

AGENDA

FOR THE *REGULAR MEETING OF RED DEER CITY COUNCIL*

TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL

MONDAY, MARCH 25, 2002

COMMENCING AT *4:30 P.M.*

- (1) Confirmation of the Minutes of the regular meeting of Monday, March 11, 2002.

Page #

(2) **UNFINISHED BUSINESS**

1. City Clerk – re: *Bylaw 3134/B-2002 – Amendment to Emergency Services Department Fees & Charges – Addition of Schedule “F” – Ambulance Charges*
(Consideration of 3rd Reading of the Bylaw)

.1

(3) **PUBLIC HEARINGS**

1. City Clerk - re: *Land Use Bylaw Amendment 3156/E-2002 / Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487 / Rezoning from PS Public Service to R3-D216 Residential High Density / Riverside Meadows / Victory Christian Fellowship / Swell Investments Ltd.*
(Consideration of 2nd & 3rd Readings of the Bylaw)

.9

(4) **REPORTS**

1. Recreation, Parks & Culture Manager – re: *Collicutt Centre – February Operation Statistics* . .13
2. Collicutt Ad Hoc Citizen Advisory Committee – re: *Work in Progress Report* . .18
3. City Assessor/Tax Collector – re: *Supplementary Assessment and Taxation / Bylaw 3294/2002 – Supplementary Assessments Tax Bylaw*
(Consideration of 3 Readings of the Bylaw) . .26
4. Parkland Community Planning Services – re: *Neighbourhood Area Structure Plan Amendment 3217/B-2002 / Deer Park Southeast (Devonshire) / Melcor Developments Ltd.*
(Consideration of 1st Reading of the Bylaw) . .31
5. Parkland Community Planning Services – re: *Land Use Bylaw Amendment 3156/K-2002 / Rezoning of 10.55 ac. from A1 Future Urban Development to R1 Residential Low Density District, P1 Parks and Recreation District, and Road / Deer Park Southeast (Devonshire) Subdivision – Phase 10 / Melcor Developments Ltd.*
(Consideration of 1st Reading of the Bylaw) . .37
6. Parkland Community Planning Services – re: *Land Use Bylaw Amendment 3156/L-2002 / Lot 15, Block 7, Plan 982 3791 / Rezoning of 3.87 ac. from A1 Future Urban Development to R1 Residential Low Density and P1 Parks and Recreation Districts / Anders South (Anders on the Lake) – Phase 12 / Redbrook Group 2 Corp.*
(Consideration of 1st Reading of the Bylaw) . .41

7.	Parkland Community Planning Services – re: <i>Land Use Bylaw Amendment 3156/F-2002 / Revision to Existing Bed & Breakfast Regulations</i> (Consideration of 1 st Reading of the Bylaw)	.44
(5)	CORRESPONDENCE	
(6)	PETITIONS AND DELEGATIONS	
(7)	NOTICES OF MOTION	
(8)	WRITTEN INQUIRIES	
(9)	BYLAWS	
1.	<i>3134/B-2002</i> – Amendment to Emergency Services Department Fees and Charges Bylaw 3134/95 / Addition of Schedule “F” / Ambulance Charges (3 rd Reading)	.54 .1
2.	<i>3156/E-2002</i> – Land Use Bylaw Amendment / Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487 / Riverside Meadows (2 nd & 3 rd Readings)	.56 .9
3.	<i>3217/B-2002</i> – Neighbourhood Area Structure Plan Amendment 3217/B-2002 / Deer Park Southeast (Devonshire) (1 st Reading)	.58 .31
4.	<i>3156/K-2002</i> – Land Use Bylaw Amendment – Deer Park Southeast (Devonshire) Subdivision – Phase 10 / Melcor Developments Ltd. (1 st Reading)	.64 .37

5. **3156/F-2002** – Land Use Bylaw Amendment – Revisions to Existing Bed & Breakfast Regulations
(1st Reading) . .66
. .44

6. **3156/L-2002** – Land Use Bylaw Amendment – Lot 15, Block 7, Plan 982 3791 / Anders South (Anders on the Lake) – Phase 12 / Redbrook Group 2 Corp.
(1st Reading) . .70
. .41

7. **3294/2002** – Supplementary Assessment Bylaw –
(3 Readings) . .72
. .26

DATE: March 12, 2002
TO: City Council
FROM: City Clerk
RE: Ambulance Rates:
Bylaw 3134/B-2002 – Amendment to Emergency Services Department Fees & Charges
Bylaw – Addition of Schedule “F” – Ambulance Charges

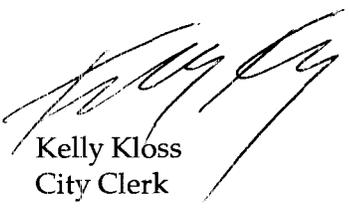
History

At the Monday, March 11, 2002 meeting of Council, Bylaw 3134/B-2002 – Amendment to Emergency Services Department Fees & Charges Bylaw was given first and second readings.

Bylaw 3134/B-2002 provides for the addition of “Schedule F” – Ambulance Charges to the Emergency Services Department Fees and Charges Bylaw. In the past, charges for ambulance service were authorized under Ambulance Bylaw 2978/89 and adjusted by Council resolution. This bylaw amendment proposes to include ambulance fees and charges as a separate schedule in the Emergency Services Department Fees and Charges Bylaw.

Recommendations

That Council give third reading to Bylaw 3134/B-2002 – Amendment to Emergency Services Department Fees & Charges Bylaw.


Kelly Kloss
City Clerk

/chk

DATE: March 4, 2002
TO: City Clerk
c. Director of Development Services
FROM: Fire Chief/Manager
RE: **Ambulance rates**

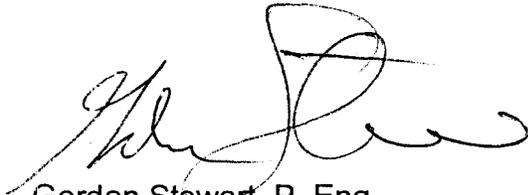
At a previous Council meeting our Department presented some options regarding philosophy and amounts of ambulance charges. We received direction from Council regarding this.

In the past the charges for ambulance service were authorized under by-law 2978/89 and adjusted by Council resolution. We are proposing that the ambulance rates be included as a separate "Schedule F" Ambulance Fees and Charges, in the Emergency Services Department Fees and Charges Bylaw.

We have attached both by-laws for Council consideration.

Recommendation:

It is respectfully recommended that Council give three readings to the proposed by-law amendments.



Gordon Stewart, P. Eng.
Fire Chief/Manager

BYLAW NO. 3134/95¹

Being a Bylaw of the City of Red Deer respecting fees and charges levied by the City of Red Deer Emergency Services Department.

WHEREAS the City of Red Deer is an accredited municipality under the *Safety Codes Act*, R.S.A., 1980, Chapter S-0.5 and is authorized to perform services and enforce the provisions of the Safety Codes Act;

AND WHEREAS the City of Red Deer provides a variety of services under the Building Code and Fire Code, as well as other miscellaneous services;

AND WHEREAS the foregoing services are provided by members of the City Emergency Services Department,

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CITY OF RED DEER, DULY ASSEMBLED, ENACTS AS FOLLOWS:

- 1 This bylaw may be cited as the "Emergency Services Department Fees and Charges Bylaw".

