1 and December 8, 2017. A Public Hearing will be held on Monday, January 8, 2018 at 6:00 p.m. during Council's regular meeting.

### **Proposed Resolution:**

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That Bylaw 3357/CC-2017 be read a second and third time.





Originally Submitted to the  
November 27, 2017 Council Meeting

November 27, 2017

## Land Use Bylaw Amendment- Microbrewery Site Exception Bylaw 3357/CC-2017

Planning Department

### Report Summary & Recommendation

A proposal has been submitted for a site exception for 8105 – Edgar Industrial Drive in Edgar Industrial Park. The parcel is currently designated as I1 Industrial (Business Service) District. The applicant, Belly Hop Brewing, is applying for a site exception to allow for a Microbrewery on the subject property.

Administration recommends Council support First Reading of Land Use Bylaw Amendment 3357/CC-2017.

### City Manager Comments

I support the recommendation of Administration. If first reading of Bylaw 3357/CC-2017 is given, a Public Hearing would then be advertised for two consecutive weeks to be held on January 8, 2018 at 6:00 p.m. during Council's regular meeting.

Craig Curtis  
City Manager

### Proposed Resolution

That Bylaw 3357/CC-2017 be read a first time.

### Analysis

#### 1. Compliance with City policy framework

The proposal is consistent with the principles and standards of The Municipal Development Plan (MDP). The MDP contains standards that support the creation of a mix of land uses including residential, commercial and industrial uses. The MDP also contains policies that encourage economic diversification (See Appendix B).



**2. Compatible I1 use**

The proposal is comparable with the use of 'Restaurant' which is currently listed as a discretionary use in the I1 District. A Microbrewery, as defined by the Land Use Bylaw, must include a Tasting Room, a Drinking Establishment, or a Restaurant. A microbrewery also contains a manufacturing and packaging component that can be up to 70% of the total floor area. Manufacturing is currently a permitted use in the I1 District (Appendix B).

**3. Review of other Alberta municipalities**

Microbrewery/ brewery is a use that is listed in both commercial and industrial districts throughout several Alberta municipalities (See Appendix C).

**Discussion**

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**Background**

The applicant currently has a Development Permit for the Manufacturing, Processing, and Distribution of beer, and for Accessory Sales for off premise consumption only. The existing permit allows the business to provide small alcohol samples to customers free of charge, limited to approximately 30ml. The applicant would like to allow the purchase and consumption of standard sized amounts of craft beer on site (tasting room).

A Microbrewery and tasting room is not a use that is currently considered in the I1 Industrial (Business Service) District. The City's Riverlands Districts and the DC 28 District are the only ones which have Microbrewery listed as a use. Microbreweries are considered in these districts because they act as a bridge between uses such as Manufacturing and processing, and Restaurants. While Restaurant is a discretionary use in the I1 District, the applicant is not interested in taking this route because the focus of their business is the sale of alcohol, not food.

**Consultation**

The application was circulated to various City departments for review. There were no concerns regarding land use bylaw regulations.

An information package and comment sheets, were sent to 14 landowners within 100 metres of the subject site. The City received one (1) surrounding landowner comment regarding this application. The comment received expressed concern about parking and the potential overflow of vehicles into the adjacent property. The applicant will need to meet the parking requirements outlined in Section 3.1 and 3.2 of the Land Use Bylaw. These will be addressed in more detail at the development permit stage.

**Options**

Administration has reviewed three options and is recommending Option 1 to support and approve the proposed amendment. The three options were considered by Administration as viable courses of action in its review of the proposed Land Use Bylaw amendment.



Option 1 – Approve the amendment

Approve the proposed site exception based on the following merits:

The location of a Microbrewery on the site would not impact the industrial park any more than the development of a Restaurant or a manufacturing facility, which are existing uses in the I1 district. The property can accommodate the Microbrewery requirements of a 70% maximum production and packaging floor area. Approval of the application would provide the City an opportunity to further monitor and explore the possibility of adding Microbrewery as a use in the I1 District to allow consideration of future developments of this type.

Option 2 – Table application until further review of microbreweries has been completed

Currently Microbreweries are only permitted in the Riverlands Districts and in Direct Control District No. 28. The proposed Land Use Bylaw amendment could be tabled until Administration has completed a 6-12 month review of Microbreweries to determine if these should be added as a use to other land use districts. This proposal would require consultation and be referred to all affected landowners.

