

# **CITY COUNCIL**

## **AGENDA**

Monday, September 30, 2019 – Council Chambers, City Hall

Call to Order:	1:30 PM
Recess:	5:00 PM to 6:00 PM
Public Hearing(s):	6:00 PM

### **1. IN CAMERA (to last approximately 1 hour)**

#### **1.1. Motion to In Camera**

1.1.a. Council Mid-Term Review - FOIP 23(1)(a) Local public body confidences  
and FOIP 24(1)(b)(ii) Advice from officials

#### **1.2. Motion to Revert to Open Meeting**

### **2. MINUTES**

2.1. Confirmation of the Minutes of the September 16, 2019 Council Meeting  
(Agenda Pages 1 – 7)

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

### **4. REPORTS**

4.1. Lane Closure Request (Vincent Close / Voisin Close)  
(Agenda Pages 8 – 48)

4.1.a. Motion to Lift from the Table

4.2. Economic Leader

(Agenda Pages 49 – 64)

**5. PUBLIC HEARINGS**

5.1. Road Closure Bylaw Amendment - Bylaw 3625/2019  
Land Use Bylaw Amendment - Redistricting Bylaw 3357/W-2019

(Agenda Pages 65 – 75)

5.1.a. Consideration of Second Reading of Bylaw 3625/2019

5.1.b. Consideration of Third Reading of Bylaw 3625/2019

5.1.c. Consideration of Second Reading of Bylaw 3357/W-2019

5.1.d. Consideration of Third Reading of Bylaw 3357/W-2019

5.2. Land Use Bylaw Amendment 3357/V-2019:  
Financial Services and Office Site Exception

(Agenda Pages 76 – 107)

5.2.a. Consideration of Second Reading of the Bylaw

5.2.b. Consideration of Third Reading of the Bylaw

5.3. Bylaw 3357/Z-2019  
Land Use Bylaw Amendment for a Site Exception  
"Office" as a discretionary use at 20 Sharpe Avenue (formerly 4718-19 Street)

(Agenda Pages 108 – 124)

5.3.a. Consideration of Second Reading of the Bylaw

5.3.b. Consideration of Third Reading of the Bylaw

**6. ADJOURNMENT**





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

**of the Red Deer City Council Regular Meeting  
held on, Monday, September 16, 2019  
commenced at 1:30 P.M.**

**Present:** Mayor Tara Veer  
Councillor Buck Buchanan  
Councillor Michael Dawe  
Councillor Tanya Handley  
Councillor Lawrence Lee  
Councillor Frank Wong  
Councillor Dianne Wyntjes

City Manager, Allan Seabrooke  
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  
Deputy City Clerk, Samantha Rodwell  
Corporate Meeting Support, Jennifer Hankey  
Senior Planner, Orlando Toews

**Absent:** Councillor Vesna Higham  
Councillor Ken Johnston

**I. IN CAMERA MEETING****I.1. Motion to In Camera**

Moved by Councillor Buck Buchanan, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer hereby agrees to enter into an In-Camera meeting of Council on Monday, September 16, 2019 at 1:30 p.m. and hereby agrees to exclude the following:

- All members of the media; and
- All members of the public; and
- All non-related staff members

to discuss:

- a matter as protected by FOIP 21(1)(a)(ii) Disclosure harmful to intergovernmental relations.

**IN FAVOUR:**

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

**MOTION CARRIED**

The following people were in attendance as the topic under discussion related to their position within the organization.

Mayor Tara Veer, Councillor Buck Buchanan, Councillor Michael Dawe, Councillor Tanya Handley, Councillor Lawrence Lee, Councillor Frank Wong, Councillor Dianne Wyntjes.

City Manager Allan Seabrooke, City Clerk Frieda McDougall.

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

Moved by Councillor Dianne Wyntjes, seconded by Councillor Buck Buchanan



Resolved that Council of The City of Red Deer hereby agrees to enter into an open meeting of Council on Monday, September 16, 2019 at 1:42 p.m

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

MOTION CARRIED

## 2. MINUTES

### 2.1. Confirmation of the Minutes of the September 3, 2019 Council Meeting

Moved by Councillor Buck Buchanan, seconded by Councillor Frank Wong

Resolved that Council of The City of Red Deer hereby approves the Minutes of the September 3, 2019 Regular Council Meeting as transcribed.

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

MOTION CARRIED

### 2.2. Confirmation of the Minutes of the September 4, 2019 Mid Year Budget Review Council Meeting

Moved by Councillor Lawrence Lee, seconded by Councillor Buck Buchanan

Resolved that Council of The City of Red Deer hereby approves the Minutes of the September 4, 2019 Mid Year Budget Review Council Meeting with the following amendment:

- pg. 3, - "Councillor Frank Wong left Council Chambers at 9:51 p.m." is deleted and replaced with "Councillor Frank Wong left Council Chambers at



9:51 a.m.”

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

MOTION CARRIED

### 3. REPORTS

#### 3.1. Municipal Consent and Access Fee Policy

Moved by Councillor Buck Buchanan, seconded by Councillor Tanya Handley

Resolved that Council of The City of Red Deer having considered the report from Electric Light and Power and Environmental Services dated September 16, 2019 re: Municipal Consent and Access Fee Policy hereby agrees to amend Council Utility Policy PS-A-2.7 by deleting clauses 16 and 17 and adding the following clause:

16 The MCAF cannot exceed 15% of total revenue unless otherwise directed by Council.

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

MOTION CARRIED

#### 3.2. Arcadia Housing - Request for Additional Funding

Community Housing Advisory Board Chair, Sandi Chalmers, presented this item.

Moved by Councillor Dianne Wyntjes, seconded by Councillor Tanya Handley



Resolved that Council of The City of Red Deer having considered the report from Social Planning, dated August 28, 2019 and the resolution of the Community Housing Advisory Board dated May 21, 2019 re: Arcadia Housing – Request for Additional Funding hereby endorses \$39,720 in additional carry forward funds to March 31, 2020.

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

MOTION CARRIED

#### 4. **BYLAWS**

##### 4.1. **Commercial and Multi-family Garbage Contract Utility Bylaw Amendment 3606/C-2019**

Moved by Councillor Michael Dawe, seconded by Councillor Lawrence Lee

SECOND READING: That Bylaw 3606/C-2019 (an amendment to the Utility Bylaw to address changes to multi-family and commercial waste/garbage collection) be read a second time.

Prior to consideration of second reading, the following motion to amend was introduced:

Moved by Councillor Tanya Handley, seconded by Councillor Dianne Wyntjes

Resolved that Council hereby agrees to amend Bylaw 3606/C-2019 by deleting Section 106.1(4) in its entirety and replacing it with the following new Section 106.1(4)

(4) Notwithstanding subsections (2) and (3), upon request, the City will allow multi-family properties which had a service contract with a private collection service provider in place for garbage collection prior to September 16, 2019 to remain with that service provider until such time as the multi-family property terminates the service contract with that private collection service provider, or the private collection service provider cannot meet the conditions set out in subsection (3)(b).



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

MOTION TO AMEND CARRIED

Second reading as amended was then on the floor.

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

MOTION AS AMENDED CARRIED

Moved by Councillor Michael Dawe, seconded by Councillor Lawrence Lee

THIRD READING: That Bylaw 3606/C-2019 be read a third time.

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

MOTION CARRIED

**4.2. Bylaw 3357/X-2019 - Amendment to Redesignate an Area from II - Industrial (Business Service) District to C4 Commercial (Major Arterial) District**

Moved by Councillor Tanya Handley, seconded by Councillor Michael Dawe

FIRST READING: That Bylaw 3357/X-2019 (an amendment to the Land Use Bylaw to redesignate 6739 and 6749 65 Avenue from II - Industrial (Business Service) District to C4 Commercial (Major Arterial) District) be read a first time.



City Council Regular Meeting Minutes – Unapproved  
Monday, September 16, 2019

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

**MOTION CARRIED**

Councillor Lawrence Lee left Council Chambers at 2:52 p.m. and did not return.

## **5. PRESENTATION**

### **5.1. Canada Winter Games Follow up**

Mr. Scott Robinson, Chief Executive Officer for the 2019 Canada Winter Games and Ms. Lyn Radford, Board Chair for the 2019 Canada Winter Games presented this item to Council.

## **6. ADJOURNMENT**

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, September 16, 2019 Regular Council Meeting of Red Deer City Council at 3:42 p.m.

**IN FAVOUR:** Mayor Tara Veer, Councillor Buck Buchanan, Michael Dawe, Councillor Tanya Handley, Councillor Frank Wong, Councillor Dianne Wyntjes

**MOTION CARRIED**

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MAYOR

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CITY CLERK



September 30, 2019

## Lane Closure Request (Vincent Close / Voisin Close)

Engineering Services

### Report Summary & Recommendation

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This report was prepared in response to the March 4<sup>th</sup> 2019 Council resolution:

Resolved that Council of The City of Red Deer having considered the petition and supporting request for the lane closure from various neighbourhood residents and the report from Engineering Services dated February 15, 2019 re: Lane Closure Request (Vincent Close/Voisin Close) hereby directs administration to bring back a report within 4 months exploring options with neighbourhood input including:

1. Option #1 west lane closure on a temporary / pilot basis or permanently; or
2. Other operational measure or options that administration considers feasible.

Administration mailed out a questionnaire to all 218 residents within the Close' and received 61 responses:

- 40% were in favor of an east closure, completely preventing access to the two closes.
- 40% were in favor of no closure, leaving access completely open.
- 20% were in favor of a west closure, limiting access between the two closes but keeping it open.

Of the 61 respondents, the majority of Vincent Close residents requested an East closure, while Voisin Close residents typically requested the lane to have no closure.

As shown, there are differing views on closing the lane to vehicular access. Therefore, should restrictive access be pursued, Administration recommends to restrict vehicular access to the portion of lane between Lots 128 and 132 on Vincent Close.

### Proposed Resolution

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Resolved that Council of The City of Red Deer hereby agrees to lift from the table consideration of Lane Closure Request (Vincent Close / Voisin Close).

Resolved that Council of The City of Red Deer having considered the report from Engineering Services dated September 30, 2019 re: Lane Closure Request (Vincent Close / Voisin Close) hereby agrees to restrict vehicular access to the portion of lane between Lots 128 and 132 on Vincent Close.





## Background

Vincent and Voisin close are separated by a lane which runs along the back of both areas. With its current configuration, this lane offers a more direct route to arterial roadways (22 Street and 30 Avenue) for Voisin Close residents.

In 2014, Administration received comments from residents in Vincent Close regarding shortcutting volumes. Efforts from Administration at that time were successful in reducing the total lane volumes by over 50% and in addition to this there have been no related collisions or safety concerns with the current usage of the lane. Recently (2019), residents in Vincent Close again requested further action be taken to eliminate any shortcutting volume.

In March 2019, Administration presented a report to Council showing three options for this situation: an East lane closure, a West lane closure and no closure. Subsequently, Administration was directed to engage with the neighborhood and investigate means to address the lane closure request. Letters with a questionnaire were sent to the 218 residents of both Voisin Close and Vincent Close seeking input from the neighborhood. Letters were sent to all of the residents in Figure #1. A copy of the questionnaire and letter is attached (Appendix B) for reference.



Figure 1 - Residents That Received Letters



## Analysis

The following is a summary of the letter and questionnaire that was sent to the residents regarding the closure options and further, the residents were asked if they were in support of a local improvement tax to fund a closure should one be chosen.

## Options

### *Option 1: Close West Access to Lane*

The first option presented to the residents is to close the west portion of the lane, as illustrated in **Figure 2**, below:

### *Option 2: Close East Access to Lane*

The second option proposed to the residents is to close the east portion of the lane, as is illustrated in **Figure 3**.



Figure 2 - West Closure

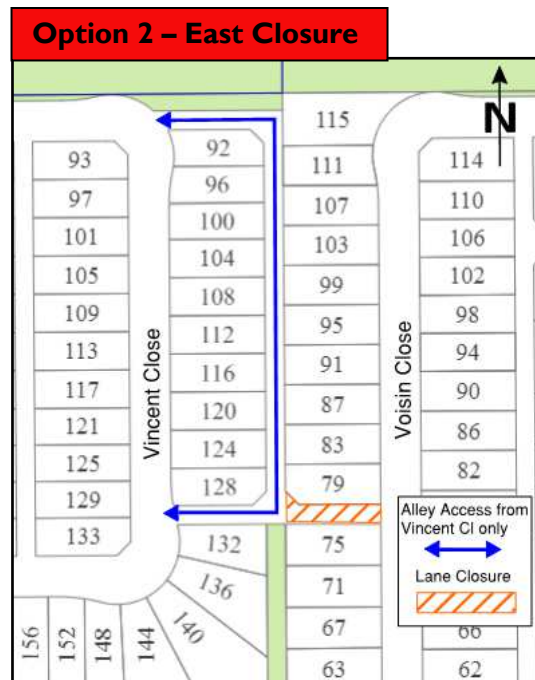


Figure 3 - East Closure

### **Option 3 – No Closure**

Alternatively, residents had the No Lane Closure preference if they were opposed to either lane closure.



## Results

Administration received a total of 61 completed surveys from the residents and evaluated the responses in four scenarios: Total Responses, Vincent Close responses, Voisin Close responses and Affected Residents (homes bordering the lane).

Total Responses		
Option 1 West Closure	Option 2 East Closure	Option 3 No Closure
13	24	24

Table 1 - Total Responses



Figure 4 - Response by Resident

There was little support in creating a local improvement tax to fund the lane closure. 35 of the 61 survey indicated that they were not in favor of a local improvement tax, 18 indicated that they would support a tax and 8 did not indicate a preference. Even though shortcutting was recognized by responses on the surveys, 60% of the residents wished that the lane remained open in one form or the other, while 40% of the residents wished for a complete closure between the two closes.

### Vincent Close

32 of the 61 surveys received were submitted by Vincent CL residents, a summary of the received responses are provided below:

Vincent Close		
Option 1 West Closure	Option 2 East Closure	Option 3 No Closure
8	18	6

Table 2 - Vincent Close Response Summary

- Majority supported a complete closure
- Concern that a West Closure will be ineffective and will only migrate the issue
- 14 of 18 in favor for a local improvement tax originate from Vincent CL
- Feel that shortcutting is a safety issue



Figure 5 - Vincent CL Responses



## Voisin Close

29 of the 61 surveys received were submitted by Voisin CI residents, a summary of the received responses are provided below:

Voisin Close		
Option 1 West Closure	Option 2 East Closure	Option 3 No Closure
5	6	18

**Table 3 - Voisin Close Response Summary**

- Majority requested No Closure
- Very little support for a local improvement (4 of 29)
- General desire to keep using the lane as an access through Voisin CI



**Figure 6 - Voisin CI Responses**

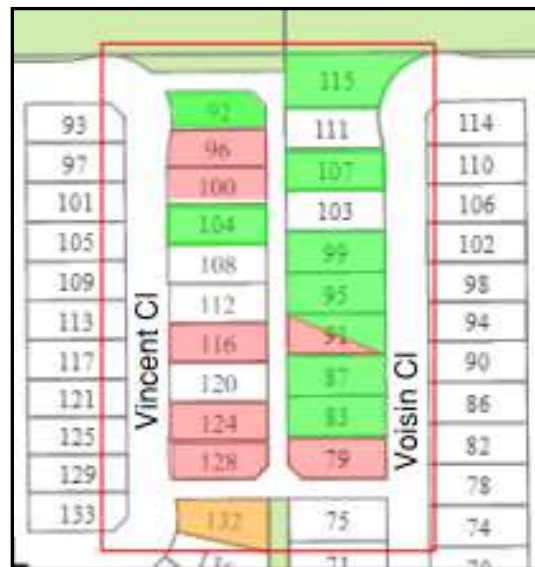
## Affected Residents

Of the 61 surveys received, 16 were submitted by the affected residents living on the lane.

Lane Residents		
Option 1 West Closure	Option 2 East Closure	Option 3 No Closure
1	6	9

**Table 4- Lane Residents Response Summary**

- Majority were in support of leaving the lane access open
- Home owners at the entrance support some type of closure
- Concern that a west closure will reroute shortcutting up the lane
- Voisin CI lane residents oppose a closure
- Vincent CI lane residents are split in their decision



**Figure 7 - Lane Resident Summary**



## Recommendation

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As shown, there are differing views on closing the lane to vehicular access. In reviewing options and measures to reduce vehicular shortcutting between Vincent and Voisin Closes, Administration recommends to restrict vehicular access to the portion of lane between Lots 128 and 132 on Vincent Close for the following reasons:

1. Allows convenient access to the Vincent Close and Voisin Close residents who back on to the alley.
2. Provides access to pedestrians and cyclists.
3. Reduces the convenience of vehicle shortcutting.
4. Maintains the lane designation allowing for another emergency access if required.
5. Most economical option utilizing jersey barriers.
6. Can be altered if in the future this solution does not meet the expectations of the neighbourhood.

Included with this report are the following documents:

Appendix A – Jersey Barrier Information

Appendix B – Letter and Questionnaire to Residents



## **Appendix A**

### Jersey Barrier Information





*Jersey Barriers (Temporary/Permanent)*

Jersey barriers have been used in a number of lane closures throughout The City. They are quick and easy to deploy and are difficult to tamper with. In the event that they are no longer required, they are easily removed. The City owns a number of jersey barriers located at the Civic Yards compound and can have them relocated inexpensively.





## **Appendix B**

### **Letter and Questionnaire to Residents**



July 5, 2019

Dear Resident:

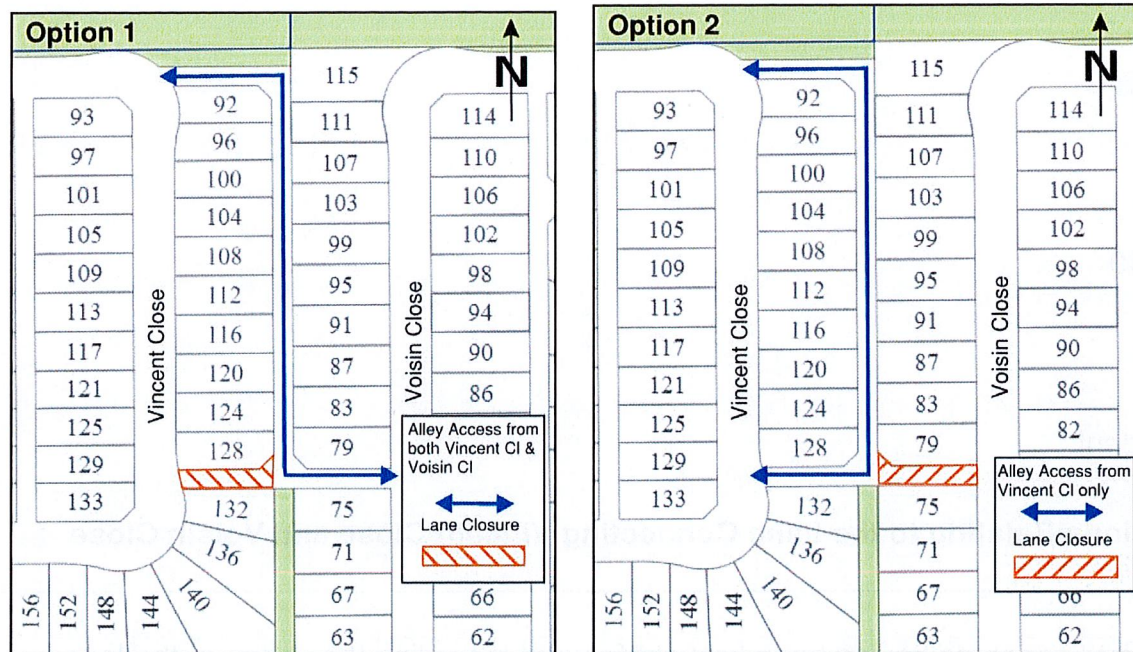
**Re: Options Relating to the Lane Connecting Vincent Close and Voisin Close**

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In response to concerns having been brought forward regarding the usage of the lane connecting Vincent Close and Voisin Close, The City is requesting your feedback on options relating to the lane. The image below shows the lane that is currently under review:



There are two possible options being considered with respect to a partial closure of the lane connecting Vincent Close and Voisin Close. Those two options are shown in the images below:



Based on the options presented above, we would appreciate you completing and returning the attached questionnaire to The City. Please return your completed questionnaire no later than July 26, 2019, by one of the following methods:

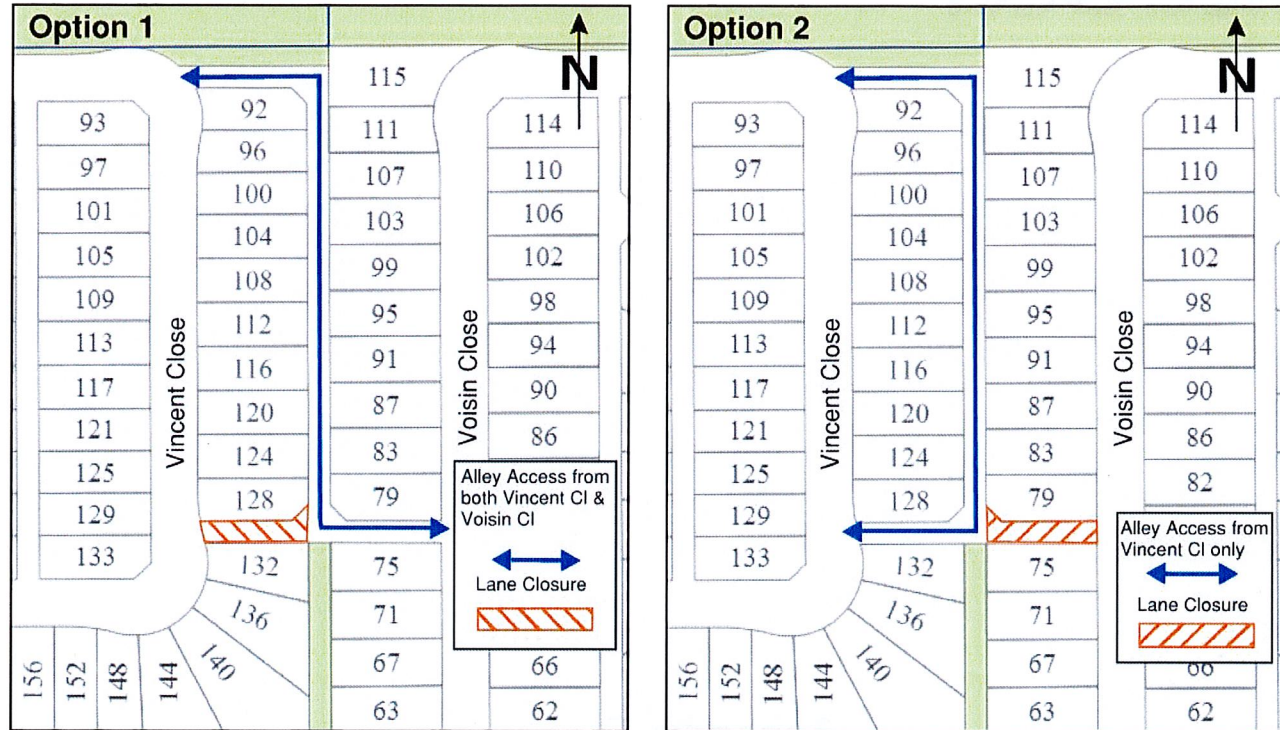
- Via email to [Engineering@reddeer.ca](mailto:Engineering@reddeer.ca);
- In person to Engineering Services – 3<sup>rd</sup> Floor, City Hall (4914 48 Avenue); or
- By mailing to: Engineering Services  
c/o The City of Red Deer  
Box 5008  
Red Deer, AB T4N 3T4

If you have any questions, please contact Niki Burkinshaw or Kyle Perron at 403-342-8158.