- 2¹ The fees and charges which shall be charged for services provided outside the City boundaries shall be as set forth in Schedule "A" annexed hereto.

¹ 3134/A-97

- 3 The fees and charges which shall be charged to the Province of Alberta for responses to motor vehicle accidents and fires on Provincial Highways shall be as set forth in Schedule "B" annexed hereto.
- 4 The fees and charges which shall be charged to, and be payable by the owners and/or occupants of property as determined by the Safety Codes Officer for inspections under the Safety Codes Act, the Fire Code and the Building Code, shall be as set forth in Schedule "C" annexed hereto.
- 5 The fees and charges which shall be charged to, and be payable by, the applicant for the services listed in Schedule "D" annexed hereto shall be as set forth in Schedule "D".
- 6 The fees and charges which shall be charged to, and be payable by, the applicant, or other persons specified in Schedule "E", for the services listed in Schedule "E", shall be as set forth in Schedule "E".
- 7 Bylaw No. 3106/94 is hereby repealed.
- 8 **The fees and charges which shall be charged to, and be payable by, the applicant, or other persons specified in Schedule "F", for the services listed in Schedule "F", shall be as set forth in Schedule "F".**
- 8-9 This bylaw shall come into full force and effect upon the passage of third reading.

READ A FIRST TIME IN OPEN COUNCIL this	24	day of April	A.D. 1995.
READ A SECOND TIME IN OPEN COUNCIL this	24	day of April	A.D. 1995.
READ A THIRD TIME IN OPEN COUNCIL this	24	day of April	A.D. 1995.

"G. D. SURKAN"

"KELLY KLOSS"

MAYOR

CITY CLERK

SCHEDULE "F"¹**Ambulance Fees and Charges**

Page 1 of 1

Ambulance Services	Rate
<u>Advanced Life Support Ambulance</u> Alberta Blue Cross Group and Individual Plans Non Insured Other Insured	Alberta Blue Cross Group and Individual Plan rates
<u>Basic Life Support Ambulance</u> Alberta Blue Cross Group and Individual Plans Non Insured Other Insured	Alberta Blue Cross Group and Individual Plan rates
<u>Mileage Charges for Ambulance Service</u> Within the City of Red Deer	"Applicable mileage fee" X "an averaged in city travel distance"
Outside the City of Red Deer Limits actual	"Applicable mileage charge" X "the travel distance"
<u>Non Resident Ambulance Service Fee</u> Applicable to: <ul style="list-style-type: none"> • Non Alberta Blue Cross insurance coverage subscriber • Resident of a municipality not contracting ambulance service from the City of Red Deer 	\$100.00
<u>Provincial Government Sponsored Programs</u>	As determined by the Province of Alberta and accepted by The City of Red Deer

¹3134/A-2002

BYLAW NO. 3134/B-2002

Being a bylaw to amend Bylaw No. 3134/95, the Emergency Services Department Fees and Charges Bylaw of the City of Red Deer.

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

Bylaw No. 3134/95 is hereby amended as follows:

- 1 By deleting Section 8 in its entirety and replacing it with the following:
 "The fees and charges which shall be charged to, and be payable by, the applicant, or other persons specified in Schedule "F", for the services listed in Schedule "F", shall be as set forth in Schedule "F"."
- 2 By adding "Schedule F - Ambulance Fees and Charges" as attached to this bylaw.

READ A FIRST TIME IN OPEN COUNCIL this	day of	2002
READ A SECOND TIME IN OPEN COUNCIL this	day of	2002
READ A THIRD TIME IN OPEN COUNCIL this	day of	2002
AND SIGNED BY THE MAYOR AND CITY CLERK this	day of	2002

MAYOR

CITY CLERK

SCHEDULE "F"**Ambulance Fees and Charges**

Page 1 of 1

Ambulance Services***Rate***

Advanced Life Support Ambulance
 Alberta Blue Cross Group and
 Individual Plans
 Non Insured
 Other Insured

Alberta Blue Cross Group and
 Individual Plan rates

Basic Life Support Ambulance
 Alberta Blue Cross Group and
 Individual Plans
 Non Insured
 Other Insured

Alberta Blue Cross Group and
 Individual Plan rates

Mileage Charges for Ambulance Service
 Within the City of Red Deer

"Applicable mileage fee" X "an
 averaged in city travel distance"

Outside the City of Red Deer Limits

"Applicable mileage charge" X "the
 actual travel distance"

Non-Resident Ambulance Service Fee

\$100.00

Applicable to:

- Non Alberta Blue Cross insurance coverage subscriber
- Resident of a municipality not contracting ambulance service from the City of Red Deer

Provincial Government Sponsored Programs

As determined by the Province of
 Alberta and accepted by the City of Red
 Deer

Council Decision – Monday March 25, 2002

DATE: March 26, 2002
TO: Emergency Services Manager
FROM: City Clerk
RE: Ambulance Rates
Bylaw Amendment 3134/B-2002
Amendment to Emergency Services Department Fees & Charges Bylaw

Reference Report:

City Clerk, dated March 12, 2002 and Emergency Services Manager, dated March 4, 2002

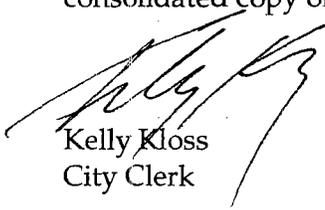
Bylaw Readings:

Bylaw Amendment 3134/B-2002 was given third reading. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

Bylaw 3134/B-2002 provides for the addition of "Schedule F" - Ambulance Charges to the Emergency Services Department Fees and Charges Bylaw. This office will distribute updated copies of the consolidated copy of Emergency Services Department Fees & Charges Bylaw 3134/95 in due course.


Kelly Kloss
City Clerk

/chk
attchs.

c Director of Development Services
Director of Corporate Services
Community Services Director

BYLAW NO. 3134/B-2002

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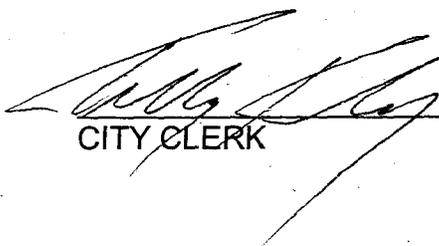
READ A FIRST TIME IN OPEN COUNCIL this 11th day of March 2002

READ A SECOND TIME IN OPEN COUNCIL this 11th day of March 2002

READ A THIRD TIME IN OPEN COUNCIL this 25th day of March 2002

AND SIGNED BY THE MAYOR AND CITY CLERK this 25th day of March 2002


MAYOR


CITY CLERK

SCHEDULE "F"**Ambulance Fees and Charges**

Page 1 of 1

<i>Ambulance Services</i>	<i>Rate</i>
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<u>Provincial Government Sponsored Programs</u>	As determined by the Province of Alberta and accepted by the City of Red Deer

DATE: February 26, 2002
TO: City Council
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
Riverside Meadows
Victory Christian Fellowship / Swell Investments Ltd.