Option 3- Refuse the amendment

Refuse the proposed site exception based on the following rationale:

There are other districts within the City where Microbrewery is listed as a use which means that a site exception is not the only option available to the applicant.

**Appendices**

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- Appendix A- Land Use Bylaw Amendment 3357/CC-2017
- Appendix B- Background Information
- Appendix C- Microbreweries in other municipalities
- Appendix D- Landowner comments



## **Appendix A**

*Land Use Bylaw Amendment 3357/CC-2017- Microbrewery Site Exception*



**BYLAW NO. 3357/CC – 2017**

Being a Bylaw to amend Bylaw No. 3357/2006, the Land Use Bylaw of The City of Red Deer as described herein.

COUNCIL OF THE CITY OF RED DEER, ALBERTA, ENACTS AS FOLLOWS:

Bylaw No. 3357/2006 is hereby amended as follows:

- 1. Section **8.22** is amended is amended by adding the following subsection **8.22(1)(e)(xi)**

Microbrewery on:

- 2. Section **8.22** is amended is amended by adding the following subsection **8.22(1)(e)(xi)(1)**

Lot 3, Block 5, Plan 902 0499

- 3. The “Land Use District Map J21” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 23/ 2017 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this	day of	2017.
READ A SECOND TIME IN OPEN COUNCIL this	day of	2018.
READ A THIRD TIME IN OPEN COUNCIL this	day of	2018.
AND SIGNED BY THE MAYOR AND CITY CLERK this	day of	2018.