Sincerely,

Niki Burkinshaw, P.Eng.  
Transportation Engineer  
Attach.



**Vincent Close / Voisin Close – Lane Questionnaire**

Based on the options presented above, which do you support?

- ☐ Option 1
- ☐ Option 2
- ☐ No lane closure

If either Option 1 or Option 2 is chosen, do you support a Local Improvement tax to fund the improvement?

- ☐ Yes ☐ No

Are you the property owner or a tenant?

- ☐ Property Owner ☐ Tenant

Please provide your address: \_\_\_\_\_  
(to confirm one response per household)

*Return your completed survey to the City of Red Deer (Engineering Services) no later than July 26, 2019.*



Originally Submitted to the July  
8, 2019 Council Meeting.

June 24, 2019

## Lane Closure Request (Vincent Close / Voisin Close) - Request to Table

Legislative Services

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

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At the Monday, March 4, 2019 Council Meeting, Council passed the following resolution:

Resolved that Council of The City of Red Deer having considered the petition and supporting requests for lane closure from various neighbourhood residents and the report from Engineering Services dated February 15, 2019 re: Lane Closure Request (Vincent Close/Voisin Close) hereby directs administration to bring back a report within 4 months exploring options with neighbourhood input including:

1. Option #1 west lane closure on a temporary/pilot basis or permanently; or
2. Other operational measures or options that administration considers feasible.

### **Recommendation:**

Due to staff working on high priority projects, Administration is asking that Council consider tabling Lane Closure Request (Vincent Close/Voisin Close) to Q3 to allow Administration time to facilitate neighbourhood input.

### **City Manager Comments:**

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I support the recommendation of Administration.

Allan Seabrooke  
City Manager

### **Proposed Resolution:**

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Resolved that Council of The City of Red Deer having considered the report from Legislative Services dated June 24, 2019 re: Lane Closure Request (Vincent Close/Voisin Close) – Request to Table hereby agrees to table consideration of this matter to Q3 to allow Administration time to facilitate neighbourhood input.



Originally Submitted to the  
March 4, 2019 Council Meeting

February 15, 2019

## Lane Closure Request (Vincent Close / Voisin Close)

Engineering Services

### Report Summary & Recommendation:

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Residents in Vincent Close have put forward a request for a lane closure between Vincent Close and Voisin Close with concerns that shortcutting was creating a safety concern.

Since the original complaint in 2014, Administration has extensively reviewed the area and concerns from the residents with focus on the following:

- Current Safety – there have been no reported collisions related to the use of the lane;
- Future Safety – closing of any portions of the lane reduces the effectiveness of emergency vehicles to attend to the site for emergency purposes;
- Access – closing of the rear lane restricts traffic from exiting the subdivision if the main road is closed; and
- Current traffic – traffic volumes have already been reduced by 56% and are now less than 10% of rated capacity.

Based on the above information, Administration recommends leaving the lane open as-is with the existing signage to remain.

### City Manager Comments:

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I support Administrations recommendation in principal. I have no objection to further exploring Option I through an official consultation process.

Craig Curtis  
City Manager

### Proposed Resolution

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Resolved that Council of The City of Red Deer having considered the petition and supporting requests for lane closure from various neighbourhood residents and the report from Engineering Services dated February 15, 2019 re: Lane Closure Request (Vincent Close/Voisin Close) hereby agrees to leave the lane open as-is with the existing signage to remain.

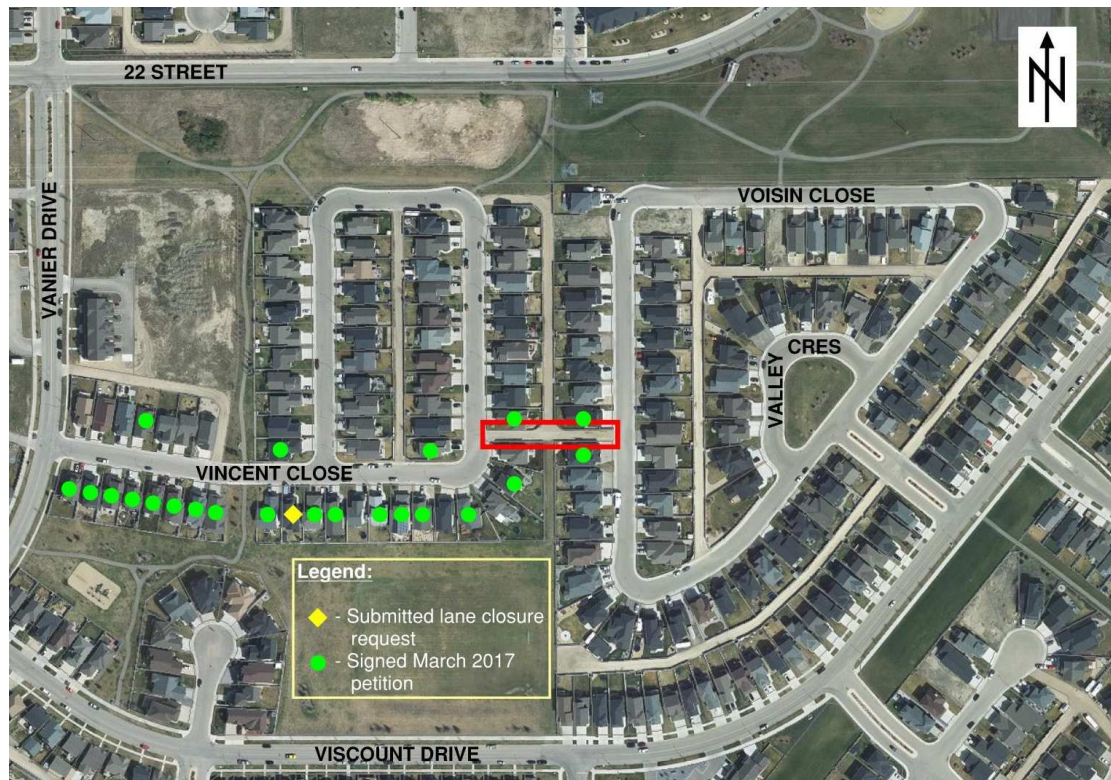


## Report Details

### Discussion:

A resident of Vincent Close (Terry Johannson), acting on behalf of a group of their neighbours, has submitted a request for Council's consideration to close a portion of the lane between Vincent Close and Voisin Close. The letter submitted for consideration is included in **Appendix A** of this report.

The lane in question is shown in **Figure I** below (with the lane shown inside the red box), connecting Vincent Close and Voisin Close within the Vanier Woods and Vanier East neighbourhoods.



**Figure I: Location**

The lane between Vincent Close and Voisin Close offers residents of Voisin Close more direct access to 22 Street and 30 Avenue than using Viscount Drive. While the Traffic Safety Act does not prohibit the use of lanes, the City of Red Deer's Design Guidelines states that lanes are not intended to carry through traffic and that they should not encourage shortcutting by vehicles between roadways. The guidelines also note that lanes provide access to the rear yard of lots, as this lane does for the residents of both Vincent Close and Voisin Close who back onto the north-south lane between the closes.





Both Vincent Close and Voisin Close are considered to be “P-Loop” roadways. The Design Guidelines state that an emergency access or lane connection must be provided within the loop section if the “P-Loop” entrance road is undivided or if there are deep utilities routed along the entrance road. Vincent Close has an undivided roadway and has deep utilities within that entrance, and Voisin Close has deep utilities routed through its entrance. Therefore, the lane in question acts as the required emergency access route for both residents of Vincent Close and Voisin Close in the event of an emergency or utility repair. Without that connection, the residents would have no alternative access if their respective “P-Loop” entrance roads were blocked.

### Administration’s Recommendation:

To date, the lane between Vincent Close and Voisin Close has seen a 56% reduction in daily traffic volume and 59% reduction in peak hour volume since the original complaint in 2014 with signage changes that have been put in place. On average, the lane is operating at or below 10% of a lane’s total capacity. Based on the success of the signage in reducing traffic volumes, and that those volumes are not considered to be excessive for a lane, Administration’s does not recommend further action at this time.

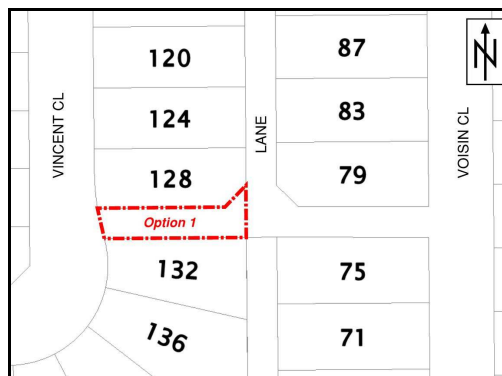
Administration’s recommended option is to leave the lane as-is with both portions of the lane open and the signage to remain in place. This maintains emergency access for both Vincent Close and Voisin Close, maintains unrestricted access to the deep utilizes located within the lane, and maintains reasonable access to their rear yards for residents of Voisin Close.

### Options Proposed by the Residents:

The following options are presented for Council’s consideration with respect to the request for a lane closure between Vincent Close and Voisin Close, as put forward by the residents of Vincent Close:

#### **Option 1: Close West Access to Lane**

The first option presented by the residents is to close the west portion of the lane, as illustrated in **Figure 2**, below.



**Figure 2 – Resident Option 1 (West Closure)**



This option may result in a further decrease in traffic using the lane, though it is not known to what extent. It is not likely to prevent all traffic from using the route and volumes are already shown to be low based on the most recent traffic counts from 2018. This option does maintain emergency access for both Vincent Close and Voisin Close and maintains reasonable access to their rear yards for residents of Voisin Close. If pursued, the lane closure would need to be designed to allow access for City forces to perform ongoing maintenance and complete any necessary repairs on the deep utilities within the lane, as discussed in the “analysis” section of the report, below.

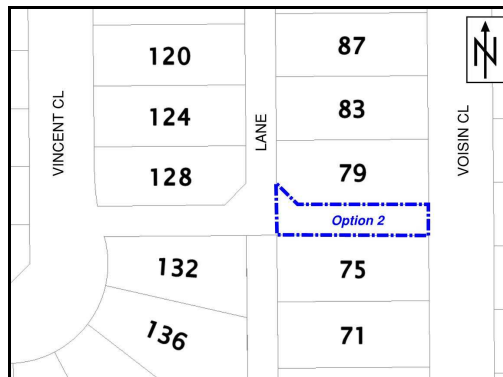
If this option is pursued, the standard road closure process would be followed including preparing a Road Closure Bylaw to go before Council, which would include notification of all landowners within 100m of the closure. In addition to the Road Closure Bylaw, a Land Use Bylaw Amendment would be needed to re-designate the road (lane) to an appropriate land use (most likely Public Utility Lot) and a Minor NASP Amendment would be needed to remove the road (lane) from the Land Use Concept.

Each of these processes takes time to process and approve, though it is noted that they could be processed concurrently. Typically amendments take a minimum of 3 – 4 months to complete. Each of these processes also has associated fees that are normally the responsibility of the person(s) applying for the change, summarized as follows:

- a) Road Closure Bylaw – \$500
- b) Land Use Bylaw Amendment – \$650
- c) Minor NASP Amendment – \$1,875
- d) Construction costs as required for closing the lane
- e) Costs for any other conditions imposed

### **Option 2: Close East Access to Lane**

The second option presented by the residents is to close the east portion of the lane, as illustrated in **Figure 3**, below.



**Figure 3 – Resident Option 2 (East Closure)**





Administration does not support closing the east portion of the lane, as this would result in both Vincent Close and Voisin Close not having the required emergency access in the event that the entrance to either roadway is blocked. As noted above, both closes are considered “P-Loop” closes, which requires emergency access off the loop portion of the roadway – and this lane acts as that emergency access for both closes.

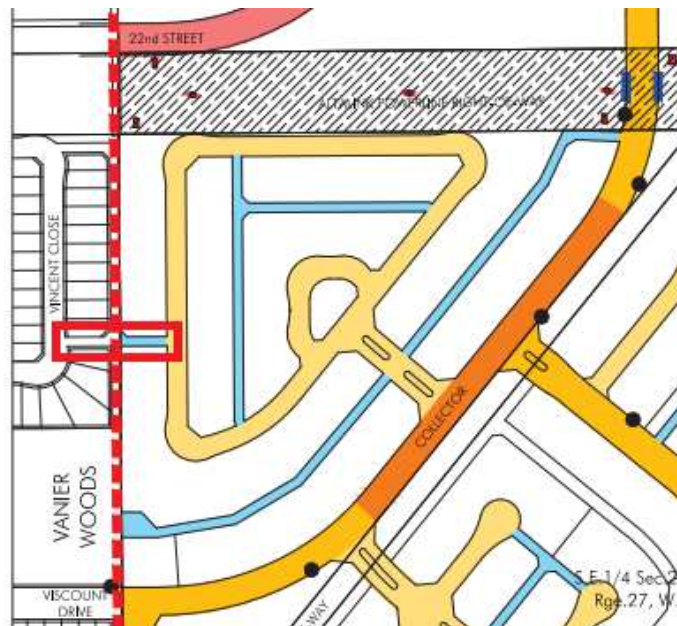
Additionally, this would restrict residents of Voisin Close from being able to reasonably be able to access their rear yards, as they would need to drive through Vincent Close to access them.

### ***Option 3: Construct New Roadway from Voisin Close to 22 Street***

This option has not been explored by Administration at this time due to the substantial cost for constructing a new roadway and impact to the overall neighbourhood design.

## **Dialogue**

The lane is shown in **Figure 4** (inside the red box) within the context of the Lancaster / Vanier East Neighbourhood Area Structure Plan (NASP), originally approved by Council in June 2011. Prior to the Lancaster / Vanier East NASP going before Council in 2011, standard public consultation processes were followed, including holding a public open house and mailing notification letters to all landowners within 100m of the neighbourhood. The potential for laneway shortcutting was not among the comments received at that time.



**Figure 4: Image from the Lancaster / Vanier East NASP**

Concerns regarding shortcutting through the lane date back to July 2014, with the initial request to close the lane being received by Engineering Services in May 2017. There have been numerous communications back and forth with the resident (Terry Johannson)



regarding the lane and their concerns. Throughout this process, multiple field investigations were completed and signage changes were implemented to address the concern (discussed in the “analysis” section below), which has resulted in a significant reduction of traffic using the lane.

Legislative Services received the formal request with respect to closing a portion of the lane on March 12, 2018. Following receipt of the request, Engineering Services circulated the request for the lane closure to City departments on April 23, 2018, and subsequently completed a comprehensive review of the request as part of this report preparation.

## **Analysis:**

### ***Safety***

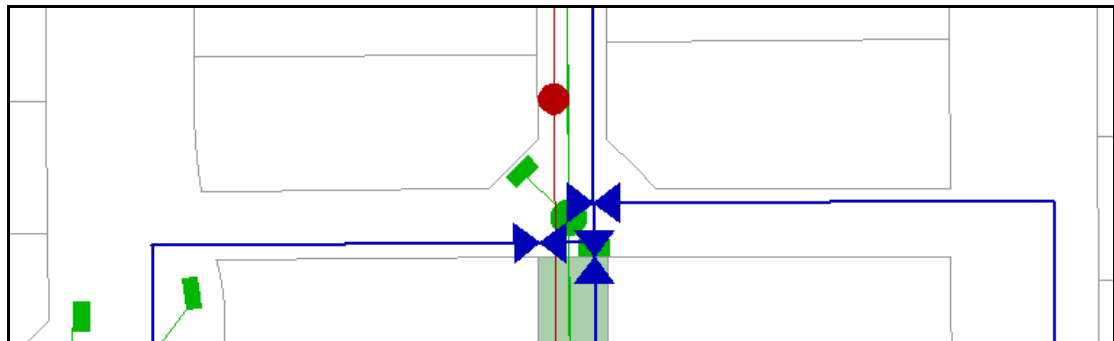
Administration reviewed the collision database and there is no evidence of an increased collision issue in this area and there was no indication that there have been any collisions as a result of the use of the lane.

### ***Emergency Access***

Due to the configuration of “P-Loop” closes, it is important to maintain emergency access from a second point of access. This ensures that if the main entrance to the subdivision is closed in an emergency situation there is sufficient access for the residents and emergency responders to leave or enter the subdivision. The lane acts as this emergency access for both Vincent Close and Voisin Close.

### ***Access for Utility Maintenance and Repair***

Environmental Services requires access to the lane to perform ongoing maintenance and complete any necessary repairs on the deep utilities within it. Both portions of this lane contain watermains, with additional utilities running under the north-south lane, as shown in **Figure 4** below. If a lane closure is pursued, the property must remain titled to the City (e.g. as a Public Utility Lot or other applicable land use) and the lane should remain gravel or grass, with a removable gate or bollards to ensure easy access for City forces.



**Figure 4 – Utilities within the Lane**

***Rear Yard Access***

Through the departmental review, it was also noted that if a lane closure were to be pursued, Option 1 (west closure) would be preferred with respect to still providing reasonable access to their rear yards for residents of Voisin Close. However, this option may route more traffic through the lane to the north. Option 2 (east closure) would require Voisin Close residents to access their rear yards by driving through Vincent Close (e.g. they would have no access to the lane from Voisin Close).

***Traffic Analysis & Signage Changes***

In February 2014, Engineering Services conducted a 12-hour traffic study that recorded a total of 150 vehicles with a peak hour volume of 22 vehicles. Lanes are designed to accommodate up to 500 vehicles per day, and so it was determined that this particular lane was operating under capacity. However, it was noted that 21 of the 22 vehicles observed during the peak hour may have been shortcutting, and that using the lane provided a 500m saving in commuting distance (which equates to less than one minute savings of travel time). Following the February 2014 study, The City installed “No Thru Traffic” and “Alley Access Only” signs at the east and west entrances to the lane.

A second traffic study was conducted in October 2016, which recorded a peak hour volume of 14 vehicles – a decreased of 36% compared to the previous study. In consultation with the RCMP (with respect to enforceability of the signage), the previously installed signs were replaced with ones that read “DO NOT ENTER” and “ALLEY RESIDENTS ONLY” signs to further deter shortcutting.

Engineering Services conducted a 5-day traffic study in January 2018, which recorded a maximum peak hour volume of 9 vehicles and an average of 38 vehicles per day over that 5-day period (with daily traffic volumes ranging from 16 to 66 vehicles per day). On the highest volume day, the existing signage has shown to be effective in reducing the peak hour volume by 59% and reducing the daily traffic volume by 56%. It was also noted that the majority of peak hour volumes during that 5-day period were less than 5 vehicles per hour (e.g. equivalent to less than 1 vehicle every 12 minutes).