History

At the Monday, February 25, 2002 meeting of Council, Land Use Bylaw Amendment 3156/E-2002 was given first reading.

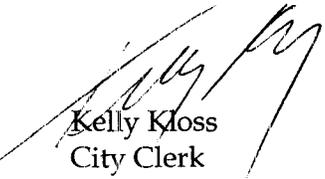
Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. The Swell Investments Ltd. apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is proposed to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.

Public Consultation Process

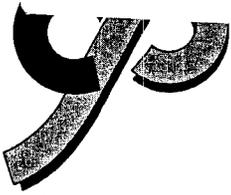
A Public Hearing has been advertised for the above noted bylaw to be held on Monday, March 25, 2002, at 7:00 p.m., in the Council Chambers, during Council's regular meeting. The owners of the properties bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.


Kelly Kloss
City Clerk

/chk



**KLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Date: February 19, 2002

To: Kelly Kloss, City Clerk

Re: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
SE ¼ Sec. 20-38-27-4
Riverside Meadows
Victory Christian Fellowship/Swell Investments Ltd.

This bylaw deals with the transfer of a 10m strip of land, containing the driveway to the apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium.

Background

In 1999 a replotting scheme was completed wherein the rear portion of the Victory Christian Fellowship Church and the Swell Investments apartment was added to a portion of the abandoned railway right-of-way to create a large multiple-family lot. The lot was later developed by Meadowglen Developments Ltd. in the form of a 37 unit row-house condominium.

As part of the land sale, Swell Investments Ltd. transferred a portion of their lot (Lot 22) to the church for additional parking. Legal access to the apartment was provided north of Lot 22. The driveway to the apartment however was constructed on part of Lot 22 which had been transferred to the church. The Swell Investments Ltd. apartment is being condominiumized and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is now proposed to be added back to the apartment lot. The church has agreed to transfer back the 10m strip of land or 95m² back to the apartment site.

To accommodate the transfer of land the subject portion of land is required to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare, which is the same zoning that is on the existing apartment site.

Recommendation

Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/E-2002.