\_\_\_\_\_  
MAYOR

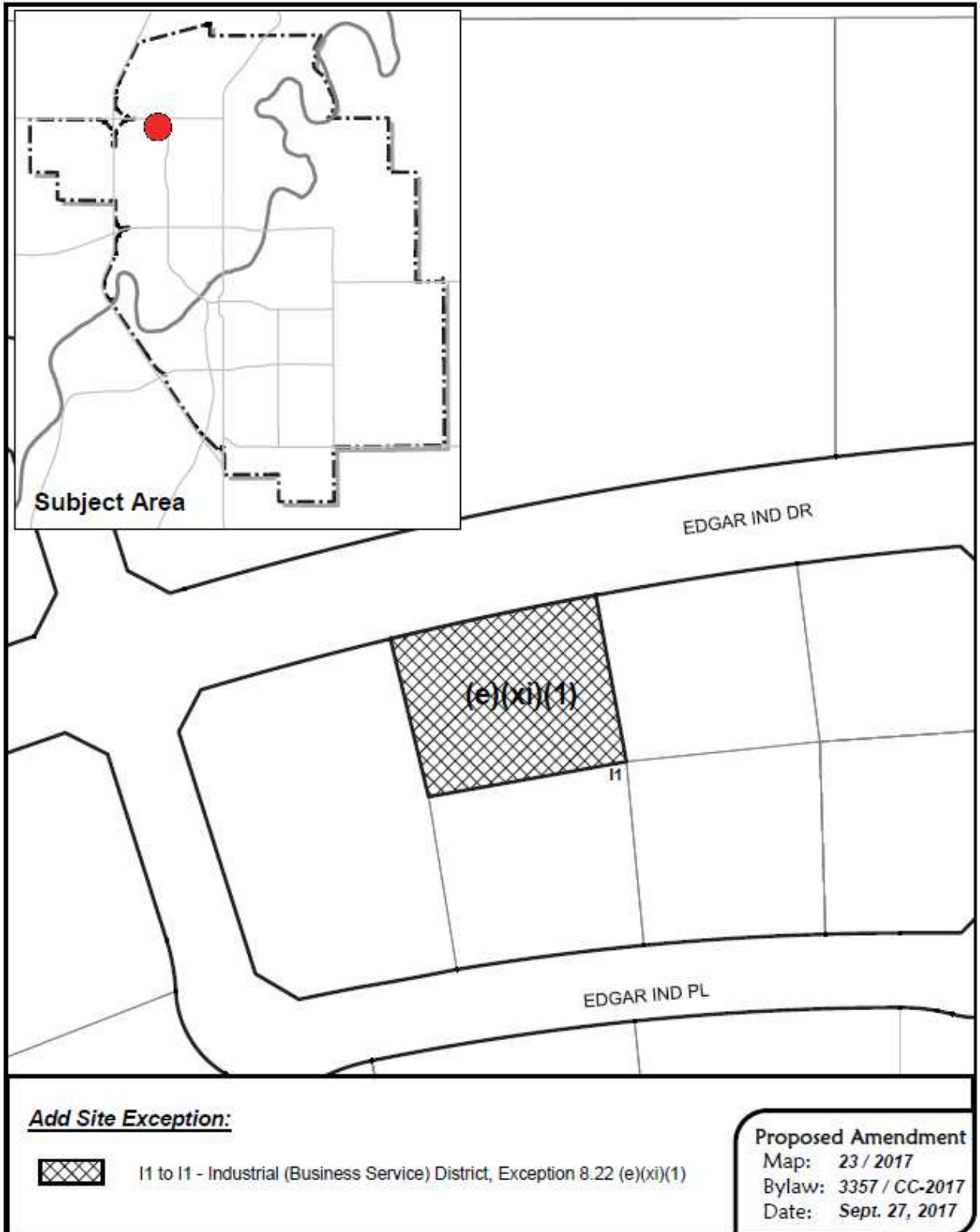
\_\_\_\_\_  
CITY CLERK



*Schedule "A"*



*Proposed Amendment to Land Use Bylaw 3357/2006*





## **Appendix B**

### *Background Information*



## **Municipal Development Plan**

- 6.8 Community Economic Development** The City should pursue community economic development, which emphasizes community self-reliance and fosters growth from within the community, with emphasis on nurturing small business, supporting skills training, and entrepreneurship.



## Land Use Bylaw: Land Use District

### 6.1 I1 Industrial (Business Service) District

I1

#### General Purpose

The general purpose of this District is to provide for a limited range of light industrial, warehousing, storage, and industrial support services within the performance standards of section 6.4(2)(a), the operation of which do not create or emit noises, odours, dust, fumes or other factors which are regarded as nuisances. In addition, this district will provide for certain other businesses which are incompatible in commercial districts.

#### 1. I1 Permitted and Discretionary Uses Table

<b>(a) Permitted Uses</b>	
<ul style="list-style-type: none"> <li>(i) Accessory buildings or uses excluding sales subject to section 3.5.</li> <li>(ii) Accessory sales related to manufacturing, processing, and/or distribution of any article.</li> <li>(iii) Accessory sales of used trucks, used automobiles and used holiday trailers, providing that collectively there are not more than three units for sale on the site at any one time.</li> <li>(iv) Industrial support services.</li> <li>(v) Identification, local advertising and general advertising on the following types of signs subject to sections 3.3 and 3.4:               <ul style="list-style-type: none"> <li>(1) awning, canopy signs,</li> <li>(2) under canopy signs,</li> <li>(3) fascia signs,</li> <li>(4) free standing signs,</li> <li>(5) painted wall signs, and</li> <li>(6) projecting signs.</li> <li>(7) A-Board signs located within the boundaries of the lot, provided that subject to section 3.4:                   <ul style="list-style-type: none"> <li>(a) such signs may advertise only the businesses situated on such lot,</li> <li>(b) such signs may not be placed on any portion of a lot which abuts an arterial road.</li> </ul> </li> </ul> </li> <li>(vi) Manufacture, processing, distribution, repair, servicing, and/or rental of any articles.</li> <li>(vii) Service stations.</li> <li>(viii) <sup>1</sup>Warehousing.</li> <li>(ix) <sup>2</sup>Outdoor storage.</li> </ul>	
<b>(b) Discretionary Uses</b>	
<ul style="list-style-type: none"> <li>(i) Above ground storage tanks for motor fuel products including propane and used oil.</li> <li>(ii) Animal services.</li> <li>(iii) Auction marts (excluding livestock).</li> </ul>	



**(b) Discretionary Uses *continued***

- (iv) <sup>1</sup>Billboard signs (subject to section 3.3, 3.4 and 7.15)
- (v) <sup>2</sup>Dynamic Sign (subject to Sections 3.3, 3.4 and 7.15) which comprises no more than 25% of the Sign Area of a Free Standing Sign or Fascia Sign;
- (vi) Crematorium
- (vii) Dangerous goods occupancy.
- (viii) Restaurant.
- (ix) <sup>3</sup>Sale of large trucks over 10,000 Kg, Manufactured Homes, heavy construction equipment and machinery
- (x) Sale of horse, stock, and light flatdeck and cargo trailers.
- (xi) Sign identification and local advertising on the following types of signs subject to sections 3.3 and 3.4:
  - (I) wall signs.
- (xii) Transportation, communication or utility facility.
- (xiii) <sup>4</sup>Industrial trade schools (maximum capacity of 60 persons).
- (xiv) <sup>5</sup>Accessory outdoor display or sale of goods
- (xv) <sup>6</sup>Pet Crematorium
- (xvi) <sup>7</sup>Alternative/Renewable Energy Facility on sites designated in an Eco Industrial Park Overlay District.
- (xvii) Uses that produce waste materials, outputs, or by-products that may be used as inputs for an industrial operation within the Eco Industrial Park Overlay District.
- (xviii) Uses that may consume waste materials, outputs, or by-products that are produced by an industrial operation within an Eco Industrial Park Overlay District.