Based on the success that the signage changes have had in reducing both peak hour and daily traffic volumes, no additional improvements were deemed needed.



## **Appendix:**

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Appendix A – Resident Request for Lane Closure



**APPENDIX A**

## Legislative Services

Attn: Red Deer City Council

## Re: Request for Lane Closure between Vincent Close and Voison Close

On behalf of the Concerned Residents of Vincent Close in the City of Red Deer, we request that one of the two access points of an alley between Vincent Close and Voison Close be closed to vehicle traffic.

To provide some background information, there are three access points to the same alley; one east access on Voison Close, one west access on Vincent Close and one north access which exits on Vincent Close. There are 23 residents of Vincent Close who have previously signed a Petition for Local Improvement (despite the potential for cost to those residents) which indicates the degree of concern felt by the affected residents living directly west of the west alley access point and on both ends of the alley in question itself. The Petition for Local Improvement was abandoned when clarification of "reasonably affected residents" was deemed to include 66 2/3 approval from the very residents the petition was intending to stop from using the alley in question.

The residents who signed the Petition for Local Improvement are the same affected residents of Vincent Close who have been making complaints to the City of Red Deer about the east/west traffic through an alley which directly connects Vincent Close and Voison Close since 2008. This alley was being used by up to 60 to 100 vehicles per day as determined by a City of Red Deer installed traffic camera which was installed approximately 6 to 8 years ago, in the fall of 2016, the spring of 2017 and most recently in January of 2018. The heavy traffic is due to some of the residents of Voison Close who have chosen to use the alley as a short cut to either 22<sup>nd</sup> Street via Vanier Drive or 30<sup>th</sup> Avenue via Vanier Drive. Their normal path of travel should be within their own close and onto Viscount Drive. In addition, these vehicles using the alley seem to move much quicker through Vincent Close than Vincent Close residents themselves and routinely enter the close without stopping at the sidewalk.

In the fall of 2016, following complaints about the traffic through the alley despite "No Thru Traffic" signage (which was not enforceable), new "Do Not Enter Except Alley Residents and Service Vehicles, Violators will be Ticketed" signage was installed. The new signage is enforceable by the Alberta Highways Traffic Act Part 5 Division 2 Section 112 regarding "Rules of the Road" governing the utilization of highways and the use and operation of vehicles in respect of the following: (a) where to drive or not to drive a vehicle on (i) a highway; (ii) a roadway; (iii) a traffic lane. The result was negligible drop in alley traffic with many of the Voison Close residents continuing to flaunt the law and, in some cases, using their alley resident status as a license to continue to use the alley as a shortcut. To my knowledge, no one has been charged for use of the alley likely because this is not a high priority for Traffic enforcement.

I was advised by Legislative Services that it is highly recommended to contact residents within 100 m of the alley of the intention to submit this Request for Lane Closure but I am not willing to put myself or any other resident from Vincent Close into a potentially confrontational situation as some Voison Close residents are already voicing strong opposition to losing their illegal short cut.

I am including a copy of the Petition for Local Improvement which was signed by 23 residents of Vincent Close prior to getting clarification on "reasonably affected residents" and was subsequently abandoned in favour of this Request for Lane Closure which will clearly indicate the hopes of those residents.

THE CITY OF RED DEER  
Legislative Services

**RECEIVED**DATE: *Mar 12, 2018*BY: *Jody Zient*



In the spirit of not just offering complaints but also offering solutions, here are the possible options for mitigating the issues faced by Vincent Close residents and the variables to be considered for each:

**Option 1:**

Closure of the west access of the lane which is the most direct access to Vincent Close. This option has the least opposition from the City services contacted so far.

**The Pros:** This closure would hopefully minimize traffic flow through the alley and ultimately, Vincent Close.

**The Cons:** While traffic may be minimized it may end up having the undesired consequence of merely redirecting Voison Close traffic through the alley to the north access and spilling onto the two other parts of Vincent Close not currently experiencing any Voison Close traffic. Vehicles have been observed attempting to ostensibly using this north exit when visually identified and photographed as illegally using the alley in violation of Alberta Highways Traffic Act Part 5 Division 2 Section 112.

**City Services Concerns:** Waste disposal trucks make their pickups on the street on both closes and do not use the alley. Emergency services would have full access to the entire alley from the north-west and the east. Vincent Close would not be completely isolated in the event of an emergency or utility issue at the very west end of Vincent Close.

**Safety Concerns:** Vehicles not stopping for the sidewalk concerns for children would continue for Voison Close and would merely be relocated to the north access point of the alley on Vincent Close.

**Vincent Close Concerns:** The residents who are primarily concerned with the Voison Close traffic reside directly west of the Vincent Close access point and currently fully experience the east/west traffic flow and would continue to do so if the residents continued to use Vincent Close via the north alley access for their commute. The redirected traffic would create new concerns for residents not currently being affected by the traffic from Voison Close.

**Option 2:**

The preferred point of lane closure for the residents of Vincent Close would be the east access of the lane which is the most direct access from Voison Close. This option is not being supported by any of the City services that have been contacted on this issue.

**The Pros:** This would ensure that the traffic flow from the residents of Voison Close would completely stop.

**The Cons:** This would limit direct access for property owners of Voison Close to the rear of their properties but at this point there are no garages on either side of the alley and winter tracks in the north/south alley indicate no one is accessing their property while the east/west route is heavily used. In-direct rear property access would still be available from Vincent Close for those ten residents on Voison Close who would require it by travelling on Viscount Drive, Vanier Drive and finally Vincent Close.

**City Services Concerns:** Waste disposal trucks make their pickups on the street on both closes and do not use the alley. If the east access was closed with a City locked gate rather than a jersey barrier, emergency services would still have their required access as is the case for many City owned properties. There would also be potential for Vincent Close to be completely isolated should there be an emergency or utility issue at the very west end of Vincent Close.

**Voison Close Concerns:** For those ten residents backing onto the alley they would lose their direct access to the rear of their property, but it would **not** be eliminated. For other residents of Voison Close, they would simply be losing their short cut access to Vanier Drive, 30<sup>th</sup> Avenue and 22<sup>nd</sup> Street.

**Safety Concerns:** With traffic from Vincent Close eliminated, there would no longer be concerns of children being struck from traffic exiting the alley in either direction. The alley is being used as a street but there are no stop signs which would normally be the case for a street with a blind "T" intersection accessing another street. Vehicle speeds through Vincent Close may be reduced with elimination of non-resident traffic. Residents nearest the alley report many near misses between children and vehicles exiting the alley. There is a pedestrian crossing midway through the close between the park accesses, and there are three day-care centres in the area that regularly use that crossing. Minimizing traffic and traffic speeds is paramount.

**Option 3: (and most unlikely)**

Create a new 300' street from Voison Close north to 22<sup>nd</sup> Street to alleviate all access and traffic concerns. There is no support for this option from the City services contacted.

**The Pros:** Residents seeking a shorter, faster route to 22<sup>nd</sup> Street would no longer feel compelled to use Vincent Close as their shorter, faster route.

**The Cons:** The City would consider this too expensive to even consider and it would cross an Alta-link right-of-way and a municipal reserve area.

**City Services Concerns:** More expense to maintain but creates easier access for all City services.

**Safety Concerns:** While it seems incomprehensible that drivers from 22<sup>nd</sup> Street would use this as a new short cut to Viscount Drive it is not inconceivable. The residents of Voison Close would then be experiencing what the residents of Vincent Close are experiencing. The new access would enter and exit from a playground zone not currently being observed by many motorists on 22<sup>nd</sup> Street or the northern edge of Voison Close.

**Overview:**

We realize that a lane closure is not to be taken lightly and would not make this request if it did not encompass safety concerns for the children of Vincent Close. The alley between the two closes is, for all intents, being used as a street which we are sure was not it's intended purpose.

Other considerations for deterring traffic through the alley with or without the west end alley closure should include stop signs at all three exits of the alley and the creation of a playground zone at the pedestrian crossing in Vincent Close to provide Traffic enforcement with additional abilities for infraction enforcement. Furthermore, should the west end of the alley actually be closed and the Voison Close traffic redirects itself to the north exit, create a playground zone on the north side of Vincent Close just as there is on the north side of Voison Close and which backs onto the same municipal reserve.

For every resident of Voison Close who objects to any type of closure of the alley between Vincent Close and Voison Close, there are just as many residents of Vincent Close who would applaud the eventual elimination of the unwanted traffic from Voison Close.

*We appreciate your consideration into this contentious matter.*

Kind Regards,

Terry Johannson on behalf of:  
The Concerned Residents of Vincent Close

Red Deer, AB T4R 0H7





I have added this drawing which was included an email from Frieda McDougall, Manager, Legislative Services, which more clearly illustrates current and potential traffic patterns if the west entrance was to be closed.

However, I disagree with the number of impacted houses on any of the housing counts as it does not include the 15 houses west of the pedestrian crossing which will continue to experience all of the traffic despite closure of the West Entrance of the alley.



# ABANDONED

## PETITION FOR LOCAL IMPROVEMENT

(Pursuant to the Municipal Government Act, Chapter M-26.1, of the RSA 1994 and the amendments thereto)

TO: THE MAYOR AND COUNCIL OF THE CITY OF RED DEER IN THE PROVINCE OF ALBERTA


















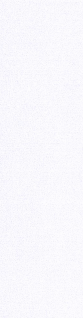


WE, THE UNDERSIGNED PROPERTY OWNERS, REQUEST THAT YOU CONSTRUCT

A BARRIER ON THE WEST ACCESS POINT OF THE ALLEY BETWEEN VINCENT CLOSE AND VOISON CLOSE

AS A LOCAL IMPROVEMENT TO BE ASSESSED BY WAY OF A WAY OF A UNIT RATE TO BE FIXED BY COUNCIL, IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL GOVERNMENT ACT AND THE BYLAWS OF THE CITY OF RED DEER.

NAME OF THE PERSON WHO IS THE REPRESENTATIVE OF THE PETITIONERS \_\_\_\_\_

EACH PETITIONER, BY SIGNING THIS PETITION, CERTIFIES THAT HE OR SHE IS AN ELECTOR OF THE CITY OF RED DEER.

SIGNATURE OF REGISTERED OWNER OR ASSESSED OWNER	PRINTED NAME OF REGISTERED OWNER OR ASSESSED OWNER	STREET ADDRESS OR LEGAL DESCRIPTION OF LAND	DATE	SIGNATURE OF ADULT WITNESS
	TERRY JOHNSON		MARCH 18/17	
	Dayna Wolfe		MARCH 18/17	
	Lauren Brown		MARCH 20/17	
	KEVIN CLARK		MARCH 25/17	
	Tamara Gortier		MARCH 18/17	
	Caroling Perry		MARCH 18/17	
	Heather Kusel		MARCH 19/17	
	Kris Nelson		MARCH 20/17	
	Denise Freden		MARCH 18/17	
	Brittany Davis		MARCH 20/17	

**PETITION FOR LOCAL IMPROVEMENT**

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	Jeffree Roy		MARCH 19 <sup>th</sup> 2017	
	Torben Zeng		MARCH 18	



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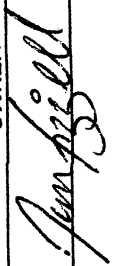
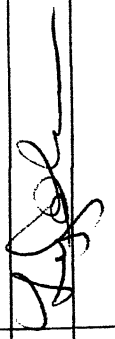


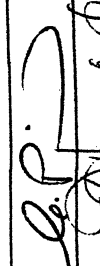



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SIGNATURE OF REGISTERED OWNER OR ASSESSED OWNER	PRINTED NAME OF REGISTERED OWNER OR ASSESSED OWNER	STREET ADDRESS OR LEGAL DESCRIPTION OF LAND	DATE	SIGNATURE OF ADULT WITNESS
	JASON FRIZZELL		MARCH 20 / 2017.	
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	Fernando Tavares		March 18/17	
	Mindy Sinclair		March 25/17	
	Paul Goodwin		March 19/17	
	Michael Scott		March 19/17	
	Scott Robinson		March 19/17	

[illegible]

## **Lane Closure Request (Vincent Close/Voisin Close)**

### **Additional Public Comments Received**

**Amber Senuk**

---

**Subject:** FW: Vincent Close - Voison Close Linkage

---

**From:** Frieda McDougall  
**Sent:** April 11, 2018 4:13 PM  
**To:** 't.baragar@lex3.ca' <  
**Subject:** FW: Vincent Close - Voison Close Linkage

Hello Trevor. Thank you for your email. We expect this issue will be considered by Council in June and will ensure your comments are provided to them for their information and consideration.

**Frieda McDougall** | Manager  
Legislative Services  
The City of Red Deer

T: 403-342-8136  
F: 403-346-6195

---

**From:** Trevor Baragar  
**Sent:** April 11, 2018 8:01 AM  
**To:** Legislative Services <[LegislativeServices@reddeer.ca](mailto:LegislativeServices@reddeer.ca)>  
**Cc:** Terry Johansson  
**Subject:** Vincent Close - Voison Close Linkage

Hi,

My name is Trevor Baragar and I live at \_\_\_\_\_ I am writing in regard to the initiative to close the alley linkage between Vincent Close and Voison Close. My house is positioned on the \_\_\_\_\_ of the ally on the Vincent Close side of the linkage. I have lived in this home for 8 years and have 4 children ages 4 to 13. My children are often playing in the street or sidewalk and this linkage has been a consistent fear of mine. People from Vanier East use it as a thoroughfare and often have little regard for what might be going on in our side. My children have had a number of close calls. Terry Johansson has been a strong supporter of this initiative. I am writing in support of his efforts and sincerely hope that his hardwork will go toward making our close a safe place for kids.

Thanks.

Trevor Baragar

**Amber Senuk**

---

**Subject:**

FW: Request For Lane Closure

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

From: Craig Pinksen &lt;

Sent: April 12, 2018 12:20 PM

To: Legislative Services <[LegislativeServices@reddeer.ca](mailto:LegislativeServices@reddeer.ca)>

Cc: Terry Johannson

Subject: Request For Lane Closure

To Red Deer City Council:

Since moving to Red Deer we have been dealing with traffic from neighbouring streets and closes coming through the emergency lane that connects Vincent Close to Voisin Close and 22nd Street.

Most of the traffic coming through the close actually comes from the lanes that connect Vincent Close to the other neighbourhood(s). One of the reasons I moved to this location was the fact it was located in a close and would not be subjected to other traffic.

Traffic coming through the lanes usually speeds through the area subjecting the neighbourhood children to dangerous road traffic. They speed through hoping no one will see their violation. There is signage in place but nothing has been done to enforce the do not enter so there is no consequence to their traffic violations.

I have also seen vehicles parked in the lane which I believe is to be used by emergency and city personnel only except without specific permission? Therefore, these vehicles also pose a threat to responders getting to areas in an emergency. It is a complete and blatant disregard for our safety in Vincent Close.

I pay a high amount of property tax and for that I expect to be treated with respect so imagine my dismay when a fellow resident representing myself and my family comes forward with a complaint and nothing is done about it. I have signed a petition representing the majority of residents and the town council has done nothing to support me and my fellow residents.

I expect to see barricades erected on each lane to restrict traffic as present on other lanes throughout the city so emergency responders and city vehicles are the only vehicles allowed to access the area without the city's consent. The barricades I see in other areas are a chain or posts erected across the entryway that are locked with the municipal authorities controlling access. Uncontrolled access such as we currently suffer in Vincent Close poses a threat to our families' safety.

If you have any questions for me regarding my observations or request as per above please do not hesitate to reach out to me. I feel very strongly about this issue. I expect to see immediate action on our request to protect our families' safety on Vincent Close. If this is not possible I will hold you accountable in the next municipal election.

Regards,



FW: Road closure between Vincent and Voisin close

**1**

# **Lane Closure Request Vincent Close / Voisin Close**

## **Public Comments Received**

**Amber Senuk**

---

**From:** Terry Johansson  
**Sent:** February 28, 2019 5:43 PM  
**To:** Amber Senuk  
**Subject:** Vincent/Voison alley pics  
**Attachments:** IMG\_2797.JPG; ATT00001.txt; IMG\_2798.JPG; ATT00002.txt; IMG\_2801.JPG; ATT00003.txt; IMG\_2802.JPG; ATT00004.txt; IMG\_2820.JPG; ATT00005.txt

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

Hello Amber,

Since we will not be allowed to speak, please include these pictures from the last month.

They show the north end of the alley completely choked with snow but the City has likely not received any complaints because no one uses it.

The other pictures are of the south end of the alley with access between Vincent and Voison Close. Notice the well worn alley that could pass for any city street for which it is actually being used. Also notice only one set of tracks going north from the south alley. Telling, isn't it?

I could also send video of vehicles using the alley, if needed, and in one case the vehicle exits the alley into Vincent Close without stopping which has been much of our complaint. SAFETY!!

Please present these photos to City council for the March 4th meeting.

Regards

Terry Johansson

























Council Decision – September 30, 2019

**DATE:** October 2, 2019  
**TO:** Konrad Dunbar, Engineering Manager  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Lane Closure Request (Vincent Close/Voisin Close)

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**Reference Report:**

Engineering Services, dated September 30, 2019.

**Resolution:**

At the Monday, September 30, 2019 Regular Council Meeting, Council passed the following Resolutions:

Resolved that Council of The City of Red Deer having considered the report from Engineering Services dated September 30, 2019 re: Lane Closure Request (Vincent Close / Voisin Close) hereby agrees to restrict vehicular access to the portion of lane between Lots 128 and 132 on Vincent Close for one year with residents to be consulted following one year of restricted access.

Resolved that Council of The City of Red Deer having considered the report from Engineering Services dated September 30, 2019 re: Lane Closure Request (Vincent Close / Voisin Close) hereby agrees to direct administration to bring back a report exploring traffic calming and/or speed reductions (30km/h zone) on the north side of Vincent Close (by Lot 92).

**Report back to Council:**

Yes.

**Comments/Further Action:**

Administration will report to Council on the results of exploring traffic calming and/or speed reductions (30km/h zone) on the north side of Vincent Close (by Lot 92).

A handwritten signature in blue ink, appearing to read 'Frieda McDougall'.

Frieda McDougall  
Manager

c. Director of Development Services



September 23, 2019

## Economic Leader

Planning Services Division

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

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This report furthers Council's overall vision for Red Deer to have "a strong, dynamic economy, fostered by entrepreneurship and innovation. Leveraging our central location, Red Deer is an economic hub with a revitalized downtown and a diverse local economy".

There are seven separate recommendations for Council's consideration and one strategy for Council's information. The programs proposed are recommended to run for a period of 2 years, followed by an evaluation of their impact and uptake at mid-year 2020.

We are requesting Council direct Administration to proceed to the next stages of implementation for each of the following:

1. Downtown Pride – Façade and Storefront Improvement Grant
2. Spurring Investment in Brownfield and Underutilized Sites – Environmental Site Assessment Grant
3. Spurring Investment in Underutilized Sites – Demolition of Vacant and Derelict Properties Grant
4. Increasing Certainty - Utility Connection Fee Grant
5. Creating Interesting and Engaging Streetscapes - Land Use Clustering
6. Reduce Parking Requirements for Residential Developments in the Downtown
7. Fostering Activity in the Downtown – Residential and Mixed-Use Tax-Offset Program (TOP)
8. Red Tape Reduction Strategies – Customer Service Initiatives

### **Proposed Resolutions**

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#### **I. Downtown Pride – Façade and Storefront Improvement Grant**

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop, with the Red Deer Downtown Business Association, a 2-year

Façade and Storefront Improvement Grant program to begin in February 2020, contingent upon the following:

- a) Council approves a one-time operating allocation of \$100,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following metrics:
  - a. Number of business facades completed
  - b. Number of business signage improvements
  - c. Number Crime Prevention Through Environmental Design (CPTED) improvements

## **2. Spurring Investment in Brownfield and Underutilized Sites – Environmental Site Assessment Grant**

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a 2-year Environmental Site Assessment Grant program, to begin in February 2020, contingent upon the following:

- a) Council approves a one-time allocation of \$50,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Number of Phase 1 and 2 ESAs
  - b. Remediation of brownfield sites
  - c. Sales of brownfield properties
  - d. Redevelopment of one or more brownfield properties

## **3. Spurring Investment in Brownfield and Underutilized Sites – Demolition of Vacant and Derelict Properties Grant**

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a 2 year Demolition of Vacant and Derelict Properties Grant, for implementation in February, 2020, contingent upon the following:

- a) Council approves a one-time allocation of \$100,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Program uptake metrics
  - b. Number of successful demolitions
  - c. Number of redevelopments on formerly derelict sites

## **4. Increasing Certainty – Utility Connection Fee Grant**

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a 2-year Utility Connection Fee grant program, with a start of February 2020, contingent upon the following:

- a) Council approve a one-time allocation of \$100,000 from the utility dividends in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Program uptake metrics
  - b. Number of developments that have utilized this incentive by type of utility connection

## **5. Creating Interesting and Engaging Streetscapes – Land Use Clustering**

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to initiate amendments to the Land Use Bylaw that promote land use clustering in the downtown to come forward by end of 2019.

## **6. Reduce Parking Requirements for Residential Developments in the Downtown**

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to initiate amendments to the Land Use Bylaw to reduce residential parking requirements in the downtown to come forward by June 2020.