Sincerely,

Frank Wong
Frank Wong,
Planning Assistant

Attachment

OF THE REM
LOT 21, BLOCK 13,

WITHIN
S.E 1/4 Sec. 20, Twp. 13

RED []
ALBE
20C

SCALE =



UNIT 18
CONDOMINIUM
PLAN 002 4442

UNIT 24
CONDOMINIUM
PLAN 002 4798

COMMON PROPERTY
Remainder of
LOT 21, BLOCK 13
PLAN 952 3180

LOT 22
BLOCK 13
PLAN 992 4385

CONDOMINIUM
BUILDING

Remainder of
LOT 19, BLOCK 13
PLAN 882 2971

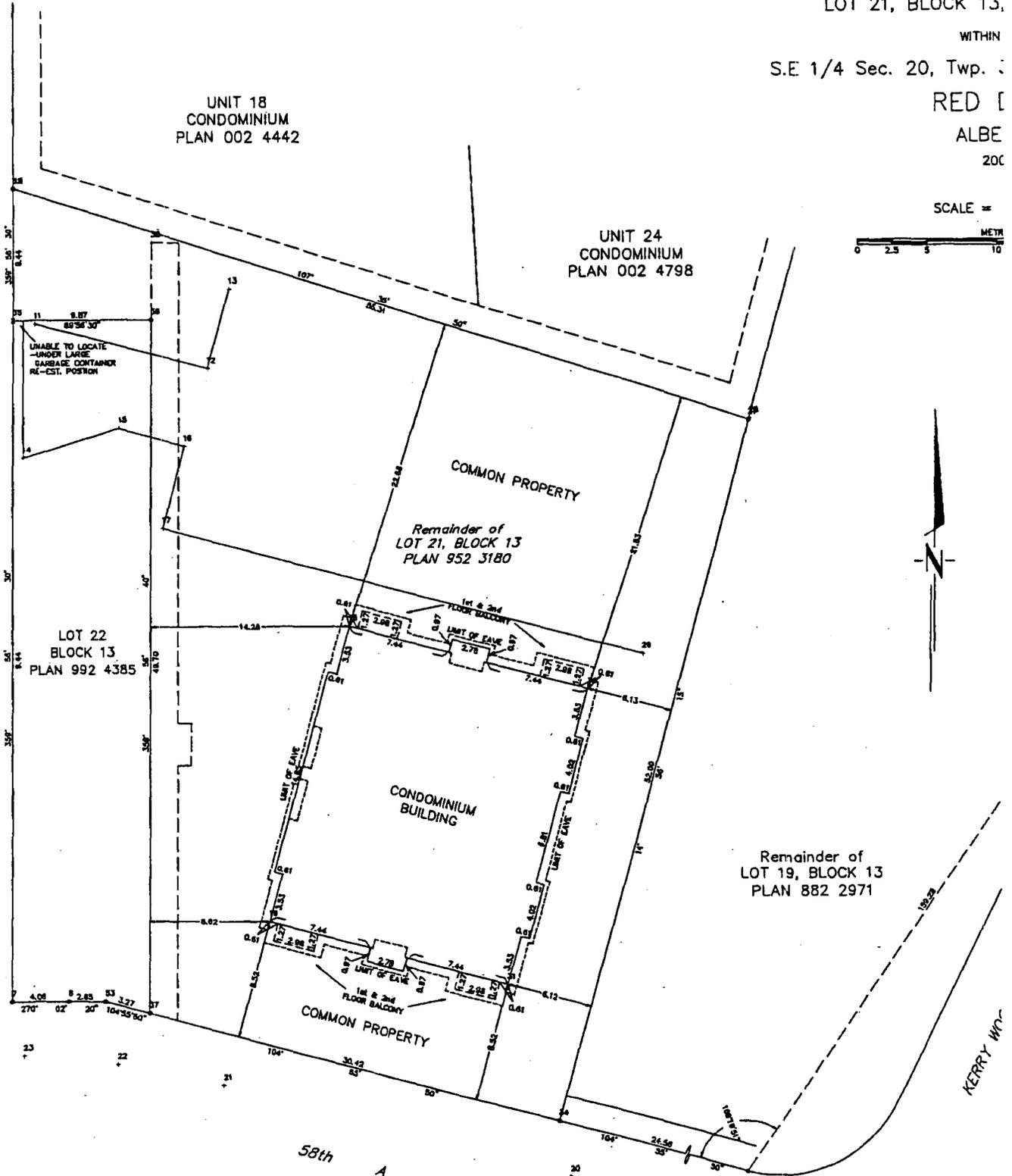
COMMON PROPERTY

58th
A
STREET

KERRY WAY

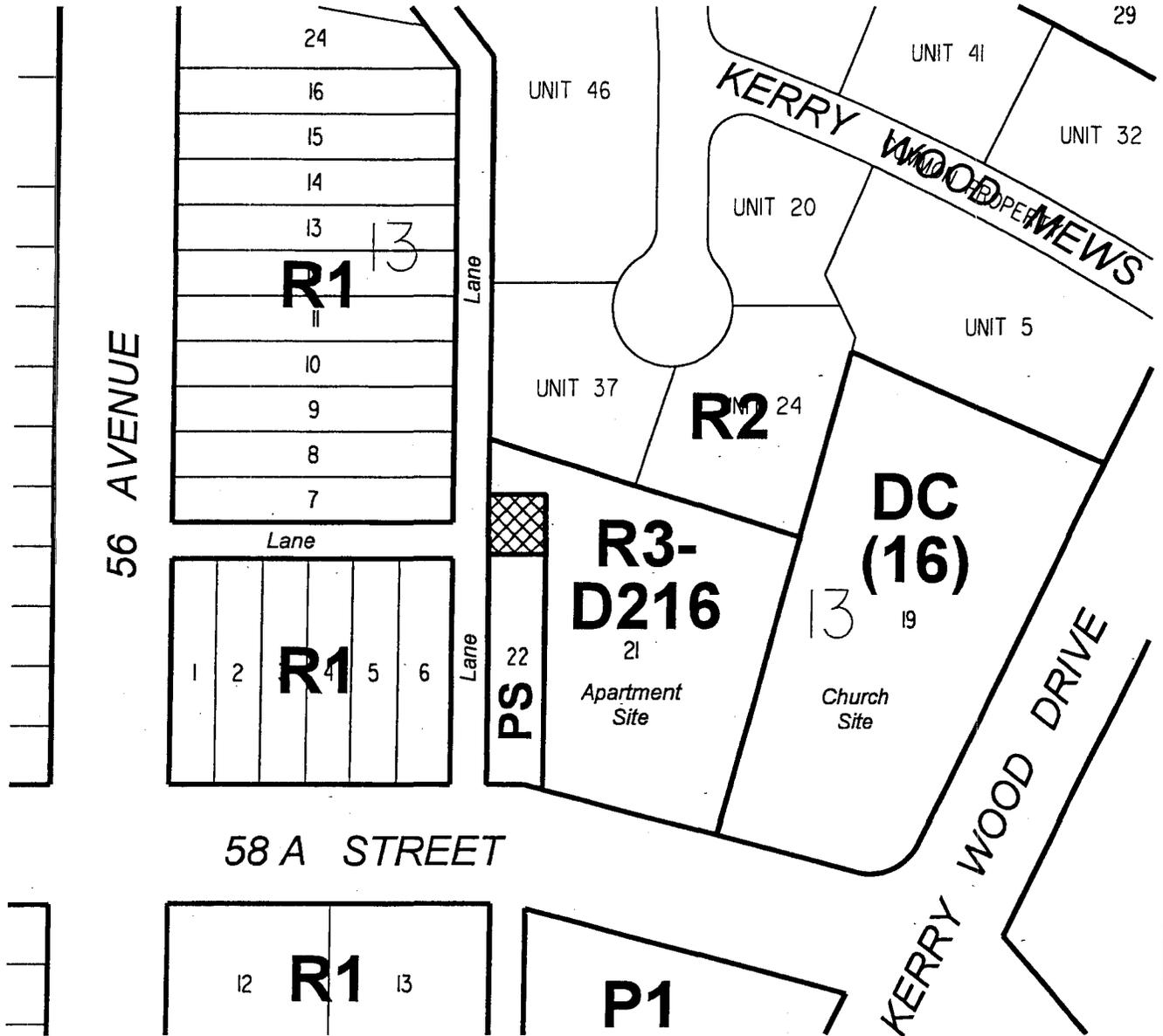
LANE

LANE



The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

Change from :

PS to R3-D216 

MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002

LAND USE BYLAW 3156/E-2002
Riverside Meadows Victory Fellowship Church
Swell Investments Ltd.

DESCRIPTION: Transfer of 10m strip from Victory Christian Fellowship to apartment condominium

FIRST READING: February 25, 2002

FIRST PUBLICATION: March 8, 2002

SECOND PUBLICATION: March 15, 2002

PUBLI HEARING & SECOND READING: March 25, 2002

THIRD READING: MARCH 25, 2002

LETTERS REQUIRED TO PROPERTY OWNERS: YES NO

DEPOSIT? YES \$ 400. NO **BY:** Swell Invest

ACTUAL COST OF ADVERTISING:

1ST \$ 254. & 2ND \$ 254. **TOTAL:** \$ 508.-

MAP PREPARATION: \$ —

TOTAL COST: \$ 508.-

LESS DEPOSIT RECEIVED: \$ (400.-)

AMOUNT OWING / (REFUND): \$ 108.-

INVOICE NO.: 138210

(Account No. 59.5901)



Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

Office of the City Clerk

March 5, 2002

Alan J. & Eugene H. Watson
5 4936 53 Avenue
RED DEER, AB T4N 5J9

Dear Sir/Madam:

**Re: Land Use Bylaw Amendment 3156/E-2002
Victory Fellowship Church / Swell Investments**

Council of the City of Red Deer is considering a change to the Land Use Bylaw, which controls the use and development of land and buildings in the city. As a property owner in the area of Victory Fellowship Church and the adjacent apartment condominium you have an opportunity to ask questions about the intended use and to let Council know your views.

City Council proposes to pass **Land Use Bylaw Amendment 3156/E-2002**, which provides for the transfer of a 10 metre strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. This transfer will provide physical and legal access to the apartment condominium. You can pick up a full copy of the amendment at the office of the City Clerk, 2nd Floor of City Hall between 8:00 a.m. and 4:30 p.m. Monday to Friday.

City Council will hear from any person claiming to be affected at a Public Hearing in the Council Chambers, 2nd Floor of City Hall on **Monday, March 25, 2002, at 7:00 p.m.** If you want your letter or petition included on the Council agenda you must submit it to the City Clerk by 4:30 p.m. on **Tuesday, March 19, 2002.** Otherwise, you may submit your letter or petition at the City Council meeting or you can simply tell Council your views at the Public Hearing. Your letter or petition will be made available to the public. If you have any questions regarding their use, please contact me at (403) 342-8132.

Yours truly,

Kelly Kloss
City Clerk

Attach.

4914 - 48th Avenue, Red Deer, AB Canada T4N 3T4
Tel: (403) 342-8132 Fax: (403) 346-6195 E-mail: cityclerk@city.red-deer.ab.ca Web: <http://www.city.red-deer.ab.ca>

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

Change from :

PS to R3-D216 

MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002



The City
of
Red Deer

Box 5008
Red Deer, AB
T4N 3T4

RETURN TO SENDER
RENOUÏ À L'EXPÉDITEUR

Undelivered
 Non delivered

To post address
 À l'adresse postale

To post address incomplete
 À l'adresse postale incomplète

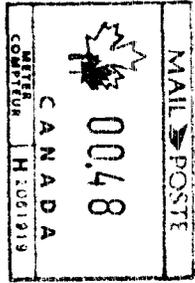
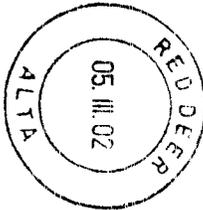
No such Post Office
 Bureau postal inexistant

Partly sorted address
 Adresse partiellement triée

To return to sender
 À retourner à l'expéditeur

Alan J. & EUGENIE
5 4936 53 AVE
Red Deer, AB
T4N 3T4

Not at this address





THE CITY OF RED DEER
City Clerk's Department Payment Receipt

Christine

02 | 03 | 07
Year Month Day

Name: SWELL INVESTMENTS

Reference: LUB 3156/E-2002

NOT VALID ULESS MACHINE PRINTED HERE

03/07/02 10:16AM 25.40450

ITEM

	Account Number (Cost Centre.Object.Subsidiary)	Subledger	T	Asset ID No.	Amount
L.U.B. Advert	59.5901				400.00
D.A.B. Fee	54.5722				
D.A.B. Advert	54.5901				
	GST. REGISTRATION # R119311785				
	TOTAL				400.00

SUNDRY
CHECK

34,000.00
\$ 400.00

Office of the City Clerk

February 26, 2002

- FAXED TO: 347-4329
MARCH 4, 2002.