### **Land Use Bylaw: Definitions**

**Microbrewery includes a micro-distillery and means** a use where the small-scale production and packaging of alcoholic and non-alcoholic beverages takes place and includes distribution, retail or wholesale, on or off the premises, and includes at least one of the following: tasting room where guests may sample alcoholic beverages without charge, Drinking Establishment or Restaurant; The floor area devoted to the production and packaging shall be no more than 70% of the gross floor area.

**Restaurant means** an establishment the primary purpose of which is the preparation and sale of food for consumption on the premises, and the secondary purposes of which may include the sale of alcoholic or non-alcoholic beverages incidental to the meal, take-out food services and catering. A restaurant does not include a drinking establishment but does include any premises in respect of which a "Class A" Liquor License has been issued and where minors are not prohibited by the terms of the license.



## **Appendix C**

### *Microbreweries in other municipalities*



Municipality	Applicable Uses	Districts Permitted in
<b>Airdrie</b>	Microbrewery	Commercial Districts
<b>Lethbridge</b>	Manufacturing, Specialty (microbreweries fall under this use)	Commercial & Industrial Districts
<b>Medicine Hat</b>	Industrial Operations (microbreweries fall under this use)	Industrial Districts
<b>Edmonton</b>	Breweries, Wineries and Distilleries	Commercial & Industrial Districts
<b>Calgary</b>	Brewery, Winery and Distillery	Commercial & Industrial Districts



## **Appendix D**

### *Landowner Comments*





## Comment Sheet

We invite you to provide feedback regarding the proposed plan amendment/subdivision application. Your feedback is very important to us. Please be sure to specify which application you are responding to by indicating the address of the subject application, and the name of the planner on the file.

**Collection & Release of Your Information:** The City is collecting your information as part of the referral process that is described in Section 2.19(5) of The City of Red Deer Land Use Bylaw. The personal information on this form is collected under the authority of the Municipal Government Act Section 3 and is protected under the provisions of the Freedom of Information & Protection of Privacy (FOIP) Act. The City will seek to balance the dual objectives of open government and protection of privacy. If you have questions about the collection and use of this information, please contact the Manager of Planning at The City of Red Deer, 4914-48 Ave, Red Deer, AB 403-406-8700.

Please check the box below which applies:

- ☒ Land Use Bylaw Amendment  
☐ Subdivision Application  
☐ Plan Amendment  
☐ Other

Amendment/Subdivision Address/ Bylaw #:

3357/CC-2017

8105 - EOGAR INDUSTRIAL DR.

Name of Planner (Working on the Application):

KIMBERLY FELS-PAINE

### Contact Information

Your contact information allows administration to respond as needed.

Name: SCOTT BOSTOCK

Mailing Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Phone #: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### General Comments

- AS THE NEIGHBORING PROPERTY, WE ARE CONCERNED ABOUT PARKING - WE ARE CONCERNED THERE WILL BE AN OVERFLOW OF VEHICLES IN OUR DRIVEWAY AND LOT.
- CAN YOU ADDRESS THIS PLEASE?





Council Decision – January 8, 2018

**DATE:** January 10, 2018  
**TO:** Kimberly Fils-Aime, Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Microbrewery Site Exception  
Bylaw 3357/CC-2017

---

**Reference Report:**

Legislative Services, dated December 13, 2017

**Bylaw Reading:**

At the Monday, January 8, 2018 Regular Council Meeting, Council gave second and third reading to the following bylaw:

**Bylaw 3357/CC-2017** (an amendment to the Land Use Bylaw for a site exception for 8105 Edgar Industrial Drive in Edgar Industrial Park to allow for a Microbrewery on the subject property).

**Report back to Council:**

No.

**Comments/Further Action:**

None.

A handwritten signature in blue ink, appearing to read 'F. McDougall'.

Frieda McDougall  
Manager

- c. Director of Planning Services  
Manager of Planning