## **7. Fostering Activity in the Downtown – Residential and Mixed-Use Tax-Offset Program (TOP)**

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a two-year Residential and Mixed Use Tax Offset Program(TOP), for implementation in February 2020, contingent upon the following:

- a) Council approve a placeholder in the 2022 and beyond operating budget recognizing future impacts to growth revenue from offsetting tax with this program.
- b) That Administration complete a detailed evaluation of this program at mid-year 2020, including the following measures:
  - a. Program uptake numbers
  - b. Impact on number of new residential units in downtown areas
  - c. Impact on assessed values in the downtown

## **8. Red Tape Reduction Strategies**

That Council accepts this for information.



## Report Contents

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This report is longer than typical Council reports therefore an overview of report contents is provided for navigation.

- A. Rationale for Recommendation
- B. Financial Consideration
- C. Next Steps
- D. Supporting Documents
- E. Programs for Consideration
  - 1. Downtown Pride— Façade and Storefront Improvement Grant
  - 2. Spurring Investment in Brownfield and Underutilized Sites – Environmental Site Assessment Grant
  - 3. Spurring Investment in Underutilized Sites – Demolition of Vacant and Derelict Properties Grant
  - 4. Increasing Certainty - Utility Connection Fee Grant
  - 5. Creating Interesting and Engaging Streetscapes - Land Use Clustering
  - 6. Reduce Parking Requirements for Residential Developments in the Downtown
  - 7. Fostering Activity in the Downtown – Residential and Mixed-Use Tax-Offset Program (TOP)
  - 8. Red Tape Reduction Strategies – Customer Service Initiatives

*Appendix A – Map of Greater Downtown and Key Districts*

## A. Rationale for Recommendation

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Council's overall vision is for Red Deer to have *"a strong, dynamic economy, fostered by entrepreneurship and innovation. Leveraging our central location, Red Deer is an economic hub with a revitalized downtown and a diverse local economy"*.

The *2019-2022 Strategic Plan* compels a proactive approach to reinforcing our economic resiliency, and positioning Red Deer as an economic leader. This report articulates programs to move this vision forward and provides options for Council.

The programs outlined within this report are intended to further Administration's interpretation of the key outcomes in service to Council's Strategic goals:

1. *Our downtown is a unique neighbourhood and is vital to our city's economy.*
2. *We understand and do our part in creating an environment for our businesses to thrive.*
3. *We foster innovation and cultivate entrepreneurial spirit and opportunity.*
4. *We leverage regional and local strengths to strategically diversify our economy.*

A city's downtown is the heartbeat of the community, and short-term actions taken to promote a vibrant and economically diverse downtown will have impacts on the economic climate throughout the community. Programs proposed in this report place special emphasis on Red Deer's Greater Downtown Area. As noted in *Downtown Red Deer's Investment Attraction Plan (DIAP)*, downtowns warrant particular attention from municipalities as they provide:

- Fertile ground for start-up and locally-based businesses
- Major contributions to the bottom line of municipalities
- Gathering places for members of the community
- Efficient use of existing infrastructure
- Home to many of a city's heritage assets
- A mix of uses and a diversity of activity that reflect a city's identity

Measures taken to attract development into our Greater Downtown Area can have spillover benefits to the city as a whole, whether through overall economic activity related to a project (materials, employment, etc.) or increases to the tax assessment base.

As an example, the DIAP's 'Return on Investment Scenario' evaluates the direct and indirect economic and tax benefits of three hypothetical development scenarios with varying densities (from 4 to 6 storeys) on a City-owned parking lot in the downtown. The analysis indicates that annual property tax increases of approximately \$70,000 to \$180,000 would be realized with a development on the site. This does not include the direct and indirect economic benefits which were forecast to range from \$10M to \$38M, respectively. In addition to economic benefits, social benefits flow from the attraction of new development, with more people engaging in

positive activities in the downtown benefitting our local businesses and bringing more vibrancy and 'eyes on the street'.

## B. Financial Considerations

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If Council chooses to move forward with the programs, some of them will require 2020 budget requests. The recommended dollar amounts for each of the following programs are generally lower in comparison to similar programs in other municipalities, in recognition of the economic realities facing our city.

In 2022, after an evaluation of the programs, Council could choose to continue, modify or terminate the programs. For the Tax Offset Program, it is anticipated that projects starting in 2020 would be nearing completion and an amount would need to be placed in the budget beginning in 2022 and beyond reflecting the tax offset in growth revenue.

<b>Program</b>	<b>2020 Operating Budget</b>	<b>2021</b>	<b>2022 and beyond Budget</b>
Downtown Pride Façade Grant	\$100,000	Use funds approved in 2020	Evaluate if want to continue to fund program
Environmental Site Assessment Grant	\$50,000	Use funds approved in 2020	Evaluate if want to continue to fund program
Utility Connection Fee Relief	\$100,000 (From electric and water utility dividend or MCAF %)	Use funds approved in 2020	Evaluate if want to continue to fund program
Demolition of Derelict Properties Grant	\$100,000	Use funds approved in 2020	Evaluate if want to continue to fund program
Residential and Mixed Use Development Tax-Offset Program (TOP)	Add in placeholder for 2022 and beyond as an estimate to reflect anticipated uptake in the program		<ul style="list-style-type: none"> <li>Add in actual dollar amounts from uptake of program to show decrease in tax growth revenue</li> <li>Evaluate if want to continue program</li> </ul>
<b>Total</b>	<b>\$350,000</b>	<b>\$0</b>	<b>TBD</b>

## C. Next Steps

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Administration will develop detailed implementation plans for each program, to be up and running in early 2020.

Program development will be focused on promoting these programs with the business and development community. Ongoing measures will be taken to gather feedback over the duration of the 2 year period, along with ongoing tracking of metrics to monitor program success and impact.

A report will come back to Council mid-year 2020 on the status of these programs.

Administration will continue to further this *Strategic Plan* direction with a focus on other areas or districts within our community such as our industrial districts to support ongoing business retention and attraction.

## D. Supporting Documents

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In service to Council's strategic focus on economic development, The City of Red Deer completed the *Economic Development Strategy* (EDS) in 2013. From this work, and earlier related documents such as the *Greater Downtown Action Plan* (2008), a number of subsequent plans and studies followed, which were intended to guide the implementation of recommended actions. Some examples include:

- *Downtown Red Deer's Investment Attraction Plan* (2016)
- *Planning and Development Services Value for Money Review* (2016)
- *Capstone at Riverlands Area Redevelopment Plan and background studies* (2016)
- *Downtown Red Deer Residential Attraction Study* (2018)
- *Business Attraction Strategy* (2019)

In May, 2016, Council endorsed the Top 10 economic development priorities for 2016-2019. The following criteria were developed to determine priorities:

- City of Red Deer's role in the initiative (Lead, Partner, or Support)
- Supports important CORD Priorities
- Speed to Success
- Creates a business-friendly atmosphere
- Diversifies the economy
- Maximizes the potential of property
- Impact on tax assessment
- Increases new business opportunities
- Increases job opportunities
- Reflects our identity

These criteria were crafted to serve The City of Red Deer's *2015-2018 Strategic Plan*, ensuring that the initiatives which scored well were consistent with City priorities. In 2016, Administration committed to re-evaluating economic development priorities after three years of implementation, and has utilized these same criteria to assess the below recommended priority initiatives.

To-date, efforts have been focused on implementing these priority initiatives, with significant progress being made in all areas, as outlined in the 2016 *Economic Development Lookback* report and subsequent annual reports.

With much of the 2016-2019 work being completed or having moved into core business activities, it is now time to re-establish economic development priorities and tactics to realize Council's renewed strategic plan and to position Red Deer as an *Economic Leader* in the province.

## **E. Programs for Consideration**

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### **I. Downtown Pride – Façade and Storefront Improvement Grant**

**Recommendation:** Council direct Administration to develop, with the Red Deer Downtown Business Association, a 2-year Façade and Storefront Improvement Grant program to begin in February 2020, contingent upon the following:

- a) Council approves a one-time operating allocation of \$100,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following metrics:
  - a. Number of business facades completed
  - b. Number of business signage improvements
  - c. Number Crime Prevention Through Environmental Design (CPTED) improvements

#### Description and Intent

This program would build upon the recommended actions in the DIAP and would include an enhancement of the Downtown Business Association's existing façade improvement program. Resources would be available to benefit all businesses in the Greater Downtown, with specific focus on Historic Downtown, the Business Improvement Area (BIA), and Capstone at Riverlands.

The City of Red Deer and the Downtown Business Association will work together to determine the details of the program, offering a matching grant to businesses up to a maximum amount for façade, signage or security-related façade improvements.



Businesses owners in the Historic Downtown, BIA, and Capstone areas, in good standing with The City of Red Deer, may be eligible for the following (details may change at implementation stage):

- Façade enhancement matching funds up to a maximum of \$20,000
- Perpendicular signage improvements matching funds up to a maximum of \$3,000
- Matching funds to support improvements implementing CPTED assessment recommendations up to a maximum of \$10,000
- All applications must ensure that resulting improvements reflect principles of good design with reference to Red Deer's CI Commercial District Development Design Criteria

The value of this type of program is clear when we consider the well-known 'Broken Windows' theory which affirms that visible signs of crime or civil disorder can often encourage similar behaviours, and that, conversely, investing in beautification and timely restoration of damaged or unsightly property discourages such behaviour. This program would support more inviting and engaging community spaces that are aesthetically pleasing and informative to consumers and which would work to minimize features that may attract undesirable behaviour, while maximizing the appeal of our downtown.

## **2. Spurring Investment in Brownfield and Underutilized Sites – Environmental Site Assessment Grant**

**Recommendation:** Council direct Administration to develop a 2-year Environmental Site Assessment Grant program, to begin in February 2020, contingent upon the following:

- a) Council approves a one-time allocation of \$50,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Number of Phase 1 and 2 ESAs
  - b. Remediation of brownfield sites
  - c. Sales of brownfield properties
  - d. Redevelopment of one or more brownfield properties

### Description and Intent

Brownfield sites (sites with known or suspected environmental contamination) are a well known challenge for municipalities. Due to the legal and financial aspects of developing on such sites, they can remain bare or vacant for years.

Based on recommendations from the DIAP and the DRAS, The City of Red Deer has an opportunity to take a focused approach to encouraging redevelopment of brownfield sites in our community. The following grant program would assist property owners in conducting Phase 1 or 2 Environmental Site Assessments (ESAs) on underutilized properties within the Greater Downtown Area. Resources allocated for the completion of ESAs will assist in facilitating the sale and redevelopment of suspected brownfield properties, resulting in

increased property tax revenue and both direct and indirect economic benefits of future development.

The DIAP cites the 2011 *AUMA Report on Brownfield Redevelopment* which recommends, among other things, that municipalities establish a grant program to offset the costs for Phase 2 ESAs. The average cost of a Phase 1 ESA is approximately \$5,000. Subsequent ESAs, if required, may be significantly more expensive. The cost of remediation can only be determined after subsequent ESAs have been completed.

In terms of other municipal examples, the DIAP notes that The City of Edmonton retooled its Brownfield Redevelopment Grant Program in 2014, which includes grant funding for a range of eligible costs including environmental consulting fees, with an annual overall program cap of \$5 million. Medicine Hat provides an ESA and Remediation/Risk Management Grant of up to \$50,000 per single project. In 2015, 16 properties in Downtown Medicine Hat were awarded a total of \$200,000 under this grant program. The DIAP also notes that approximately 58% of Ontario municipalities have a grant related to ESAs.

The program may involve the following components:

- For Phase 1 ESAs, 80% of the cost up to a maximum grant of \$5,000
- For Phase 2 ESAs, 50% of the cost up to a maximum of \$20,000

In the development of the program details, the above may be modified slightly to best meet the needs of those who will apply to the program.

### **3. Spurring Investment in Underutilized Sites – Demolition of Vacant and Derelict Properties Grant**

**Recommendation:** Council direct Administration to develop a 2 year Demolition of Vacant and Derelict Properties Grant, for implementation in February, 2020, contingent upon the following:

- a) Council approves a one-time allocation of \$100,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Program uptake metrics
  - b. Number of successful demolitions
  - c. Number of redevelopments on formerly derelict sites

#### Description and Intent

Derelict properties can present a variety of unique challenges to municipalities. These properties can be unsightly and can have a negative effect on the public's perception of an area as researched in the "Broken Windows" theory. Enforcement processes and the resources required to remove neglected properties can be substantial and time consuming. However, the costs to demolish these structures can be prohibitive for some property owners.

This initiative involves establishing a matching grant program to assist property owners in demolishing derelict properties, with the following key components:

- Eligible applicants may use funds to demolish structures up to a maximum of \$25,000 per site
- Preference will be given to properties within the Historic Downtown, BIA, and Capstone areas
- Redevelopment must begin within 18 months of receiving matching grant funds

In addition to the matching grant, Inspections and Licensing will craft internal policy to allow for Demolition Permit fees to be waived for eligible applicants.

#### **4. Increasing Certainty - Utility Connection Fee Grant**

**Recommendation:** Council direct Administration to develop a 2-year Utility Connection Fee grant program, with a start of February 2020, contingent upon the following:

- a) Council approve a one-time allocation of \$100,000 from the utility dividends in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Program uptake metrics
  - b. Number of developments that have utilized this incentive by type of utility connection

##### Description and Intent

The Downtown Residential Attraction Study (DRAS) notes that a recurrent piece of feedback from development stakeholders consulted was that utility connection fees charged to infill development projects within the downtown can be substantial and come as an unexpected cost. Establishing a program to partially offset these costs will provide greater certainty for developers and will enhance the appeal of redeveloping in our downtown. Making information available regarding connection fee rates will be a key component of this strategy, to further address concerns that these costs are often unanticipated.

Grande Prairie's Downtown Incentive Program, which is part of the Urban Residential Development Grant, provides a grant matching 50% of the costs to up-size water and wastewater connections up to \$50,000 (DRAS, p. 12).

This program would involve establishing a grant matching 50% of the costs to upgrade or upsize water, wastewater and electrical connections, to a maximum of \$30,000 (details may change at the implementation stage). Priority would be given to sites within the Historic Downtown, Capstone and Railyards areas.

The program would be administered out of the Planning Services Division.

## 5. Creating Interesting and Engaging Streetscapes - Land Use Clustering

**Recommendation:** Council directs Administration to initiate amendments to the Land Use Bylaw that promote land use clustering in the downtown to come forward by end of 2019.

### Description and Intent

Drawing upon the active edge concept developed in the Capstone at Riverlands ARP, this initiative would establish a requirement for active edge uses at prominent locations throughout the downtown, main thoroughfares, or where public realm and infrastructure improvements have occurred.

Red Deer's downtown will be characterized by commercial spaces being visible and accessible to the community in high traffic or strategic locations. Services will still be accessible and available but will not dominate our key pedestrian and public realm focal areas.

The creation of active edge areas will work in conjunction with efforts to encourage economic clustering, and will be primarily focused on Red Deer's Historic Downtown and BIA. Economic clustering, as recommended in the DIAP, refers to the colocation of complementary business types to create or give the feel of districts focused on a particular experience. For example, boutique eateries may be clustered together in a 'restaurant district', and so on.

Other municipal examples include Halifax's Argyle Street Entertainment District; Victoria's Downtown Core Area Plan; Calgary's Eastbend Districts; Kelowna's Civic Precinct Plan; and Edmonton's Capital City Downtown Plan.

This initiative would also compel a comprehensive review of the LUB and statutory documents that have implications on zoning in our downtown.

As this will entail amendments to the Land Use Bylaw, input from the Downtown Business Association, impacted landowners, businesses, and citizens will be requested.

## 6. Reduce Parking Requirements for Residential Developments in the Downtown

**Recommendation:** Council directs Administration to initiate amendments to the Land Use Bylaw to reduce residential parking requirements in the downtown to come forward by June 2020.

### Description and Intent

In recognition of the comparatively higher value of land in the downtown in comparison to other areas of the city, as well as the availability of existing public parking options, reducing the parking requirement for residential developments can improve the feasibility of development projects within our Greater Downtown Area while also encouraging utilization of public parking facilities. There is flexibility in how we apply a reduced parking requirement based on

underground or above ground parking for developments, among other considerations, though these details are yet to be worked out.

Red Deer's Municipal Planning Commission has dealt with parking relaxations to encourage downtown residential development, such as the Alexander Place development. In 2017, the City of Edmonton's reduced parking requirement for residential developments located close to transit facilities was approved in an effort to promote compact urban form and alternative transportation options.

As this initiative will require a Land Use Bylaw amendment, targeted stakeholder engagement with development and construction industry would occur, in addition to required consultation and public hearing process.

## **7. Fostering Activity in the Downtown – Residential and Mixed-Use Tax-Offset Program (TOP)**

**Recommendation:** Council direct Administration to develop a two-year Residential and Mixed Use Tax Offset Program(TOP), for implementation in February 2020, contingent upon the following:

- a) Council approve a placeholder in the 2022 and beyond operating budget recognizing future impacts to growth revenue from offsetting tax with this program.
- b) That Administration complete a detailed evaluation of this program at mid-year 2020, including the following measures:
  - a. Program uptake numbers
  - b. Impact on number of new residential units in downtown areas
  - c. Impact on assessed values in the downtown

### Description and Intent

This initiative will compel the implementation of a tax-offset grant program for new medium to higher-density market residential and mixed-use projects in the Historic Downtown and Capstone areas.

There is flexibility in program design, allowing us to best suit program composition to Red Deer's needs. Grant programs can be used to incentivize property owners, developers or any other qualifying investor. A grant program to incent development in the downtown requires a budget decision by Council. Upon endorsement, Administration will prepare a draft grant program outline and recommended structure.

A program of this type will have a range of benefits to multiple stakeholders. In considering whether to locate in the downtown, this program would provide property owners and developers an opportunity to improve the financial feasibility of potential projects. During the project's construction, both direct and indirect economic benefits, such as employment opportunities and patronage at local businesses, would be realized. Following a project's completion, downtown businesses will benefit from increased positive activity as a result of a larger population of downtown residents. The overall community will benefit from increased



legitimate activity that comes from continuous activation of downtown spaces by a larger population of residents and visitors, resulting in improved perceptions of our downtown.

Elements of the grant funding program should include (per DRAS recommendations):

- a) Eligible projects shall consist of the construction of new self-contained medium-to-high density residential and mixed-use dwelling units.
- b) Self-contained dwelling units may be created in new buildings or existing buildings provided that the incentive is only for additional new dwelling units.
- c) Renovations to dwelling units that were in existence prior to adoption of this policy are ineligible due to the program targeting new development or redevelopment within the Downtown.
- d) Projects, where rent or sale value is subsidized by any government entity, a non-profit organization or a cooperative, or where tax relief is provided, are ineligible for this program.
- e) Project funding is limited to a maximum amount per new qualified dwelling unit.
- f) Should there be inadequate funding to meet demand, applications will be held in a queue and processed in chronological order of their submission date if additional funding becomes available.
- g) Applicants/property owners must not be in arrears in taxes, municipal utilities or any other municipal charge.
- h) Clear guidelines for adjudicating applications that answer return on investment and/or public benefit for all tax payers.
- i) If any Development Permit lapses, project eligibility for funding will cease and will lose its place in the program's queue. A proponent could re-apply for program approval but would have to re-qualify and re-queue.
- j) Applications will be taken over a 2-year period, and funds will be awarded upon completion of construction.

The DRAS notes Lethbridge (HOCHIP program), Grand Prairie (Urban Residential Grant), and Medicine Hat (Downtown Development Incentive Program) as a few similar sized Alberta municipalities that have implemented such programs. Lethbridge committed an initial \$1.6m for up to 53 dwelling units at a max of \$30,000 per door. Medicine Hat's DDIP program has annual funding of \$284,000 to be allocated on a first-come first-served basis

At Council's discretion, Administration can begin immediately compiling a recommended structure for this grant program, with an approximate program start of February, 2020.