Swell Investments Ltd.
5, 4936 - 53 Avenue
Red Deer, AB T4N 5J9

Received Mar. 7/2002

Dear Sirs:

**Re: Land Use Bylaw 3156/E-2002
Lot 22, Block 13, Plan 992 4385 & Condominium Plan 012 5487
SE ¼ Sec. 20-38-27-4, Riverside Meadows
Victory Christian Fellowship/Swell Investments Ltd.**

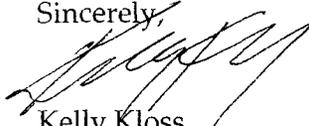
At the City of Red Deer's Council meeting held Monday, February 25, 2002, first reading was given to Land Use Bylaw Amendment 3156/E-2002. A copy of the bylaw is attached for your information.

Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. As the apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is proposed to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, March 25, 2002 at 7:00 p.m. in the Council Chambers of City Hall during Council's regular meeting. In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance is \$400. We require this deposit by no later than 10:00 a.m., Wednesday, March 6, 2002, in order to proceed with the advertising. Once the actual cost of advertising is known, you will either be invoiced for or refunded the difference.

If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,



Kelly Kloss
City Clerk
/chk
/attach.

*March 4/2002
cheque rec'd.
receipt coming from
Cashier
CKK*

c Parkland Community Planning Services

The City of Red Deer

Box 5008
Red Deer, Alberta
T4N 3T4



March 5, 2002

«OwnerName»
«OwnerAdd1»
«OwnerAdd2»
«OwnerAdd3»
«OwnerAdd4»

Dear Sir/Madam:

Re: Land Use Bylaw Amendment 3156/E-2002
Victory Fellowship Church / Swell Investments

Council of the City of Red Deer is considering a change to the Land Use Bylaw, which controls the use and development of land and buildings in the city. As a property owner in the area of Victory Fellowship Church and the adjacent apartment condominium you have an opportunity to ask questions about the intended use and to let Council know your views.

City Council proposes to pass **Land Use Bylaw Amendment 3156/E-2002**, which provides for the transfer of a 10 metre strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. This transfer will provide physical and legal access to the apartment condominium. You can pick up a full copy of the amendment at the office of the City Clerk, 2nd Floor of City Hall between 8:00 a.m. and 4:30 p.m. Monday to Friday.

City Council will hear from any person claiming to be affected at a Public Hearing in the Council Chambers, 2nd Floor of City Hall on **Monday, March 25, 2002, at 7:00 p.m.** If you want your letter or petition included on the Council agenda you must submit it to the City Clerk by 4:30 p.m. on **Tuesday, March 19, 2002.** Otherwise, you may submit your letter or petition at the City Council meeting or you can simply tell Council your views at the Public Hearing. Your letter or petition will be made available to the public. If you have any questions regarding their use, please contact me at (403) 342-8132.

Yours truly,



Kelly Kloss
City Clerk

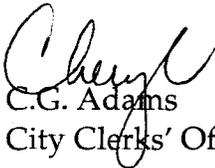
Attach.

DATE: February 26, 2002
TO: Norma Lovell, Assessment
FROM: C.G. Adams,
City Clerk's Office
RE: Land Use Bylaw Amendment 3156/E-2002 Riverside Meadows
Victory Fellowship Church – Swell Investments (apartment Condo)

Please provide **Sheri Eklund** with the names and addresses of the subject property owners and all contiguous/adjacent property owners as outlined on the attached maps.

It would be helpful if the lists could be received at your earliest convenience in order to process the letters within the required time period. I have attached the map that appeared on the Council agenda for your reference.

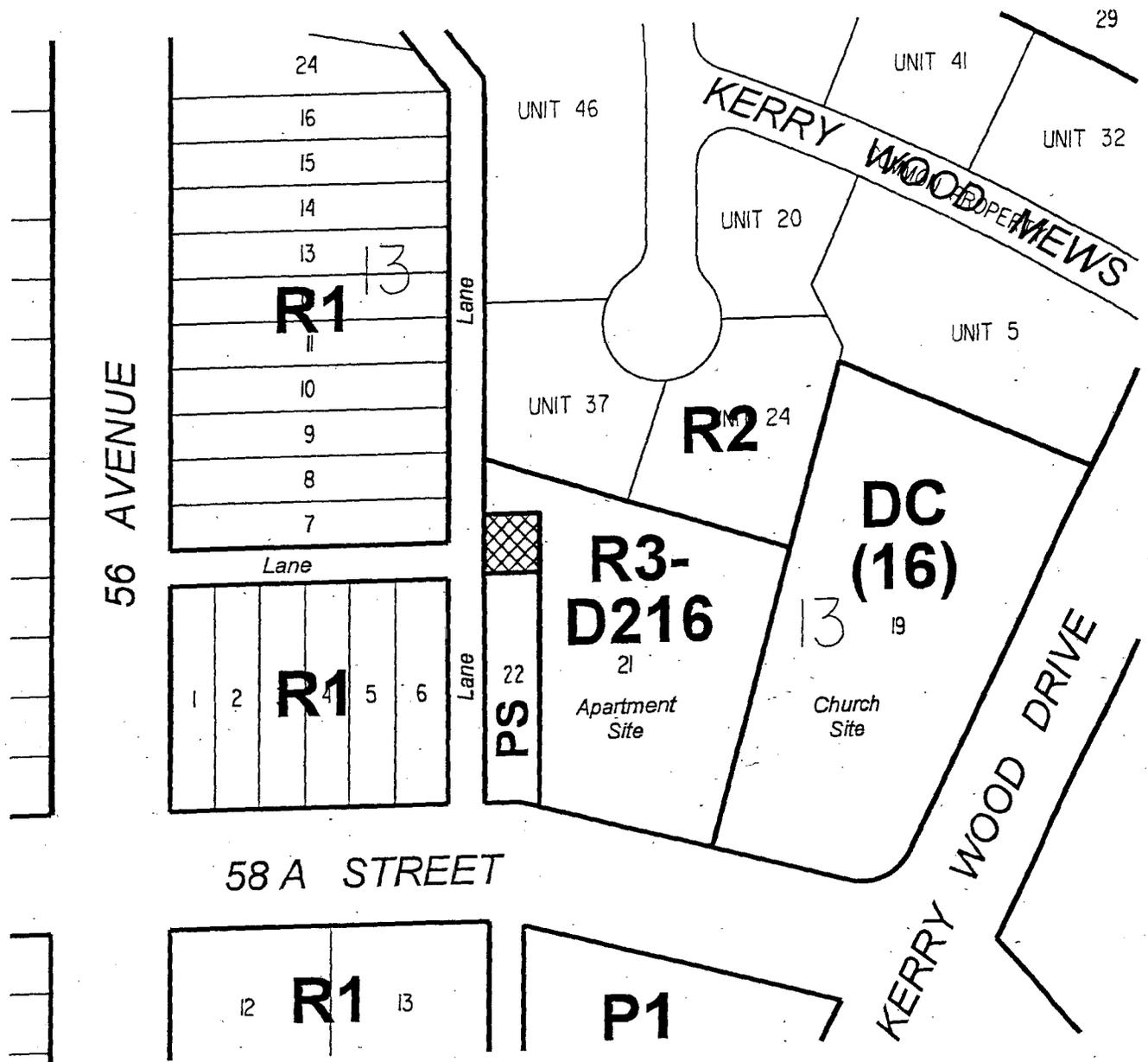
Thanks Norma.


C.G. Adams
City Clerks' Office

Attach.

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



Change from :

PS to R3-D216 

AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002



Office of the City Clerk

FILE

February 26, 2002

Swell Investments Ltd.
5, 4936 - 53 Avenue
Red Deer, AB T4N 5J9

Dear Sirs:

**Re: Land Use Bylaw 3156/E-2002
Lot 22, Block 13, Plan 992 4385 & Condominium Plan 012 5487
SE ¼ Sec. 20-38-27-4, Riverside Meadows
Victory Christian Fellowship/Swell Investments Ltd.**

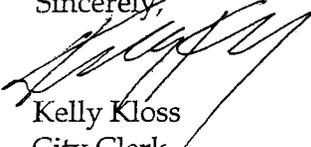
At the City of Red Deer's Council meeting held Monday, February 25, 2002, first reading was given to Land Use Bylaw Amendment 3156/E-2002. A copy of the bylaw is attached for your information.

Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. As the apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is proposed to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, March 25, 2002 at 7:00 p.m. in the Council Chambers of City Hall during Council's regular meeting. In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance is \$400. We require this deposit by no later than 10:00 a.m., Wednesday, March 6, 2002, in order to proceed with the advertising. Once the actual cost of advertising is known, you will either be invoiced for or refunded the difference.

If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,


Kelly Kloss
City Clerk
/chk
/attach.

c Parkland Community Planning Services

The City of Red Deer

Box 5008
Red Deer, Alberta
T4N 3T4

BYLAW NO. 3156/E-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F10" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 2/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of February 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

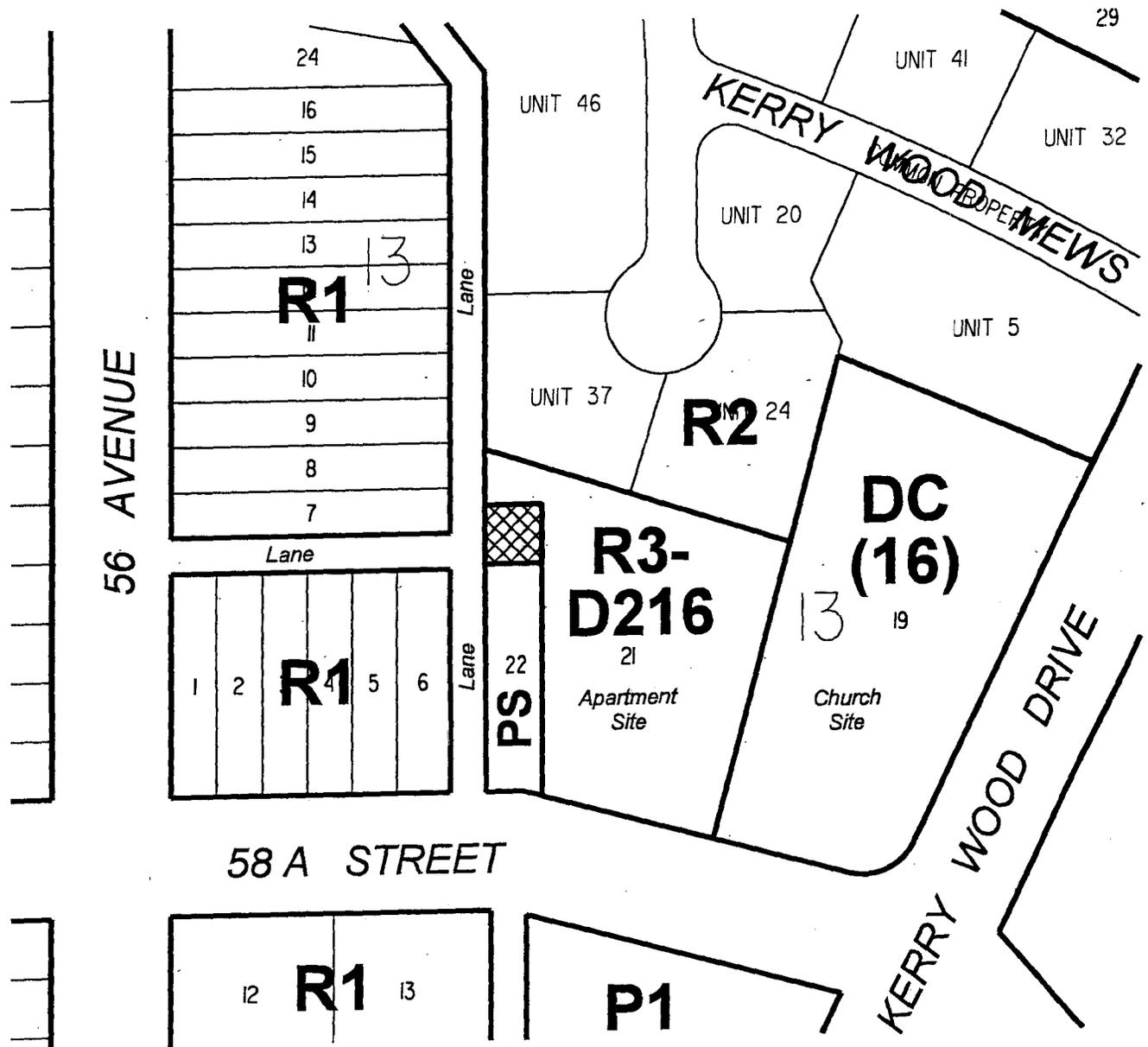
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

Change from :

PS to R3-D216 

MAP No. 2 / 2002
BYLAW No. 3156 / E - 2002

Council Decision – Monday February 25, 2002

DATE: February 26, 2002
TO: Frank Wong, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
Riverside Meadows
Victory Christian Fellowship / Swell Investments Ltd.

Reference Report:

Parkland Community Planning Services, dated February 19, 2002

Bylaw Readings:

Land Use Bylaw Amendment 3156/E-2002 was given first reading. A copy is attached.

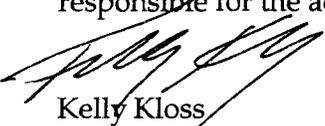
Report Back to Council: Yes

A Public Hearing will be held on Monday, March 25, 2002 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. The Swell Investments Ltd. apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is proposed to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.