## 8. Red Tape Reduction Strategies

**Recommendation:** Council accept the following as information.

These red tape reduction strategies continue fostering an environment that makes doing business in our city an attractive endeavour. Initiatives in this category remove barriers while ensuring resources are allocated in a fair and financially responsible manner, and legislative

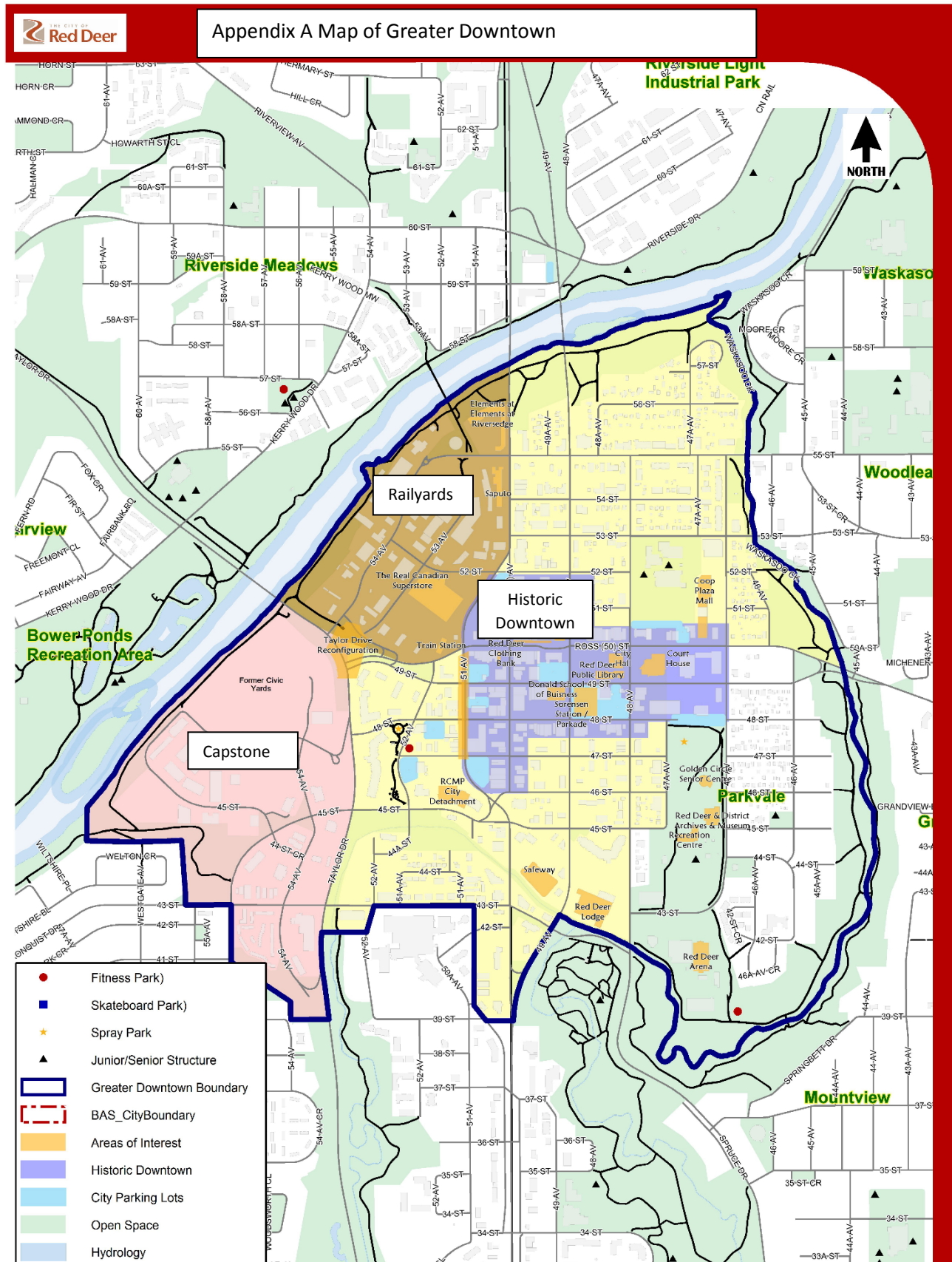
responsibilities are met. The City is committed to continuous improvement as well as ongoing dialogue with the business community and our residents.

The Value for Money Review (VFM) was completed in 2016, with a focus on the Planning and Development areas within The City of Red Deer. Implementation of many of the report's recommendations has been completed or is ongoing. Such process improvements benefit City customers (building and development stakeholders), residents, as well as The City itself by ensuring predictable processes, reliable timelines, and consistent costs, making sure our services remain competitive with those of comparable municipalities.

Our customer service needs are always changing and municipalities are challenged to also change to reflect these needs. For example, many changes have occurred with online meetings, mobile phones, texting, and website development even within the past 10 years. Ongoing customer service improvements will continue to play a vital role in supporting economic development objectives and improving the seamless customer service experience.

Areas of further improvement to highlight in 2020 to reduce regulations and streamline processes:

- Single-Point-of-Contact - Developers and businesses will benefit from having a single point of contact for their project to ensure continuity of process and minimize multiple contacts for multiple processes. Departments will also have a single point of contact for given project file, to enhance efficiency. Opportunities to improve processes will be observable from this vantage point
- Ongoing data tracking and sharing including publishing times for permits on the website
- Analyzing the City's changing environment in citizen service and customer needs (i.e. demographics)
- Improve online citizen service tools (E-Apply and E-Plan)
- Staff development opportunities





Council Decision – September 30, 2019

**DATE:** October 2, 2019  
**TO:** Tara Lodewyk, Director of Planning Services  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Economic Leader

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**Reference Report:**

Planning Services Division, dated September 23, 2019.

**Resolution:**

At the Monday, September 30, 2019 Regular Council Meeting, Council passed the following Resolutions:

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop, with the Red Deer Downtown Business Association, a 2-year Façade and Storefront Improvement Grant program to begin in February 2020, contingent upon the following:

- a) Council approves a one-time operating allocation of \$100,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following metrics:
  - a. Number of business facades completed
  - b. Number of business signage improvements
  - c. Number Crime Prevention Through Environmental Design (CPTED) improvements

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a 2-year Environmental Site Assessment Grant program, to begin in February 2020, contingent upon the following:

- a) Council approves a one-time allocation of \$50,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Number of Phase 1 and 2 ESAs
  - b. Remediation of brownfield sites
  - c. Sales of brownfield properties
  - d. Redevelopment of one or more brownfield properties



Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a 2 year Demolition of Vacant and Derelict Properties Grant, for implementation in February, 2020, contingent upon the following:

- a) Council approves a one-time allocation of \$100,000 in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Program uptake metrics
  - b. Number of successful demolitions
  - c. Number of redevelopments on formerly derelict sites

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a 2-year Utility Connection Fee grant program, with a start of February 2020, contingent upon the following:

- a) Council approve a one-time allocation of \$100,000 from the utility dividends in the 2020 budget
- b) That Administration complete a detailed evaluation of this program for mid-year 2020, including the following measures:
  - a. Program uptake metrics
  - b. Number of developments that have utilized this incentive by type of utility connection

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to initiate amendments to the Land Use Bylaw that promote land use clustering in the downtown to come forward by end of 2019.

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to initiate amendments to the Land Use Bylaw to reduce residential parking requirements in the downtown to come forward by June 2020.

Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs Administration to develop a two-year Residential and Residential Mixed Use Tax Offset Program (TOP), for implementation in February 2020, contingent upon the following:

- a) Administration submitting a 2022 Operating Budget Funding Request
- b) That Administration complete a detailed evaluation of this program at mid-year 2020, including the following measures:
  - a. Program uptake numbers
  - b. Impact on number of new residential units in downtown areas
  - c. Impact on assessed values in the downtown



Resolved that Council of The City of Red Deer having considered the report from the Planning Services Division dated September 23, 2019 re: Economic Leader hereby directs administration to include feedback on The City's collaboration activities with industry and community stakeholders in future reporting on Economic Leader programs.

**Report back to Council:**

Yes.

**Comments/Further Action:**

As detailed in the above resolutions.



Frieda McDougall  
Manager

- c. Divisional Strategist  
Chief Financial Officer  
Corporate Leadership Team



September 24, 2019

## Road Closure Bylaw Amendment – Bylaw 3625/2019

## Land Use Bylaw Amendment – Redistricting Bylaw 3357/W-2019

## Consideration of Second and Third Reading

Legislative Services

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

---

#### Summary:

The attached report is being brought forward from the Tuesday, September 3, 2019 City Council meeting.

#### **Recommendation:**

---

That Council considers second and third readings to Bylaw 3625/2019, a road closure bylaw for a 0.199 hectare city-owned area within the SE ¼ Sec 20; 38-27-W4M adjacent to the water treatment plant.

That Council considers second and third readings to Bylaw 3357/W-2019, an amendment to the Land Use Bylaw to rezone a 0.199 hectare city-owned area with SE ¼ Sec 20; 38-27-W4M adjacent to the water treatment plant from Road to II Industrial (Business Service) District.

#### **Background:**

---

On September 3, 2019 Council considered Bylaw 3625/2019, a road closure bylaw for a 0.199 hectare city-owned area within the SE ¼ Sec 20; 38-27-W4M adjacent to the water treatment plant and Bylaw 3357/W-2019, an amendment to the Land Use Bylaw to rezone a 0.199 hectare city-owned area with SE ¼ Sec 20; 38-27-W4M adjacent to the water treatment plant from Road to II Industrial (Business Service) District.

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 September 6 and September 13, 2019. A Public Hearing will be held on Monday, September 30, 2019 at 6:00 p.m. during Council's regular meeting.



**Proposed Resolution:**

---

That Bylaw 3625/2019 and Bylaw 3357/W-2019 be read a second and third time.



Originally Submitted to the  
September 3, 2019 Council  
Meeting

September 3, 2019

Road Closure Bylaw Amendment- Bylaw 3625/2019

Land Use Bylaw Amendment- Redistricting Bylaw 3357/W-2019

Planning Department

### **Report Summary & Recommendation**

Land and Economic Development has initiated a proposed road closure and rezoning for a 0.199 hectare city-owned area within the SE ¼ Sec 20; 38-27-W4M adjacent to the water treatment plant. The road closure and rezoning from road to I1 Industrial (Business Service) District will facilitate the consolidation of the road and the water treatment plant lands which are currently zoned I1.

Administration recommends Council support First Reading of Road Closure Bylaw 3625/2019 and Land Use Bylaw Amendment 3357/W-2019.

### **Proposed resolution**

That Bylaw 3625/2019 and Bylaw 3357/W-2019 be read a first time. If first reading is given, these bylaws will be advertised for two consecutive weeks with a joint public hearing to be held on Monday, September 30, 2019 at 6:00 p.m. in Council Chambers.

### **Analysis**

#### **1. Compatible with adjacent land uses**

The proposal is compatible with the adjacent land use of I1 Industrial (Business Service) District.

#### **2. Facilitate consolidation**

Rezoning the strip of road to I1 will allow the land to be easily consolidated with the adjacent water treatment plant property.



## Discussion

---

### Background

The subject road is adjacent to The City's water treatment plant and currently contains The City's Residuals Management Facility (Figure 1). The property falls within the Greater Downtown Action Plan (GDAP) and the Land Use Bylaw amendment has no impact on the GDAP. The existing buildings on the site will be demolished and replaced with new water treatment facilities. Once closed and consolidated, the road will remain as a private driveway for the water treatment plant site.

**Figure 1: Subject Property and road.**



### Consultation

The application was circulated to various City departments for review. There were no concerns regarding land use bylaw and road closure regulations.

An information package and comment sheets, were sent to 29 landowners within 100 metres of the subject site. Administration did not receive any landowner comments regarding this application.

### **Recommendation**

Administration recommends Council support First Reading of Road Closure Bylaw 3625/2019 and Land Use Bylaw Amendment 3357/W-2019.

### **Appendices**

---

- Appendix A- Road Closure Bylaw 3625/2019
- Appendix B- Land Use Bylaw Amendment 3357/W-2019
- Appendix C- Context Map

**ROAD CLOSURE BYLAW NO. 3625/ 2019**

Being a bylaw to close a road in the City of Red Deer, as described herein.

COUNCIL OF THE CITY OF RED DEER ENACTS AS FOLLOWS:

The following roadway in the City of Red Deer is hereby closed:

All that portion of 54<sup>th</sup> Avenue as shown on Plan 72NY lying  
adjacent to Lot 13 Blk 16, Pln 812 2295 and lot 6 plan 72NY  
containing 0.199 hectares more or less  
Excepting thereout all mines and minerals

In the approximate location shown in the sketch attached.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2019.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2019.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2019.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2019.

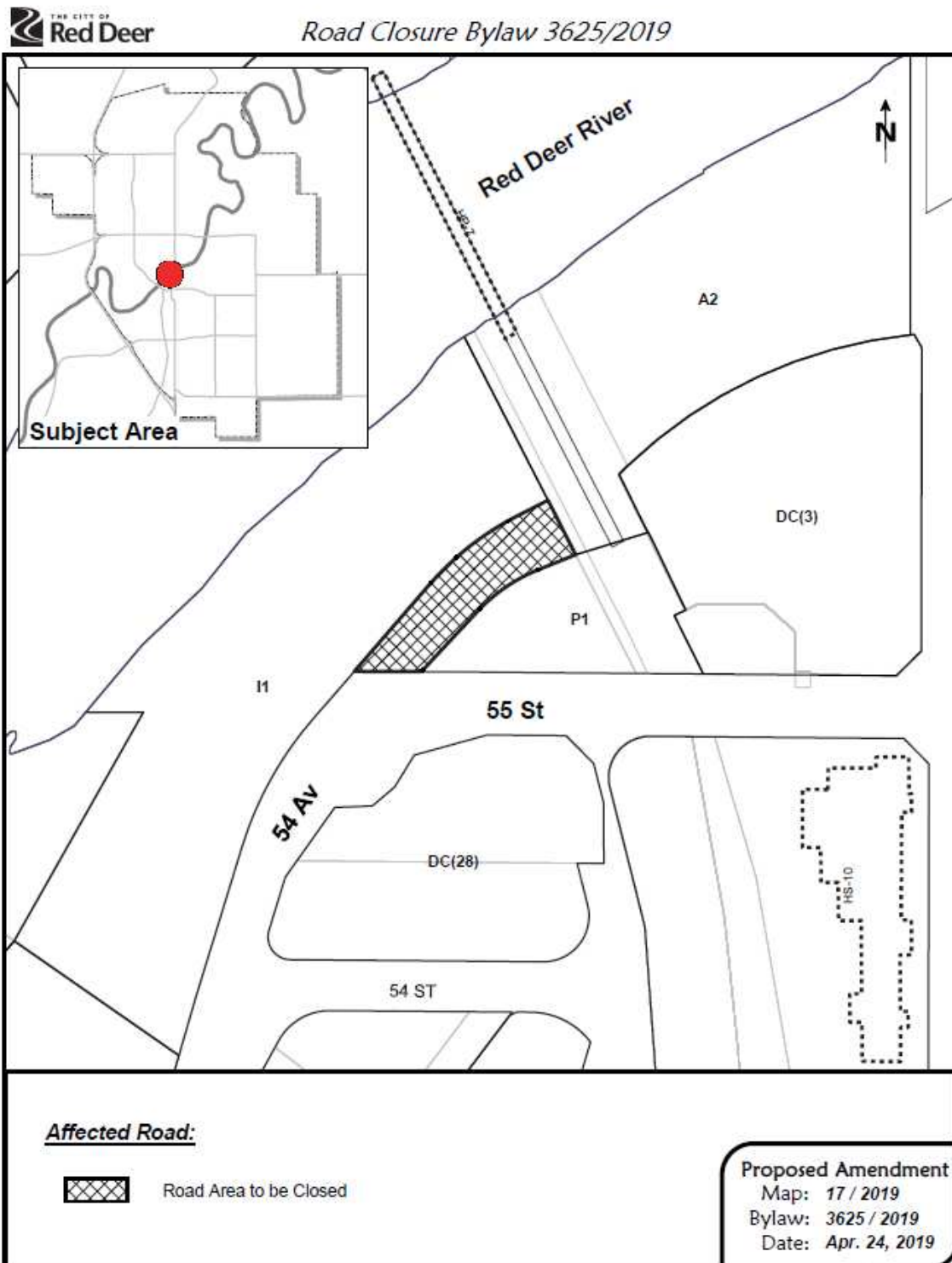
---

MAYOR

---

CITY CLERK





**BYLAW NO. 3357/W – 2019**

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 Road to I1 – Industrial (Business Service) District.
2. The “Land Use District Map L15” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 16 / 2019 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2019.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2019.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2019.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2019

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

## Schedule "A"



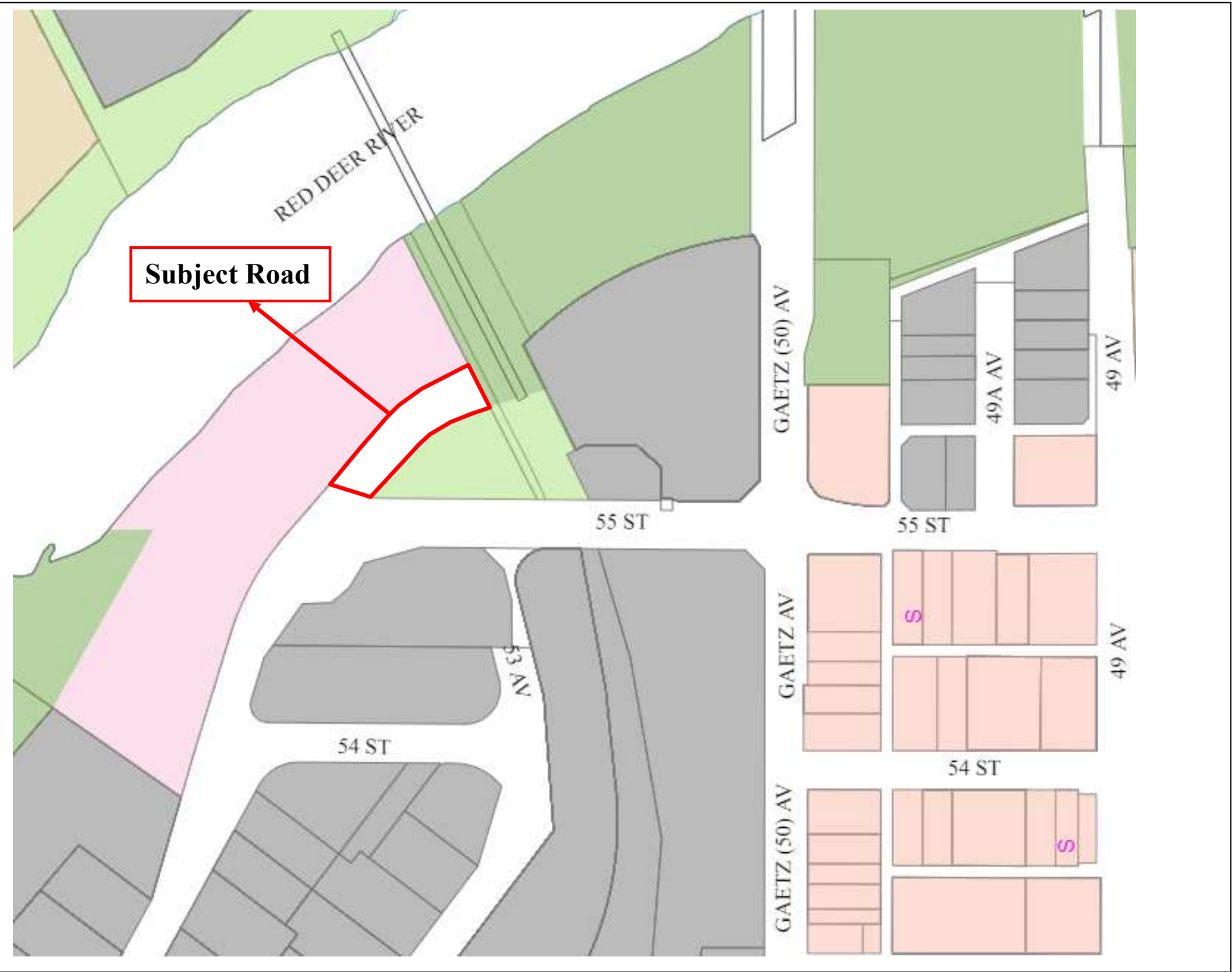
## Proposed Amendment to Land Use Bylaw 3357/2006



## **Appendix C**

### *Context Map*







Council Decision – September 30, 2019

**DATE:** October 2, 2019  
**TO:** Kimberly Fils-Aime, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Road Closure Bylaw 3625/2019 and Land Use Bylaw Amendment 3357/W-2019

---

**Reference Report:**

Legislative Services, dated September 24, 2019.

**Bylaw Reading:**

At the Monday, September 30, 2019 Regular Council Meeting, Council gave second and third reading to the following Bylaws:

**Bylaw 3625/2019** (a road closure bylaw for a 0.199 hectare city-owned area within the SE ¼ Sec 20; 38-27-W4M adjacent to the water treatment plant)

**Bylaw 3357/W-2019** (an amendment to the Land Use Bylaw to rezone a 0.199 hectare city-owned area within SE ¼ Sec 20; 38-27-W4M adjacent to the water treatment plant from Road to II Industrial (Business Service) District)

**Report back to Council:**

No.

**Comments/Further Action:**

Administration will update the bylaw and distribute in due course.

A handwritten signature in blue ink, appearing to read 'F. McDougall'.

Frieda McDougall  
Manager

- c. Director of Planning Services  
Planning Manager  
Corporate Meeting Administrator



September 24, 2019

## Land Use Bylaw Amendment – Redistricting Bylaw 3357/V-2019

### Consideration of Second and Third Reading

Legislative Services

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

---

##### **Summary:**

The attached report is being brought forward from the Tuesday, September 3, 2019 City Council meeting.

##### **Recommendation:**

---

That Council considers second and third readings to Bylaw 3357/V-2019, an amendment to the Land Use Bylaw for a site exception to allow for consideration of Financial Services and Office not exceeding 4000 ft.<sup>2</sup> as a discretionary use at #8, 4608-62 Street in the Riverside Light Industrial Park.

##### **Background:**

---

On September 3, 2019 Council considered Bylaw 3357/V-2019, an amendment to the Land Use Bylaw for a site exception to allow for consideration of Financial Services and Office not exceeding 4000 ft.<sup>2</sup> as a discretionary use at #8, 4608-62 Street in the Riverside Light Industrial Park.

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 September 6 and September 13, 2019. A Public Hearing will be held on Monday, September 30, 2019 at 6:00 p.m. during Council's regular meeting.

#### **Proposed Resolution:**

---

That Bylaw 3357/V-2019 be read a second and third time.

**Land Use Bylaw Amendment  
3357/V-2019  
Financial Services and Office Site  
Exception**

**Public Comments Received**



# SPEEDMASTER HOLDINGS LTD.

6205 CRONQUIST DRIVE, RED DEER, AB T4N 7E8

Telephone

Fax

E-Mail

September 19, 2019

DELIVERED FOR CITY COUNCIL

CITY OF RED DEER

Attention: Manager Legislative Services

Dear Sirs:

Re: Land Use Bylaw 3357/V-019  
Amendment of Land Use Bylaw  
To allow for Financial Services and Office

We have been in the Riverside Industrial Park since 1992 and have built or owned six buildings from 7000 – 12000 square feet. We had to jump through a lot of rules and regulations on each one specifically relating to light industrial use.

The Park is made mostly of building trades like plumbers, electricians, sheet metal, sand blasting, painting and coating, automotive, warehousing, lumber yards and wholesale supplies for all of the above and many more. It is a mixture that works really well as they all conform to what should be in an industrial park.

We have had certain buildings be vacant in this downturn for two years before we found a tenant. This Park will turn around when the economy comes back; especially if there are the right places for them to go.

Put financial or office types of businesses into some of the properties that are vacant from all the accounting firms that have moved to Red Deer County due to high taxes every year. They could also move to Cronquist Business Park which although cleared for Riverlands Development was created for that type of business.

I have not mentioned how rampant crime is here but we could lend them our plywood door covers the first time they are broken into.

The Park works perfectly the way it is. Allowing non conforming business is asking for trouble just like the people that move near an airport and then complain about the noise.

Yours truly

SPEEDMASTER HOLDINGS LTD.

Chuck Grote





Originally Submitted to the  
September 3, 2019 Council  
Meeting

September 3, 2019

## Land Use Bylaw Amendment 3357/V-2019: Financial Services & Office Site Exception

Planning Services

### Report Summary & Recommendation

---

Administration has received a Land Use Bylaw Amendment for a site exception to allow for consideration of Financial Services and Office as discretionary uses at #8 4608 62 Street (Lot 8, Plan 922 2540) in the Riverside Light Industrial Park. The parcel is currently designated as *I1 Industrial (Business Service) District*.

Following a 2015 study of the Riverside Light Area, the Planning Department is proposing a new mixed use commercial and industrial land use district in the area, coming to Council for review in Q1 2020.

Administration recommends that Council select Option 1 to table the proposed amendment until March 30 2020 allowing Council consideration of the new land use district for Riverside Light Industrial.

### Proposed resolution

---

Resolved that Council of The City of Red Deer having considered the report from Planning Services, dated September 3, 2019 re: Land Use Bylaw Amendment 3357/V-2019: Financial Services & Office Site Exception hereby agrees to table consideration of Bylaw 3357/V-2019 to Q1 of 2020 to allow administration time to propose a new mixed use commercial and industrial land use district in the area, to come to Council for review in Q1 2020.

### Rationale for Recommendation

---

**1. City policy framework encourages the location of Office in the Greater Downtown and the preservation of industrial land for industrial uses.**

The proposal is not consistent with the current principles and standards of the Municipal Development Plan (MDP). The MDP contains policies that support the location of Office primarily in the Greater Downtown and the preservation of industrial land for industrial uses.

**2. Administration is working on a new mixed use commercial and industrial district for consideration in Riverside Light Industrial.** Administration is currently working on a new mixed use commercial/industrial district that council will consider in Q1 2020.

## **Discussion**

---

### *Background*

The subject parcel is situated at Bay 8 4608 62 Street (Lot 8, Plan 922 2540) in the Riverside Light Industrial Park. Previous uses on site included a land surveyor and environmental consultant, both uses were Industrial Support Services.

Riverside Light Industrial area was studied in 2015 for review of future potential land uses. Council has provided direction to further explore a new land use district for the area contemplating commercial and industrial uses. The district consideration will be before Council in Q1 of 2020.

The applicant is requesting a Land Use Bylaw amendment site exception to allow Financial Services and Office on the property (See Appendix B definitions). The applicant has indicated that the property has remained vacant for several years unable to attract industrial tenants. The applicant wishes to expand the uses considered on the property in order to fill the existing vacancy. The applicant has indicated that the property's configuration is designed to be suitable for office like uses (See Appendix E) and desires additional use options.

Financial Services is not a use that is directly listed in the Land Use Bylaw. It is a sub use of Commercial Service Facility and Industrial Support Service (See Appendix B). The I1 District has Industrial Support Services listed as a permitted use. However, Industrial Support Services are intended to specifically serve only industrial clients. The site exception would allow the Financial Services use to be available to all clients with no limitations to industrial clients.

### *Analysis*

#### LUB

There are various districts throughout the city that allow the location of Office and/or Financial Services (as part of Commercial Service Facility) (See Appendix D). Given the opportunities currently available to locate these types of development throughout the city, industrial land supply should be maintained for industrial uses until further reviews have been conducted to consider the expansion of these uses into additional districts. Through the Industrial Support Services definition and use within I1, Financial Services are permitted as long as they are supporting industrial services.

#### MDP

The *Municipal Development Plan (MDP)* contains policies that encourage the location of office in the Greater Downtown and the preservation of industrial land (See Appendix F).

#### Strategic Plan

Council has recently adopted the 2019-2022 Strategic Direction. One of the four statements is that The City of Red Deer is an economic leader.



Administration is currently undergoing a review of both the Municipal Development Plan policies and the Land Use Bylaw regarding Strategic Plan economic development initiatives. Administration is also exploring a new mixed use land use district in the Riverside Light Industrial Area. Administration has determined this application is premature as it relates to the two review topics.

#### *Dialogue*

The application was circulated to various City departments for review. All concerns/comments provided by departments have been reviewed and considered by the Planning Department.

An information package and comment sheet was sent to 49 landowners within 100 metres of the subject site, 3 responses were received. A summary of feedback and Administrative response is provided in Appendix A.

#### *Recommendation*

Administration has reviewed three options and is recommending Option 1 to table 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- Table the Amendment -

Following a study of the Riverside Light Area, the Planning Department is proposing a new mixed use commercial and industrial land use district in the area, coming to Council for review in Q1 2020.

#### Option 2– Approve Financial Services and Office Site Exception -

A Financial Services and Office site exception limited to 10% of the gross floor area in the existing building of the subject property could be considered in order to maintain the industrial integrity of the I1 District. The 10% limit is similar to the office limitations within the commercial C5 district used in Timberlands.

#### Option 3– Defeat first reading of Financial Services and Office Site Exception

The Land Use Bylaw provides several opportunities to locate Financial Services and Offices in districts throughout the city. Office uses are currently encouraged in the downtown area and industrial lands are encouraged to be maintained for industrial uses.

### **Appendices**

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Appendix A-	Application, Landowner Comments and Administrative Response
Appendix B-	Land Use Bylaw Definitions
Appendix C-	I1 District Guidelines
Appendix D-	Commercial Service Facility and Office in LUB Districts
Appendix E-	Subject Property Site Plan
Appendix F-	Office and Industrial Land Supply MDP Policies
Appendix G-	Option 2- Bylaw 3357-V-2019

**Appendix A**

*Application, Landowner Comments and Administrative Response*



**LAND USE BYLAW AND  
PLAN AMENDMENT  
APPLICATION**

All of the information requested in the application and attached checklist is necessary to complete a thorough evaluation and timely decision on your application. All material submitted must be clear, legible and precise; staff will only accept complete applications.

**Type of amendment(s) requested: (please circle those that apply)**

Land Use Bylaw

Neighbourhood Area Structure Plan

Industrial Area Structure Plan

Major Area Structure Plan

Municipal Development Plan

Area Redevelopment Plan

**Registered Owner of Land that is the Subject of the Proposed Amendment(s):**

Name / Company: 942586 ab ltd / 467344 ALBERTA LTD.

Contact Person: Bill Westman

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Applicant (if different from the Registered Owner)**

Name / Company: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Province: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Landowner Authorization (this section to be completed by Landowner)**

I (We), Bill Westman Rob Gette  
(Print Full Name)

hereby certify that I am (we are) the registered owner(s) of the land that is subject of this application, and that the information given on this form is full and complete, and is, to the best of my (our) knowledge, a true statement of the facts relating to this Amendment Application.

Planning Department 4914-48 Avenue Phone: 403-406-8700 Fax: 403-342-8200 Email: [planning@reddeer.ca](mailto:planning@reddeer.ca)

The City of Red Deer 50000 Red Deer, AB T4N 3G1 [www.reddeer.ca](http://www.reddeer.ca)

**Authorization to Act on Behalf of the Registered Owner:** (if applicable)

I (we) hereby authorize Bill Westman to act on my (our) behalf on matters pertaining to this Amendment Application.

Landowner Signature(s):  

Date: March 6/19

**Description of Land Proposed for Amendment:**

Lot(s): 8 Block(s): 0 Plan(s): 9222540

Municipal Address(s): #8 4608 62 street Red Deer

Land Area: \_\_\_\_\_ hectares, m<sup>2</sup>.

**Amendment Proposed (Land Use Bylaw Re-designation Amendment only)**

Existing Land Use Designation: \_\_\_\_\_

Proposed Land Use Designation: \_\_\_\_\_

**Applicant's Rationale**

Please provide your rationale for requesting the proposed amendment. You may use the space below or prepare a separate statement and attach it to this application. This submission will be included in any reports presented to The City of Red Deer Municipal Planning Commission (MPC) and to City Council. (Attach additional pages if necessary).

We make application to add "office" and "financial services"  
to the approved usage of bay #8 4608 62 st  
Red Deer. The bay is currently I1 but was developed with up scale  
offices years ago making it difficult for use as industrial  
support. It has been vacant for 3 years causing financial  
hardship. We currently have interest from financial service  
companies and feel they would be a great fit for the  
area and will keep them from moving to RD  
County

The personal information on this form is collected under the authority of section 617 of the Municipal Government Act and section 33(c) of the Freedom of Information and Protection of Privacy Act. This information will be used to facilitate contact between the parties and to determine the location of the subject property. A summary of the amendment proposal and identity of the subject property's owner may be issued to adjacent land owners. If you have any questions regarding the collection, use or protection of this information, please contact the Director of the Planning Services Division at 403-406-8700. Planning Services is located on the third floor of City Hall, 4914-48 Avenue, Red Deer, Alberta.



<b>Landowner Comment regarding site exception</b>	<b>Administration's Response/Comment</b>
The area should remain light industrial	The application is for a site exception to add an accountant Office and expand the Financial Services uses that can be located on the property. The II District will remain.
Will create a precedent for other non-industrial uses	While Administration may look to existing land uses to exemplify differing scenarios, current land use decisions do not set precedence for future decisions. Administration must conduct a full comprehensive review of each individual application it receives.
Traffic increase concerns	The application was circulated to the Engineering Department for review. Outside of banks, Financial Services and Office are not anticipated to generate significant additional traffic. Banks, however, have a higher trip generation rate than other financial services providers and would require a Traffic Impact Assessment. The applicant is currently not looking to locate a bank on the premise. The need for a T.I.A. will be determined at the Development Permit stage once the exact nature of the business occupying the space is known.
Financial services does not belong in a light industrial area- will create conflict (non-industrial may complain about noise & dirt, etc)	Financial Services is a use that is currently listed under Industrial Support Services (ISS). ISS is a permitted use in the II District. This site exception aims to expand the definition of Financial Services to serve clients outside of industry.
There are other areas where this use can be located	Financial Services is a use listed under Commercial Service Facility. There are several district within the city where this use can be located (Appendix D)
Parking concerns	All applicants are required to meet applicable parking standards outline in Part 3 of the Land Use Bylaw.
<b>Other Landowner Comments</b>	<b>Administration's Response/Comment</b>
Riverside area is experiencing high vacancy rate	Q4 2018 Solomons Commercial report indicates that the vacancy rate for Riverside Light is 11.23%. The average vacancy rate for industrial parks in Red Deer is 11.27%
Riverside light buildings no longer meet the requirements that industrial building users are currently seeking	Alberta Building Code requirements are dependent on the proposed industrial use.

## 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 #:

LUB Bylaw 3357/v-2019

Name of Planner (Working on the Application):

Kimberly Fils-Aimé

### Contact Information

Your contact information allows administration to respond as needed.

Name: Ray Fries

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

Phone #: \_\_\_\_\_ Cell Address: \_\_\_\_\_

### General Comments

Subject = # 4608-628T

This area is for ("Light Industrial") use. It should stay that way.

If you allow this business in then in a year or two someone else will say that they should be allowed to open another non-industrial business because you ~~that~~ have already allowed this company in. Then soon you will have complaints that there is too much noise, dirt or whatever in the area and it is interfering with the new business owners to conduct their business. For more traffic

April 29, 2019  
Page 8 of 392

will occur. There is already a lot of traffic. The roads are narrow with the present vehicle types used. If you want to improve the area require the present businesses to clean up their properties. Get the Police to patrol the area on a regular basis so we do not have to wonder if our businesses will get through another night intact.

NO to non-light industrial use.

Jay Kraess

Comment sheet may be submitted 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
- Email to [kimberly.fils-aime@reddeer.ca](mailto:kimberly.fils-aime@reddeer.ca)

Thank you for your input!

**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.**

Please check the box below which applies:

- Amendment/Subdivision Address/ Bylaw #:

Bylaw 3357/V - 2019

#8, 4608 62 Street

Name: Randy & Brenda McMullen

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

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

[illegible]



Re: Amendment/Subdivision Address/Bylaw#

Bylaw 3357/V-2019

#8, 4608 62 Street

We are opposed to the Financial Service operation moving into 4608 – 62 Street for the following reasons:

- 1). A financial service operation does not belong in a light industrial area. This area is zoned to provide an environment where manufacturing, processing, distribution, repair, servicing and or rental of articles is the norm. The activities occurring in this area will not create the atmosphere conducive to conducting financial services. That being said, it can lead to complaints from the financial office asking that the surrounding environment be changed to suit them better. Let's avoid any possible conflict by not allowing them into the area. There are many other places in Red Deer where they can set up shop without having to get this exception.
- 2). We believe that parking could be an issue. If there are sufficient clients at this office and parking is full at their complex, then customers will find parking close by at other condo units.
- 3). Once an exception is made for this office what prevents a multitude of exceptions in the future?

We believe that there is enough suitable rental space in Red Deer available to this operation, that requesting this exception is not necessary.

Thank- you for your time,

1292301 Alberta Ltd.

## 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 #:**

Bylaw #3357-V-2019

**Name of Planner (Working on the Application):**

Kimberly Fils-Arne

### Contact Information

Your contact information allows administration to respond as needed.

Name: Allan Hough - Triple A Developments Ltd.

Mailing Address

Postal Code:

Phone #:

E-mail Address:

### General Comments

We would encourage council to approve the site exception application and allow financial services at

#8 - 4608 - 62 Street.

The Riverside Light Industrial Park is an area which has many buildings which no longer meet the  
requirements that industrial building users are currently seeking. The Riverside area is experiencing  
a high vacancy rate. This area needs some flexibility with regards to the type of users that will be allowed.

Our City has seen a tremendous exodus of businesses whether closing down or relocating to the  
County of Red Deer. Council should be concerned about this trend and ultimately be as accomodating  
as reasonably possible to retain and attract more businesses.

**Appendix B**

*Land Use Bylaw Definitions*

**Financial Services** means the provision of services related to financial matters, including the deposit or lending of money, the sale of financial investments and the provision of financial planning services.

**Office** means a development that provides professional, management, administrative, consulting, and health care services, such as the offices of doctors, lawyers, accountants, engineers, architects, clerical, secretarial, employment, telephone answering and similar office support services.

**Industrial Support Service** means a Development whose principal use is to provide support services to industrial clients. Typical uses include, but are not limited to, duplicating, photocopying and blueprinting services, building security, cleaning or maintenance services, engineering (with dangerous goods), industrial drafting, land surveyors, laboratories, oilfield services, project design and management services, construction trade, information technology support services, financial and insurance service outlets and construction contractors, and exclude Offices. Any retail sales, display or Office areas shall be accessory to the principal Industrial Support Service use. Does not include Cannabis Retail Sales.

**Commercial Service Facility** means a facility in which services are provided commercially to individuals, and without limiting the generality of the foregoing, may include:

- (a) services related to the care and appearance of the body such as a massage business, beauty shop, barber shop, tanning salon or fitness centre,
- (b) cleaning and repair of personal effects such as shoe repair, dry cleaning or laundering outlet, (c) care of small animals such as a small animal veterinary clinic or dog grooming salon, or
- (d) financial or insurance services outlet, real estate agency, travel agency, commercial school or day care but does not include Office, Funeral Home, or Crematorium.”
- (e) Does not include Cannabis Retail Sales



**Appendix C**

*11 District Guidelines*

## City of Red Deer Land Use Bylaw 3357/2006

**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>	
<b>(i)</b>	Accessory buildings or uses excluding sales subject to section 3.5.
<b>(ii)</b>	Accessory sales related to manufacturing, processing, and/or distribution of any article.
<b>(iii)</b>	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.
<b>(iv)</b>	<sup>1</sup> Building Sign; and
<b>(v)</b>	<sup>2</sup> Freestanding Sign.
<b>(vi)</b>	Industrial support services.
<b>(vii)</b>	<sup>3</sup> DELETED
<b>(viii)</b>	Manufacture, processing, distribution, repair, servicing, and/or rental of any articles.
<b>(ix)</b>	Service stations.
<b>(x)</b>	<sup>4</sup> Warehousing.
<b>(xi)</b>	<sup>5</sup> Outdoor storage.
<b>(b) Discretionary Uses</b>	
<b>(i)</b>	Above ground storage tanks for motor fuel products including propane and used oil.
<b>(ii)</b>	Animal services.
<b>(iii)</b>	Auction marts (excluding livestock).
<b>(iv)</b>	<sup>6</sup> Billboard Sign;

<sup>1</sup> 3357/B-2018<sup>2</sup> 3357/B-2018<sup>3</sup> 3357/B-2018<sup>4</sup> 3357/E-2006<sup>5</sup> 3357/E-2006<sup>6</sup> 3357/B-2018

## City of Red Deer Land Use Bylaw 3357/2006

**(b) Discretionary Uses *continued***

- (v) <sup>1</sup>DELETED
- (vi) <sup>2</sup>DELETED
- (vii) <sup>3</sup>Dynamic Fascia Sign; and
- (viii) <sup>4</sup>Dynamic Freestanding Sign.
- (ix) Crematorium
- (x) Dangerous goods occupancy.
- (xi) Restaurant.
- (xii) <sup>5</sup>Sale of large trucks over 10,000 Kg, Manufactured Homes, heavy construction equipment and machinery
- (xiii) Sale of horse, stock, and light flatdeck and cargo trailers.
- (xiv) <sup>6</sup>DELETED
- (xv) Transportation, communication or utility facility.
- (xvi) <sup>7</sup>Industrial trade schools (maximum capacity of 60 persons).
- (xvii) <sup>8</sup>Accessory outdoor display or sale of goods
- (xviii) <sup>9</sup>Pet Crematorium
- (xix) <sup>10</sup>Alternative/Renewable Energy Facility on sites designated in an Eco Industrial Park Overlay District.
- (xx) <sup>11</sup>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. This use does not include Cannabis Retail Sales.
- (xxi) <sup>12</sup>Uses that may consume waste materials, outputs, or by-products that are produced by an industrial operation within an Eco Industrial Park Overlay District. This use does not include Cannabis Retail Sales.

**2. II Industrial (Business Service) District Regulations****(a) Table 6.1 II Regulations**

Regulations	Requirements
Floor Area Minimum	n/a
Building Height	n/a

<sup>1</sup> 3357/G-2016, 3357/B-2018<sup>2</sup> 3357/G-2016, 3357/B-2018<sup>3</sup> 3357/B-2018<sup>4</sup> 3357/B-2018<sup>5</sup> 3357/E-2016<sup>6</sup> 3357/B-2018<sup>7</sup> 3357/L-2011<sup>8</sup> 3357/E-2006<sup>9</sup> 3357/M-2008<sup>10</sup> Correction 38<sup>11</sup> 3357/L-2018<sup>12</sup> 3357/L-2018

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City of Red Deer Land Use Bylaw 3357/2006

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Regulations	Requirements
Maximum	
Front Yard Minimum	6.0 m, except Edgar Industrial Drive “and I1 <sup>1</sup> zoned lands located within an Eco Industrial Park Overlay District” which is 9 m
Side Yard Minimum	6.0 m one side
Rear Yard Minimum	3.0 m
Landscaped Area	40 % of minimum front yard
Parking Spaces	Subject to section 3.1 and 3.2
Loading Space	Subject to section 3.7
Site Area Minimum	929.0 m <sup>2</sup>
Frontage Minimum	22.0 m

- (b) I1 District is subject to any applicable industrial regulations listed within section 6.4.
- (c) Notwithstanding section 6.1(2)(a) Table 6.1, buildings on properties abutting a major arterial or abutting a service road adjacent to a major arterial shall be constructed at least 18.0 m from the said arterial or service road. The building on Lot 10A, Block A, Plan 782 0258 (2404 - 50 Avenue) shall be exempted from this regulation, but shall have a minimum front yard setback of 15.0 m.