This office will now proceed with the advertising for a Public Hearing. Swell Investments Ltd. will be responsible for the advertising costs in this instance.


Kelly Kloss
City Clerk
/chk
/attach.

c Director of Development Services
Community Services Director
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant

BYLAW NO. 3156/E-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

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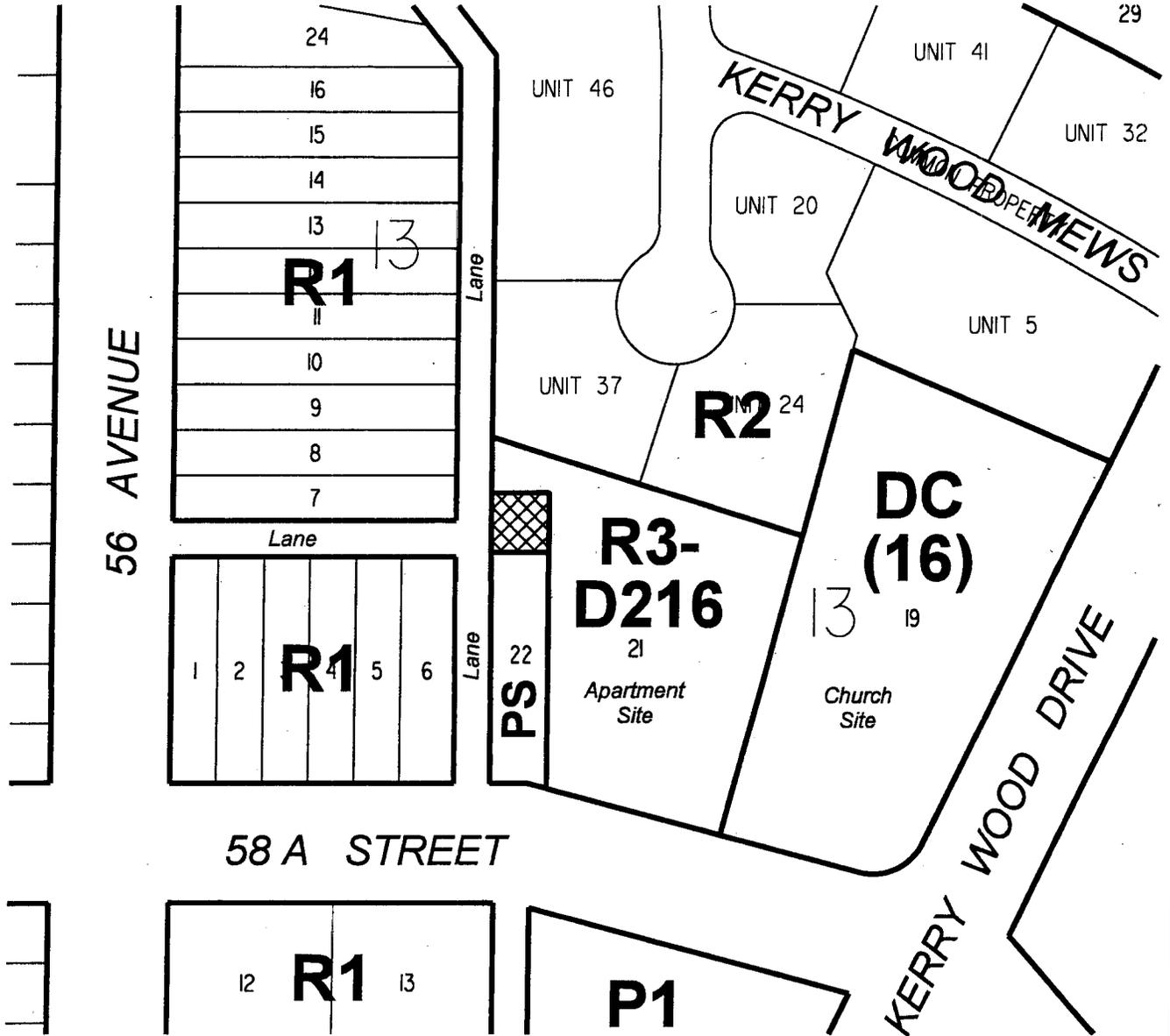
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MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

*R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare*

Change from :

PS to R3-D216

MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002



**KLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Date: February 19, 2002

To: Kelly Kloss, City Clerk

Re: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
SE ¼ Sec. 20-38-27-4
Riverside Meadows
Victory Christian Fellowship/Swell Investments Ltd.

This bylaw deals with the transfer of a 10m strip of land, containing the driveway to the apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium.

Background

In 1999 a replotting scheme was completed wherein the rear portion of the Victory Christian Fellowship Church and the Swell Investments apartment was added to a portion of the abandoned railway right-of-way to create a large multiple-family lot. The lot was later developed by Meadowglen Developments Ltd. in the form of a 37 unit row-house condominium.

As part of the land sale, Swell Investments Ltd. transferred a portion of their lot (Lot 22) to the church for additional parking. Legal access to the apartment was provided north of Lot 22. The driveway to the apartment however was constructed on part of Lot 22 which had been transferred to the church. The Swell Investments Ltd. apartment is being condominiumized and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is now proposed to be added back to the apartment lot. The church has agreed to transfer back the 10m strip of land or 95m² back to the apartment site.

To accommodate the transfer of land the subject portion of land is required to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare, which is the same zoning that is on the existing apartment site.

Recommendation

Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/E-2002.

Sincerely,

A handwritten signature in black ink that reads 'Frank Wong'. The signature is written in a cursive, flowing style.