**Appendix D**

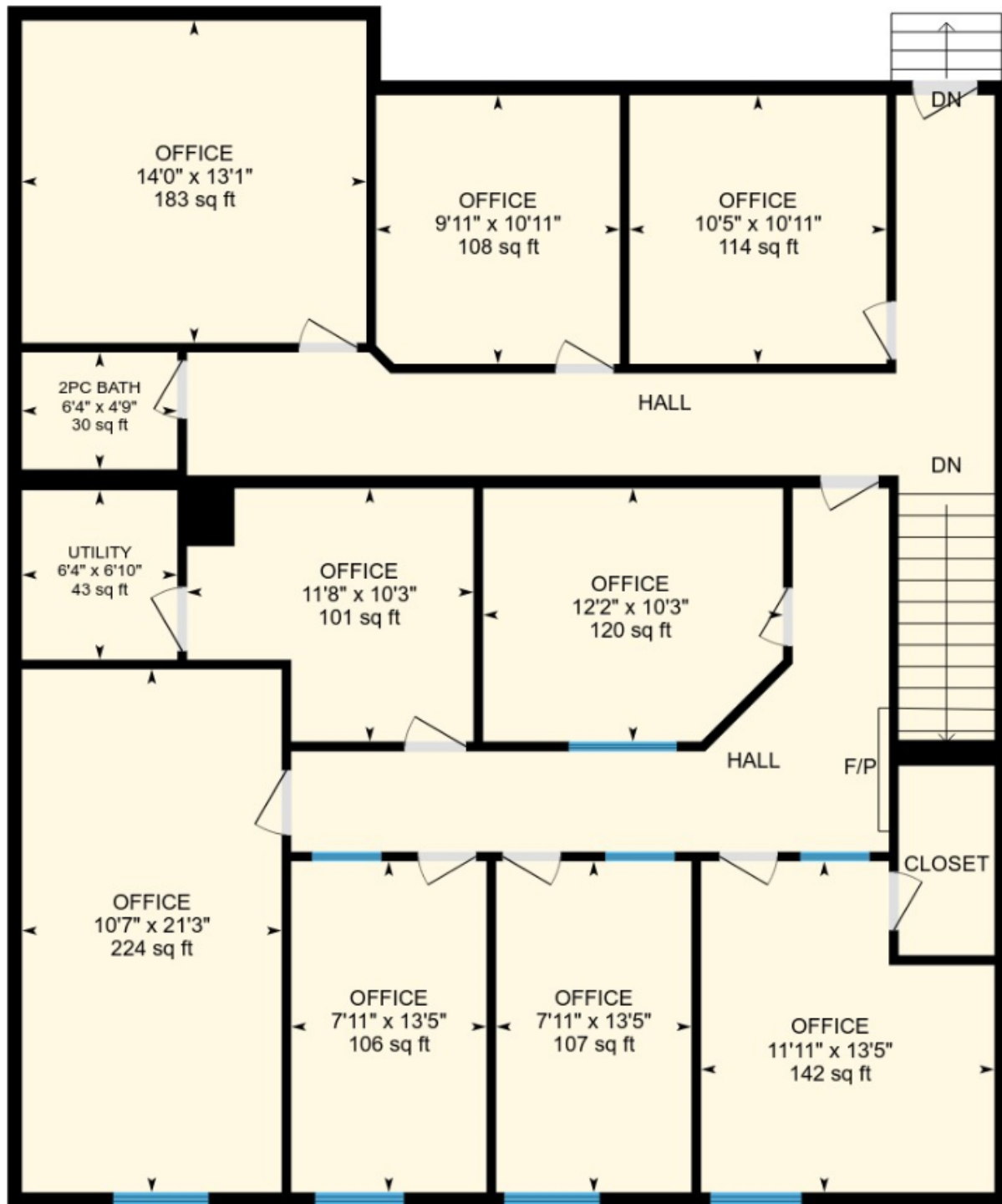
*Commercial Service Facility (Financial Services) and Office in LUB Districts*

Commercial Service Facility (Financial Services)	
Permitted Use	Discretionary Use
C1	C3
C1A	C5
C2B	DC1
C4	DC3
I1A/BSR	DC13
DC6	DC28
DC12	RL-TD
DC20	
DC25	
DC27	
RL-C	

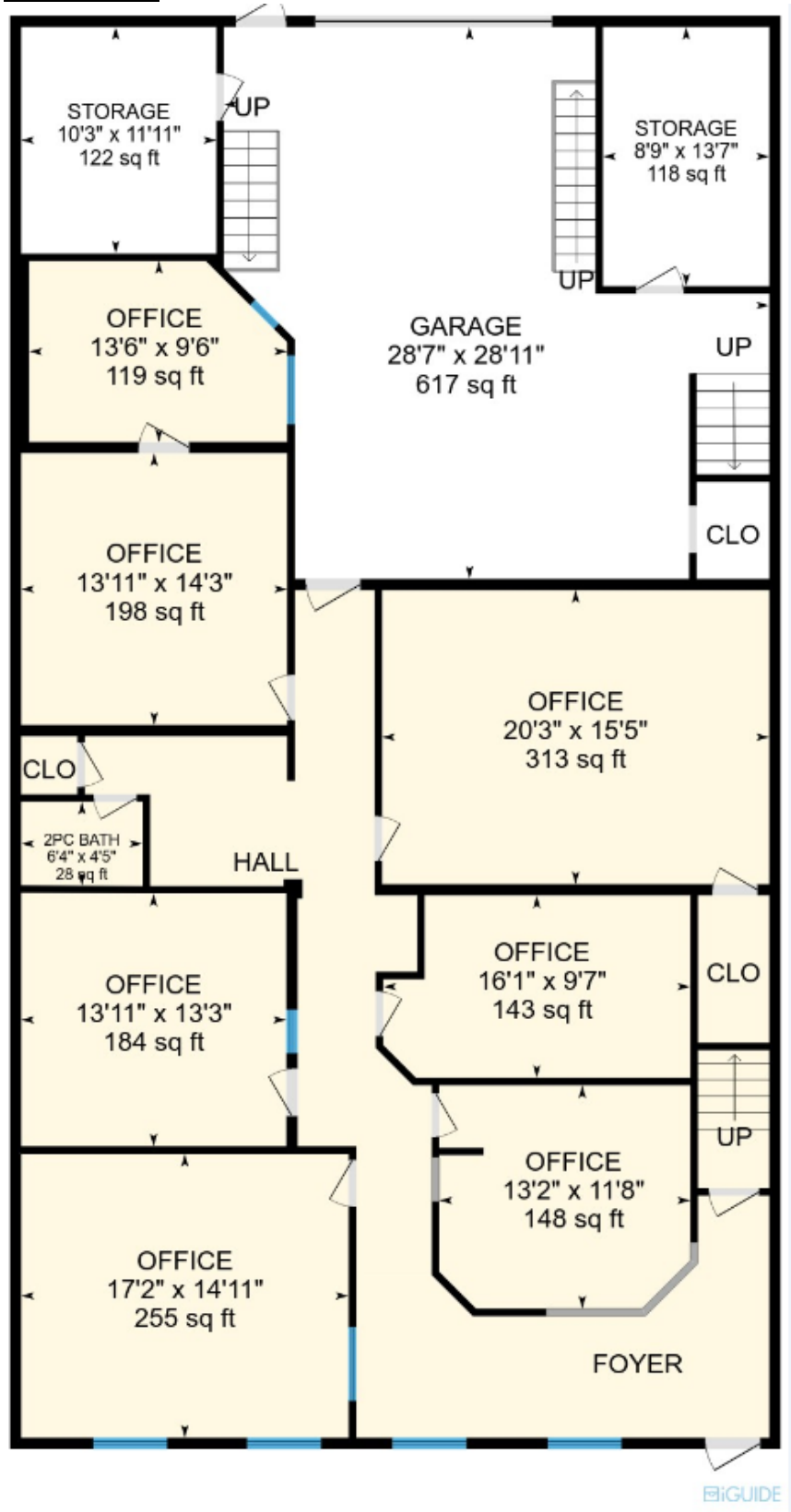
Office	
Permitted Use	Discretionary Use
C1	C3- Office – medical (serving the neighbourhood only).
C1A	C5 Office in total not to exceed 10% of the gross commercial floor area of the site on which it is located.
C2A- Office in total not to exceed 10% of the gross leasable area of the whole shopping centre.	I1A/BSR Offices (professional and medical).
I1A/BSR Dwelling units above the ground floor with one of the following located on the ground floor: (1) office,	DC1
PSR Offices ancillary to an on-site use	DC25 Office on the ground floor not to exceed 10% of the gross leasable floor area maximum of the whole shopping centre
DC3	DC27
DC6	DC28 Office on the ground floor
DC12	RL-TD
DC20	DC 13
DC25 Office on the second floor and above not to exceed 10% of the gross leasable floor area maximum of the whole shopping centre	
DC28 Office above the ground floor.	
DC31	
RL-TD	
RL-C	
RL-PR Mixed Use Commercial/Office with Dwelling Units	

**Appendix E**  
*Subject Property Site Plan*

## Main Floor





Second Floor

**Appendix F**

*Office and Industrial Land Supply MDP Policies*

**11.3 Location of Office Development**

The City shall continue to promote Greater Downtown Red Deer as the primary location for office space, subject to policy 12.6, including actively encouraging other orders of government to regard Greater Downtown as the focus of their activities.

**12.4 Location of Office Development – Downtown**

The City shall continue to promote Greater Downtown as the primary location for office space, including actively encouraging other orders of government to regard Greater Downtown as the focus of their activities.

**12.6 Location of Office Development – Planned Major Nodes**

Notwithstanding policy 11.3 and policy 12.4, office space/use shall be allowed outside of the Greater Downtown in the town centres as shown on the Generalized Land Use Concept map subject to the following:

- (a) The maximum amount of office space which may be allowed in each town centre shall be 125,000 square feet of gross leasable area;
- (b) Office use shall be limited to a total of four floors in any single building; and
- (c) The floor area of office use within any single building shall not exceed 50,000 square feet of gross leasable area.

**13.2 Maintaining an Adequate Supply of Industrial Land**

The City should maintain and/or facilitate an adequate inventory of serviced industrial sites of various lot sizes and type (light and heavy) to meet the needs of business and industry.

**Appendix G**

*Option 2- Bylaw 3357-V-2019*



**BYLAW NO. 3357/V – 2019**

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)(xiii)(1)**

Financial Services and Office not exceeding 10% of the gross industrial floor area on:

Lot 8, Plan 922 2540 (#8 4608 62 Street)

- 2. The “Land Use District Map M17” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 19/ 2019 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this                      day of                      2019.

READ A SECOND TIME IN OPEN COUNCIL this                      day of                      2019.

READ A THIRD TIME IN OPEN COUNCIL this                      day of                      2019.

AND SIGNED BY THE MAYOR AND CITY CLERK this                      day of                      2019.

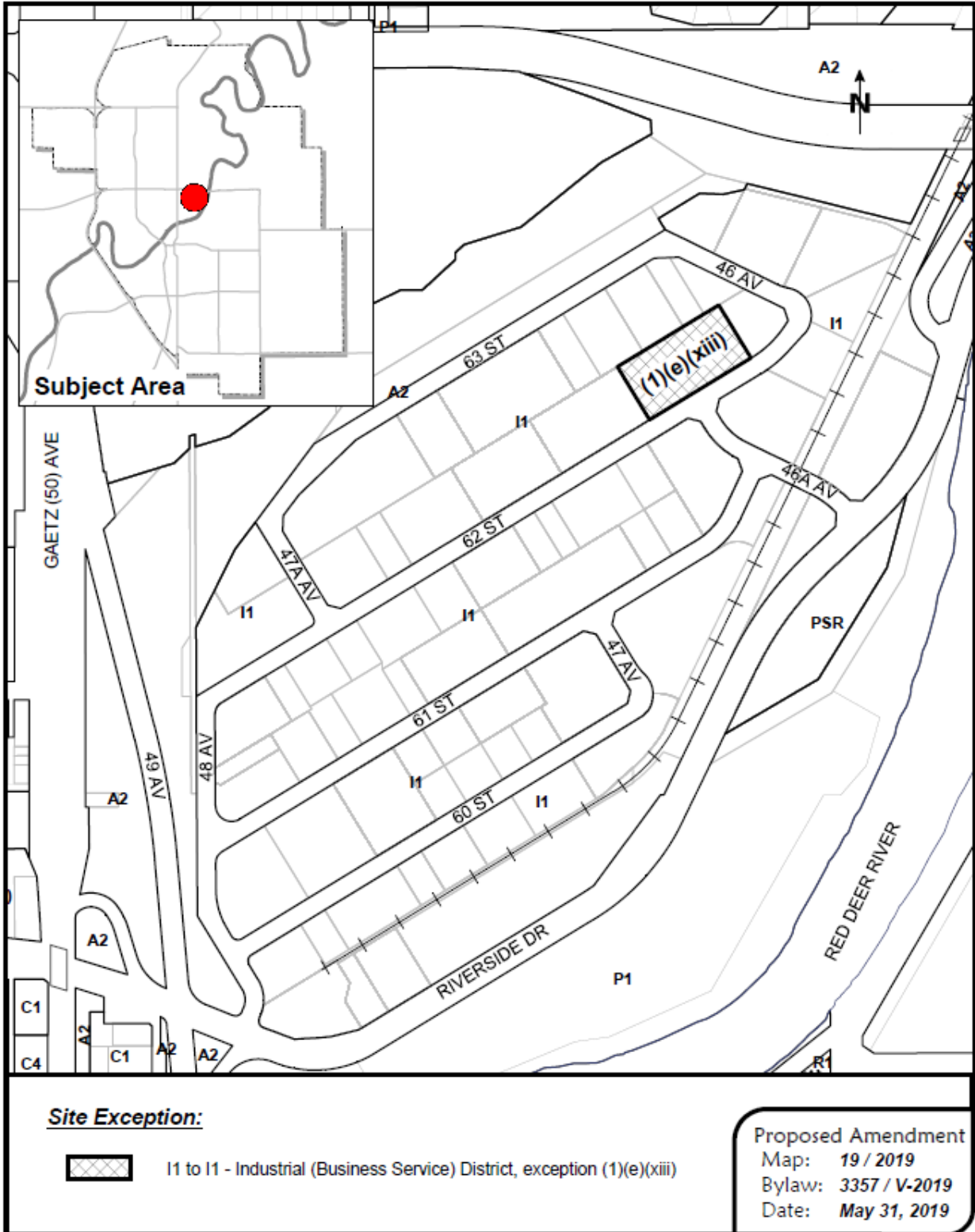
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

*Schedule "A"*



*Proposed Amendment to Land Use Bylaw 3357/2006*





Council Decision – September 30, 2019

**DATE:** October 2, 2019  
**TO:** Kimberly Fils-Aime  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Land Use Bylaw 3357/V-2019 – Financial and Office Site Exception

---

**Reference Report:**

Legislative Services, dated September 24, 2019.

**Bylaw Reading:**

At the Monday, September 30, 2019 Regular Council Meeting, Council gave second and third reading to the following Bylaw:

**Bylaw 3357/V-2019** (an amendment to the Land Use Bylaw for a site exception to allow for consideration of Financial Services and Office, not exceeding 4000 ft.<sup>2</sup> as a discretionary use at #8, 4608-62 Street in the Riverside Light Industrial Park)

**Report back to Council:**

No.

**Comments/Further Action:**

Administration will update the bylaw and distribute in due course.

A handwritten signature in blue ink, appearing to read 'F. McDougall'.

Frieda McDougall  
Manager

- c. Director of Planning Services  
Planning Manager  
Corporate Meeting Administrator



September 24, 2019

## Land Use Bylaw Amendment – Redistricting Bylaw 3357/Z-2019

### Consideration of Second and Third Reading

Legislative Services

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

---

##### **Summary:**

The attached report is being brought forward from the Tuesday, September 3, 2019 City Council meeting.

##### **Recommendation:**

---

That Council considers second and third readings to Bylaw 3357/Z-2019, an amendment to the Land Use Bylaw to add a maximum of 40,000 square feet of Office as a discretionary use site exception at 20 Sharpe Avenue in the Sunnybrook South commercial area.

##### **Background:**

---

On September 3, 2019 Council considered Bylaw 3357/Z-2019, an amendment to the Land Use Bylaw to add a maximum of 40,000 square feet of Office as a discretionary use site exception at 20 Sharpe Avenue in the Sunnybrook South commercial area.

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 September 6 and September 13, 2019. A Public Hearing will be held on Monday, September 30, 2019 at 6:00 p.m. during Council's regular meeting.

#### **Proposed Resolution:**

---

That Bylaw 3357/Z-2019 be read a second and third time.



August 16, 2019

Originally Submitted to the September  
3, 2019 Council Meeting

## Bylaw 3357/Z-2019:

### Land Use Bylaw Amendment for a Site Exception

“Office” as a discretionary use at 20 Sharpe Avenue (formerly 4718 – 19 Street)

Planning Services

### Report Summary and Recommendation

---

The Planning department has received an application from the developer of a *C4 – Commercial (Major Arterial) District* zoned commercial site for a Land Use Bylaw amendment that proposes to add a maximum 40,000 square feet of Office as a discretionary use site exception at 20 Sharpe Avenue (formerly 4718 – 19 Street) in the Sunnybrook South commercial area. The applicant has indicated that the intended office use is an accounting firm.

Administration recommends Council give First Reading to Bylaw 3357/Z-2019 (Appendix A).

### Proposed Resolution

---

That Bylaw 3357/Z-2019 be read a first time. If first reading is given, this bylaw will be advertised for two consecutive weeks with a Public Hearing to be held on Monday, September 30, 2019 at 6:00 p.m. in Council Chambers.

### Rationale for Recommendation

---

The rationale for Administration’s recommendation is as follows:

- 1. The inclusion of limited Office, 40,000 square feet, as a discretionary use is compatible with surrounding land uses.** In December 2017 a development permit was issued for a Commercial Service Facility for an insurance business on a portion of this site.
- 2. Several commercial land use districts consider Office uses based on the location of the district.** Six out of the seven commercial land use districts and ten Direct Control Districts have office listed as a discretionary or permitted use.



- 3. Municipal Development Plan considers limited office development outside of the Downtown** (see Appendix D). The site exception limits the office use to 40,000 square feet.

## Discussion

---

### Background

The subject parcel, zoned *C4 – Commercial (Major Arterial) District*, is located along 19 Street within a larger area identified in the Sunnybrook South NASP for commercial development (see Appendix B). Development of a “Commercial Service Facility” is underway; specifically an insurance business, on a portion of the subject site. The site is limited in uses due to the landfill setback in the area (See Appendix F).

### Analysis

The Municipal Development Plan says “*The City shall promote the Greater Downtown as the primary location for office space, including actively encouraging other orders of government to regard Greater Downtown as the focus of their activities.*” It also says that office space/use shall be allowed outside the Greater Downtown and further clarifies that any single building shall not exceed 50,000 square feet of gross leasable area. The site exception square footage limit is under this amount. Refer to Appendix D for full policy listing.

Office is currently a limited use within commercial districts (See Appendix G). Six out of the seven commercial land use districts and ten direct control districts have Office listed as a discretionary or permitted use. Some have additional limitations such as square footage. The applicant is proposing a maximum of 3,716 m<sup>2</sup> (40,000 sq. ft.) of office floor space as a portion of the larger commercial area.

While the C4 district does not include “Office” as a use it does allow for “Commercial Service Facility”, which is a broad land use (see Appendix C) that covers services provided commercially to individuals. Examples include: beauty and barber shops, fitness centres, shoe repair, dry cleaning, small animal veterinary clinics, financial or insurance services outlets, real estate agencies, travel agencies, and commercial school or day care. Office uses are similar to some Commercial Service Facility uses, especially “financial or insurance services outlets”. The applicant has indicated that the intended office use is an accounting firm.

From a land use perspective, there is not substantial impact to traffic generation, infrastructure, and adjacent land uses with the addition of 40,000 square feet of office. Therefore it is reasonable from a land use perspective to allow offices as a use at this location.

### Dialogue

The proposed LUB amendment was referred to five landowners within 100 metres of the site (See Appendix E); no written comments were received.

The proposal was also referred to relevant city departments and all concerns/comments provided by departments have been reviewed and considered by the Planning Department.

### Appendices

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Appendix A – Bylaw 3357 / Z - 2019

Appendix B – Location Context

Appendix C – Selected Land Use Bylaw Definitions

Appendix D – MDP Policies re “Offices”

Appendix E – 100 Metre Landowner Location and Referral Package

Appendix F – 300 Metre Setback from Non-Operating Landfill

Appendix G – Districts that Allow for “Commercial Service Facility” and “Office” Uses

**Appendix A – Bylaw 3357/Z-2019**

**BYLAW NO. 3357 / Z – 2019**

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 8.22.1 is amended by ADDING subsection (e)(xiii):
- (xiii) Office, up to 3,716 m² (40,000 sq. ft.) floor area, at 20 Sharpe Avenue (formerly 4718 – 19 Street) in the SE ¼ Sec 4; 38-27-W4M.
2. The “Land Use District Map N10” contained in “Schedule A” of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map 20 / 2019 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this

day of

2019.

READ A SECOND TIME IN OPEN COUNCIL this

day of

2019.

READ A THIRD TIME IN OPEN COUNCIL this

day of

2019.

AND SIGNED BY THE MAYOR AND CITY CLERK this

day of

2019.

MAYOR

CITY CLERK

*Schedule "A"*

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



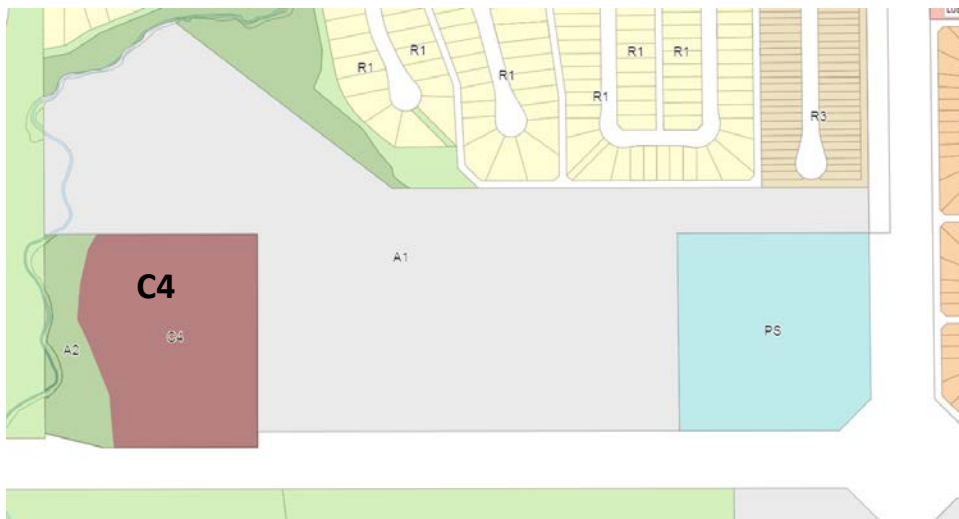


## Appendix B – Location Context

### Location



### Land Use Districts



## Appendix C – Selected Land Use Bylaw Definitions

**Commercial Service Facility** means a facility in which services are provided commercially to individuals, and without limiting the generality of the foregoing, may include:

- (a) services related to the care and appearance of the body such as a massage business, beauty shop, barber shop, tanning salon or fitness centre,
- (b) clean and repair of personal effects such as shoe repair, dry cleaning or laundering outlet,
- (c) care of small animals such as a small animal veterinary clinic or dog grooming salon, or
- (d) financial or insurance services outlet, real estate agency, travel agency, commercial school or day care, but does not include Office, Funeral Home, or Crematorium.
- (e) does not include Cannabis Retail Sales

**Health and Medical Services** means a development used for services related to the physical or mental health of individuals on an out-patient basis. Services may be preventative, diagnostic, treatment, therapeutic, rehabilitative in nature or may consist of treatment or counselling. Uses may include but are not limited to medical clinics, dental clinics, optometrists, chiropractic and psychiatric or medical counselling services.

**Office** means a development that provides professional, management, administrative, consulting, and health care services, such as the offices of doctors, lawyers, accountants, engineers, architects, clerical, secretarial, employment, telephone answering and similar office support services.

## **Appendix D – MDP Policies re “Offices”**

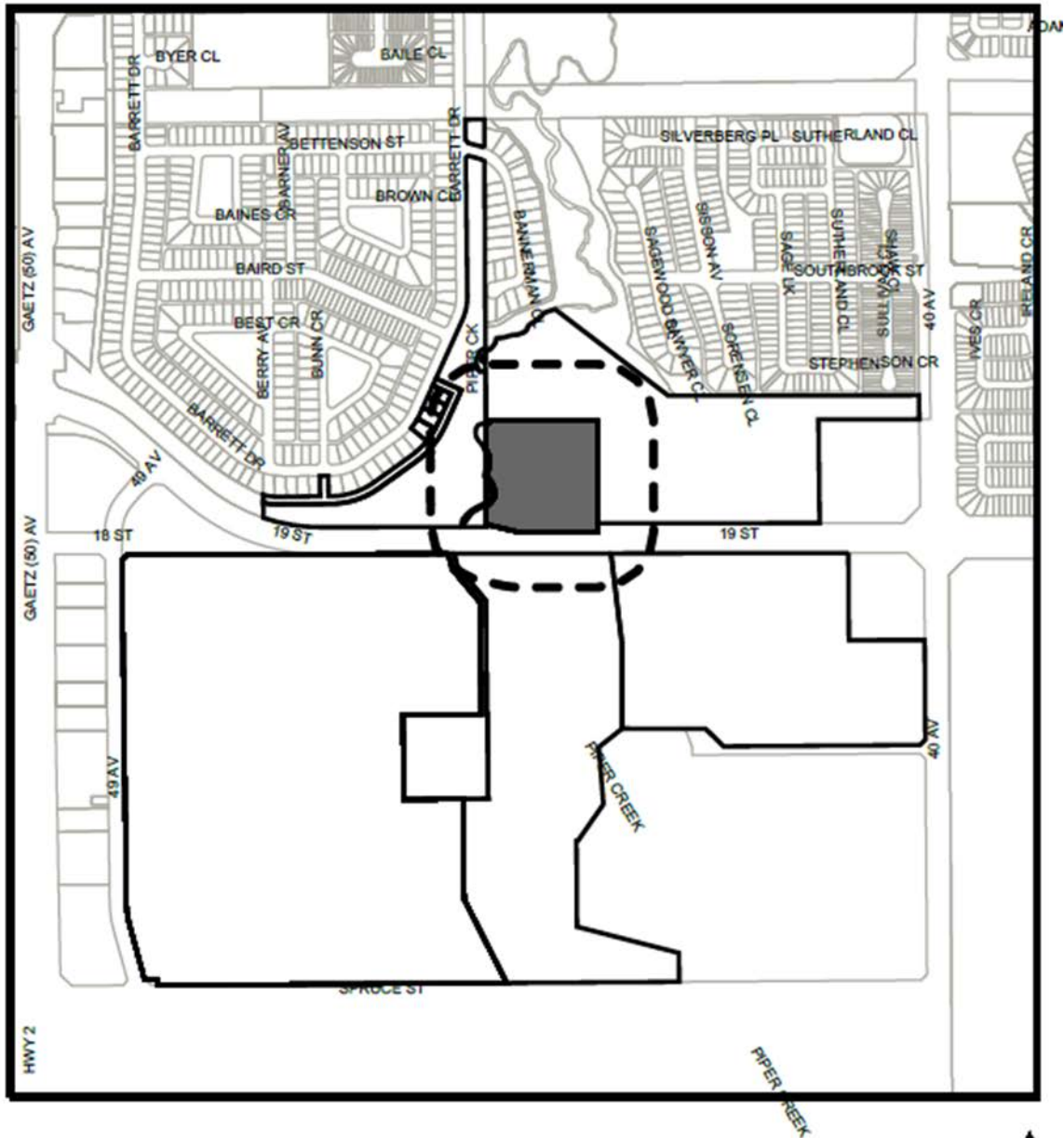
- |   |   |
|---|---|
| <b>11.1    Role of Downtown</b>   | The City shall support the ongoing redevelopment and revitalization of the Greater Downtown as the centre and heart of the city and region and as a unique mixed use area for administrative, civic, retail, office, residential, institutional, and cultural and entertainment facilities. In acting on this policy, The City acknowledges that Greater Downtown provides opportunities to accommodate a variety of social and cultural services and facilities that can serve the needs of the community and provision should be made to accommodate such activities in suitable locations.   |
| <b>11.3    Location of Office Development</b>                           | The City shall continue to promote Greater Downtown Red Deer as the primary location for office space, subject to policy 12.6, including actively encouraging other orders of government to regard Greater Downtown as the focus of their activities  |
| <b>12.4    Location of Office Development<br/>– Downtown</b>            | The City shall continue to promote Greater Downtown as the primary location for office space, including actively encouraging other orders of government to regard Greater Downtown as the focus of their activities.  |
| <b>12.6    Location of Office Development<br/>– Planned Major Nodes</b> | <p>Notwithstanding policy 11.3 and policy 12.4, office space/use shall be allowed outside of the Greater Downtown in the town centres as shown on the Generalized Land Use Concept map subject to the following:</p> <ul style="list-style-type: none"> <li>(a) The maximum amount of office space which may be allowed in each town centre shall be 125,000 square feet of gross leasable area;</li> <li>(b) Office use shall be limited to a total of four floors in any single building; and</li> <li>(c) The floor area of office use within any single building shall not exceed 50,000 square feet of gross leasable area.</li> </ul> |

## Appendix E – 100 Metre Landowner Location and Referral Package



### Owner Addresses within 100m of 4718 19 ST

Data generated on June 19, 2019 by FME Server



#### Legend

- Subject property
- Buffer
- Parcels touching buffer



See attached excel spreadsheet for list of addresses.



**Date: June 21, 2019**

«Prime\_Owner\_Name»

«Owner\_Address\_1»

«Owner\_Address\_2»

**Re: Proposed Land Use Bylaw Amendment 3357/Z-2019  
An Amendment to add a Site Exception for "Office (Accountant) up to 3,716 m<sup>2</sup>  
(40,000 sq. ft.) floor area" as a discretionary use at 4718 – 19 Street (20 Sharpe  
Avenue)**

---

**Why have you received this letter?**

As part of the City's overall evaluation process for proposed amendments to the Land Use Bylaw, landowners within 100 metres of a subject site are provided an opportunity to review and comment on the proposed amendment. You are being notified of this Land Use Bylaw amendment because you are a landowner within 100 metres of the subject area, 4718 – 19 Street.

You are invited to review and provide comments by **4:30 PM, July 5, 2019.**

**What is being proposed?**

The subject site is zoned *C4 - Commercial (Major Arterial) District*, and the Planning Department has received an application for a Land Use Bylaw amendment that proposes a site exception to add "Office (Accountant) up to 3,716 m<sup>2</sup> (40,000 sq. ft.) floor area" as a discretionary use at 4718 – 19 Street.

**Do I have to provide comments?**

It is optional to provide comments. If you would like to submit comments, please do so by **4:30 PM, July 5, 2019.** Methods for submitting comments are outlined on the attached comment sheet.

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

Any comments received will be reviewed by Planning staff and will be incorporated into the planning report that will be forwarded to Council when considering First Reading of the proposed amendment.





**What is the next step for this amendment?**

It is anticipated that the proposed bylaw will be presented to Council for consideration in the coming months. If Council gives First Reading to the proposed amending bylaw, Council must hold a Public Hearing prior to considering Second and Third Reading (adoption) of the proposed bylaw. Public Hearings are advertised in the Friday edition of the Red Deer Advocate and all landowners within 100 metres of the site will also receive written notification of the Public Hearing, which is an opportunity for the public to speak directly to Council about any concerns they may have with the proposed bylaw.

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

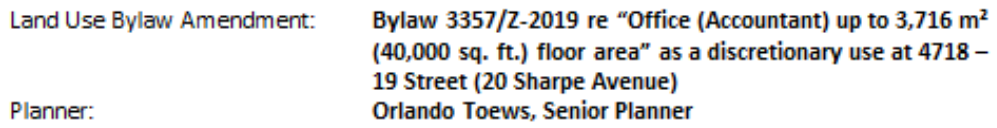
Sincerely,

Orlando Toews  
 Senior Planner  
 403-406-8704  
[orlando.toews@reddeer.ca](mailto:orlando.toews@reddeer.ca)

**Location of Subject Site: 4718 – 19 Street (20 Sharpe Ave)**

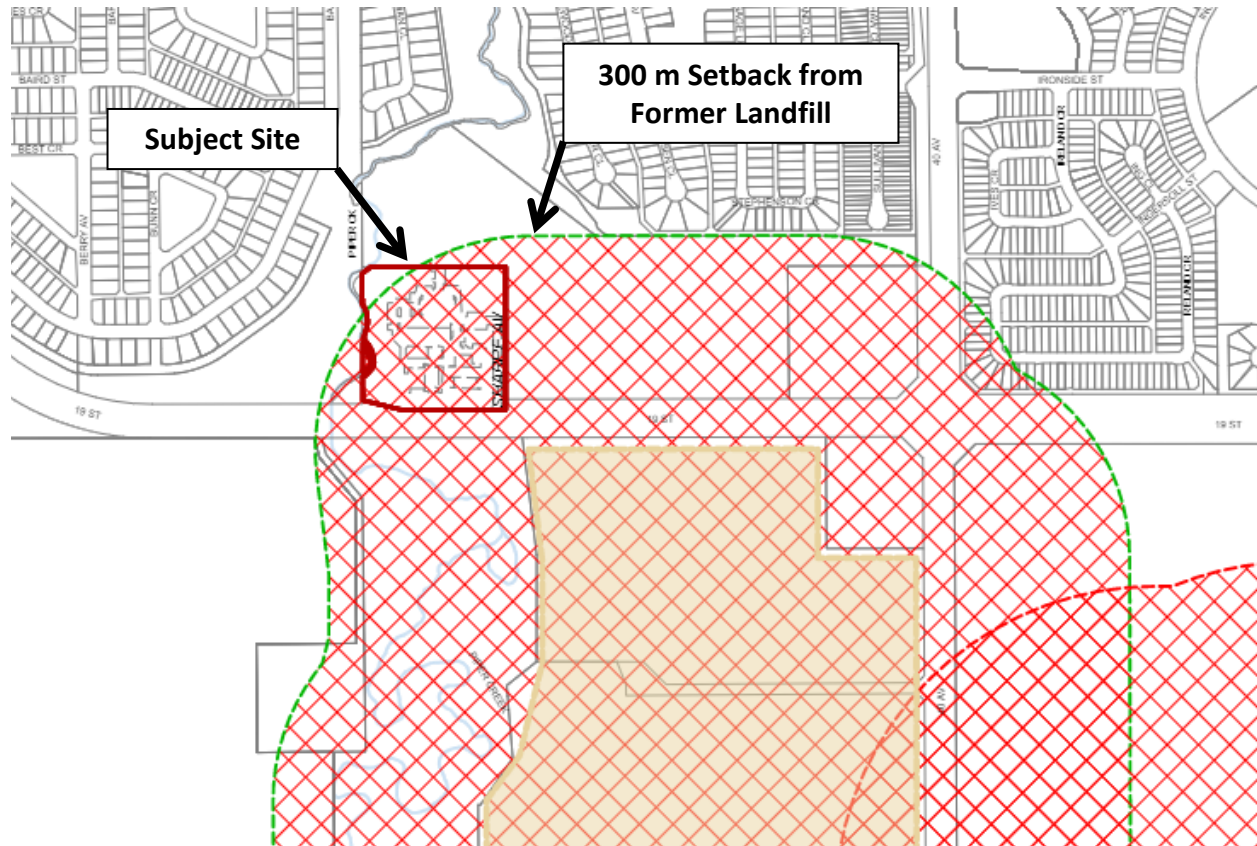




[illegible]

- 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
- Email to [orlando.toews@reddeer.ca](mailto:orlando.toews@reddeer.ca)

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**Appendix F – 300 Metre Setback from Non-Operating Landfill**

Note: The *Subdivision and Development Regulation* restricts the type of development that is allowed in the 300 metre setback, i.e. no development for a school, hospital, food establishment or residence. However, the Act and Regulation provide a means whereby these restrictions can be varied in certain circumstances.

## Appendix G

### Districts that Allow for “Commercial Service Facility” and “Office” Uses

<b>District that Include "Commercial Service Facility" as a Use</b>		
	<b>Permitted</b>	<b>Discretionary</b>
C1 - Commercial (City Centre) District	Yes	No
C1A - Commercial (City Centre West) District	Yes	No
C2A - Commercial (Regional Shopping Centre) District	Yes	No
C2B - Commercial (District Shopping Centre) District	Yes	No
C3 - Commercial (Neighbourhood Convenience) District	No	Yes
C4 - Commercial (Major Arterial) District	Yes	No
C5 - Commercial (Mixed Use) District	No	Yes
I1A/BSR (Light Industrial and Business Service-Residential) District	Yes	No
DC1 - Direct Control District No. 1	No	Yes
DC3 - Direct Control District No. 3	No	Yes
DC6 - Direct Control District No. 6	Yes	No
DC12 - Direct Control District No. 12	Yes	No
DC13 - Direct Control District No. 13	No	Yes
DC20 - Direct Control District No. 20	Yes	No
DC25 - Direct Control District No. 25	Yes	No
DC27 - Direct Control District No. 27	Yes	No
DC28 - Direct Control District No. 28	No	Yes
Riverlands Taylor Drive District (RL-TD)	No	Yes
Riverlands Commercial District (RL-C)	Yes	No
<b>Districts that Include "Office" as a Use (may have specific restrictions)</b>		
	<b>Permitted</b>	<b>Discretionary</b>
C1 - Commercial (City Centre) District	Yes	No
C1A - Commercial (City Centre West) District	Yes	No
C2A - Commercial (Regional Shopping Centre) District (up to 10% floor area)	Yes	No
C2B - Commercial (District Shopping Centre) District	Yes	No
C3 - Commercial (Neighbourhood Convenience) District	No	Yes
C4 - Commercial (Major Arterial) District	No	No
C5 - Commercial (Mixed Use) District (up to 10% floor area)	No	Yes
I1A/BSR (Light Industrial and Business Service-Residential) District	Yes	Yes
DC1 - Direct Control District No. 1	No	Yes
DC3 - Direct Control District No. 3	Yes	No
DC6 - Direct Control District No. 6	Yes	No
DC12 - Direct Control District No. 12	Yes	No
DC13 - Direct Control District No. 13	No	Yes
DC20 - Direct Control District No. 20	Yes	No
DC25 - Direct Control District No. 25	Yes	Yes
DC27 - Direct Control District No. 27	No	Yes
DC28 - Direct Control District No. 28	Yes	Yes
DC 31 - Direct Control District No. 31	Yes	No
Riverlands Taylor Drive District (RL-TD)	Yes	Yes
Riverlands Commercial District (RL-C)	Yes	No
Riverlands Primarily Residential District (RL-PR)	Yes	Yes
RLW Residential (Live-Work) District	Yes	No





Council Decision – September 30, 2019

**DATE:** October 2, 2019  
**TO:** Orlando Toews, Senior Planner  
**FROM:** Frieda McDougall, Legislative Services Manager  
**SUBJECT:** Land Use Bylaw 3357/Z-2019 – Site Exception “Office” as a discretionary use at 20 Sharpe Avenue

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**Reference Report:**

Legislative Services, dated September 24, 2019.

**Bylaw Reading:**

At the Monday, September 30, 2019 Regular Council Meeting, Council gave second and third reading to the following Bylaw:

**Bylaw 3357/Z-2019** (an amendment to the Land Use Bylaw to add a maximum 40,000 square feet of Office as a discretionary use site exception at 20 Sharpe Avenue in the Sunnybrook South commercial area)

**Report back to Council:**

No.

**Comments/Further Action:**

Administration will update the bylaw and distribute in due course.

A handwritten signature in blue ink, appearing to read 'F. McDougall'.

Frieda McDougall  
Manager

- c. Director of Planning Services  
Planning Manager  
Corporate Meeting Administrator

**DATE:** October 2, 2019**TO:** Kristy Svoboda, Director of Human Resources**FROM:** Frieda McDougall, Legislative Services Manager**SUBJECT:** Council Mid-Term Review

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**Resolution:**

At the Monday, September 30, 2019 Regular Council Meeting, Council passed the following resolutions:

Resolved that Council of The City of Red Deer hereby agrees to add consideration of Council Mid-Term Review as discussed In Camera, to the September 30, 2019 Council Agenda..

Resolved that Council of The City of Red Deer, having considered an In Camera item on September 30, 2019 re: Council Mid-Term Review, hereby endorses item 1.1 as presented In Camera and agrees that the contents of the report will remain confidential, as protected by the Freedom of Information and Protection of Privacy Act, Section 23(1)(a) Local public body confidences and Section 24(1)(b)(ii) Advice from officials.

Resolved that Council of The City of Red Deer, having considered an In Camera item on September 30, 2019 re: Council Mid-Term Review, hereby endorses item 1.2 as presented In Camera and agrees that the contents of the report will remain confidential, as protected by the Freedom of Information and Protection of Privacy Act, Section 23(1)(a) Local public body confidences and Section 24(1)(b)(ii) Advice from officials.

Resolved that Council of The City of Red Deer, having considered an In Camera item on September 30, 2019 re: Council Mid-Term Review, hereby agrees to depart from Council Compensation Policy GP-C-2.3, section 2(1)(b) and freeze Council's salaries at the current rates for 2019.

Resolved that Council of The City of Red Deer, having considered an In Camera item on September 30, 2019 re: Council Mid-Term Review, hereby agrees to depart from Council Compensation Policy GP-C-2.3 and freeze the Councillor pay relationship at the current level 53% of the Mayor's salary.

**Report back to Council:**

No.

**Comments/Further Action:**

None.



Frieda McDougall  
Manager