Frank Wong,
Planning Assistant

Attachment

OF THE REM
LOT 21, BLOCK 13,

WITHIN

S.E 1/4 Sec. 20, Twp. 1

RED [

ALBE

20C

SCALE =



UNIT 18
CONDOMINIUM
PLAN 002 4442

UNIT 24
CONDOMINIUM
PLAN 002 4798

COMMON PROPERTY

Remainder of
LOT 21, BLOCK 13
PLAN 952 3180

CONDOMINIUM
BUILDING

Remainder of
LOT 19, BLOCK 13
PLAN 882 2971

LOT 22
BLOCK 13
PLAN 992 4385

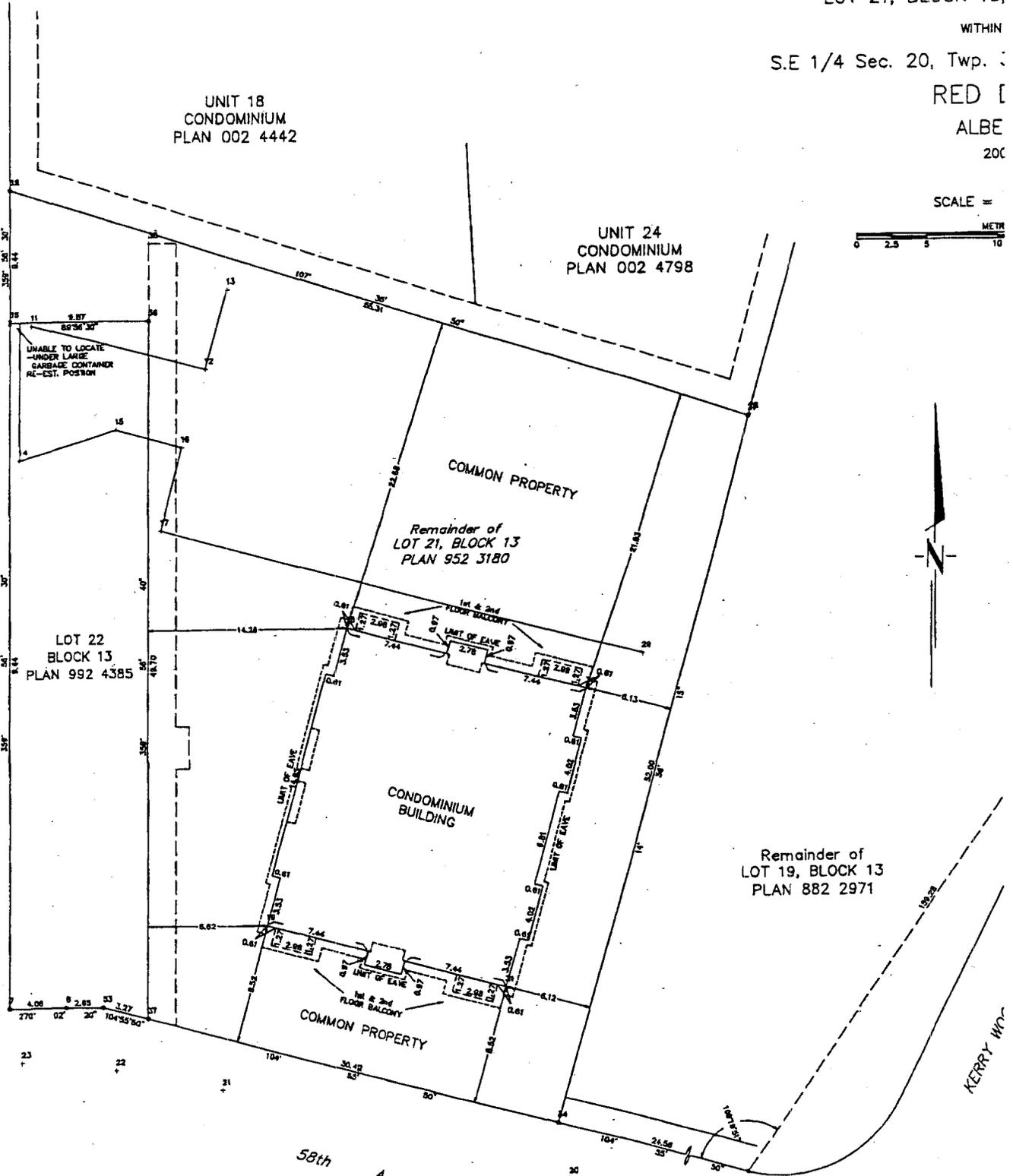
COMMON PROPERTY

58th A STREET

KERRY WAY

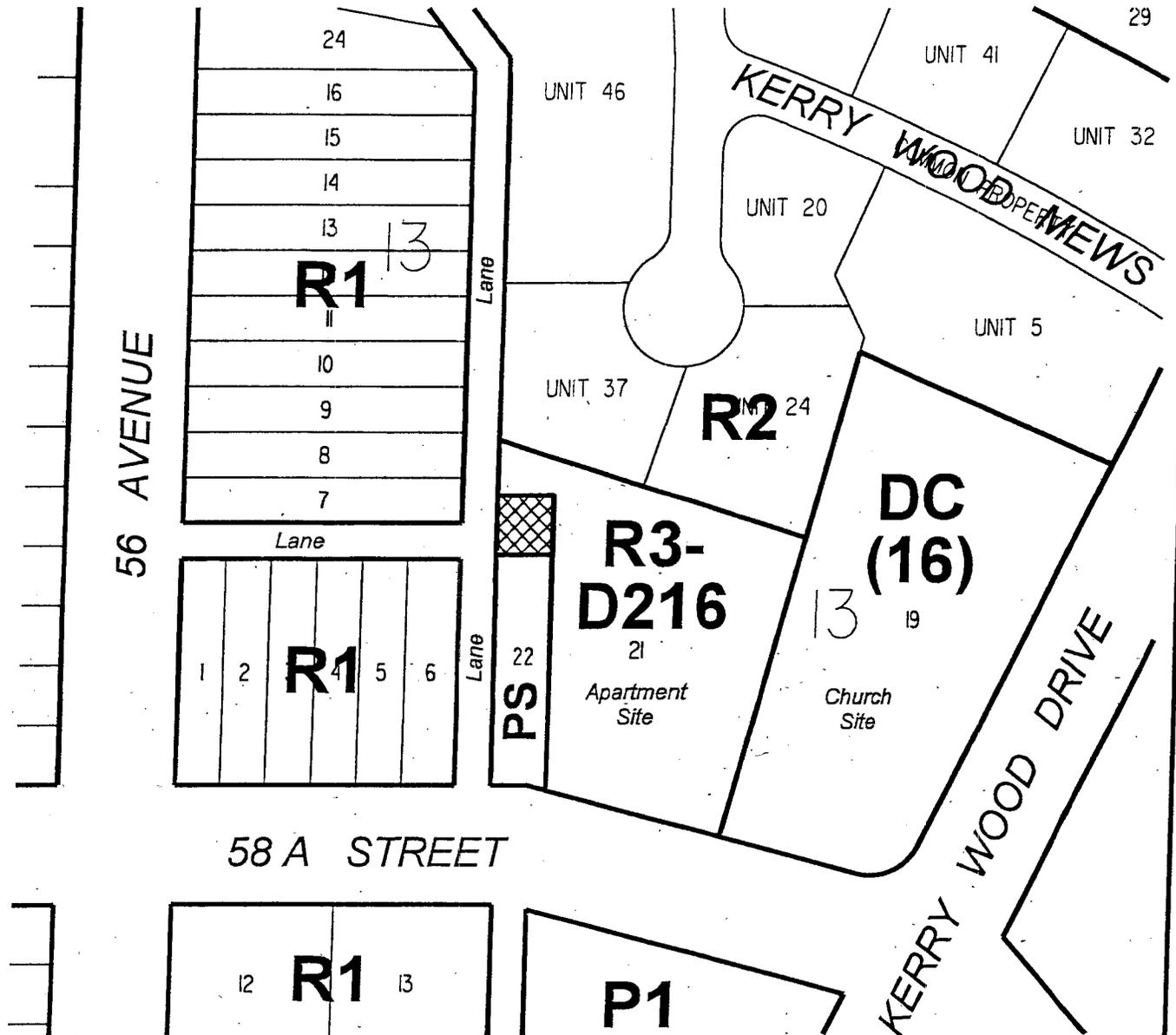
LANE

LANE



The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a Density of 216 persons per hectare

Change from :

PS to R3-D216



MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002

Comments:

We agree with the recommendations of Parkland Community Planning Services. A Public Hearing would be held on Monday, March 25, 2002 at 7:00 p.m. in Council Chambers.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

BYLAW NO. 3156/E-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F10" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 2/2002 attached hereto and forming part of the bylaw.

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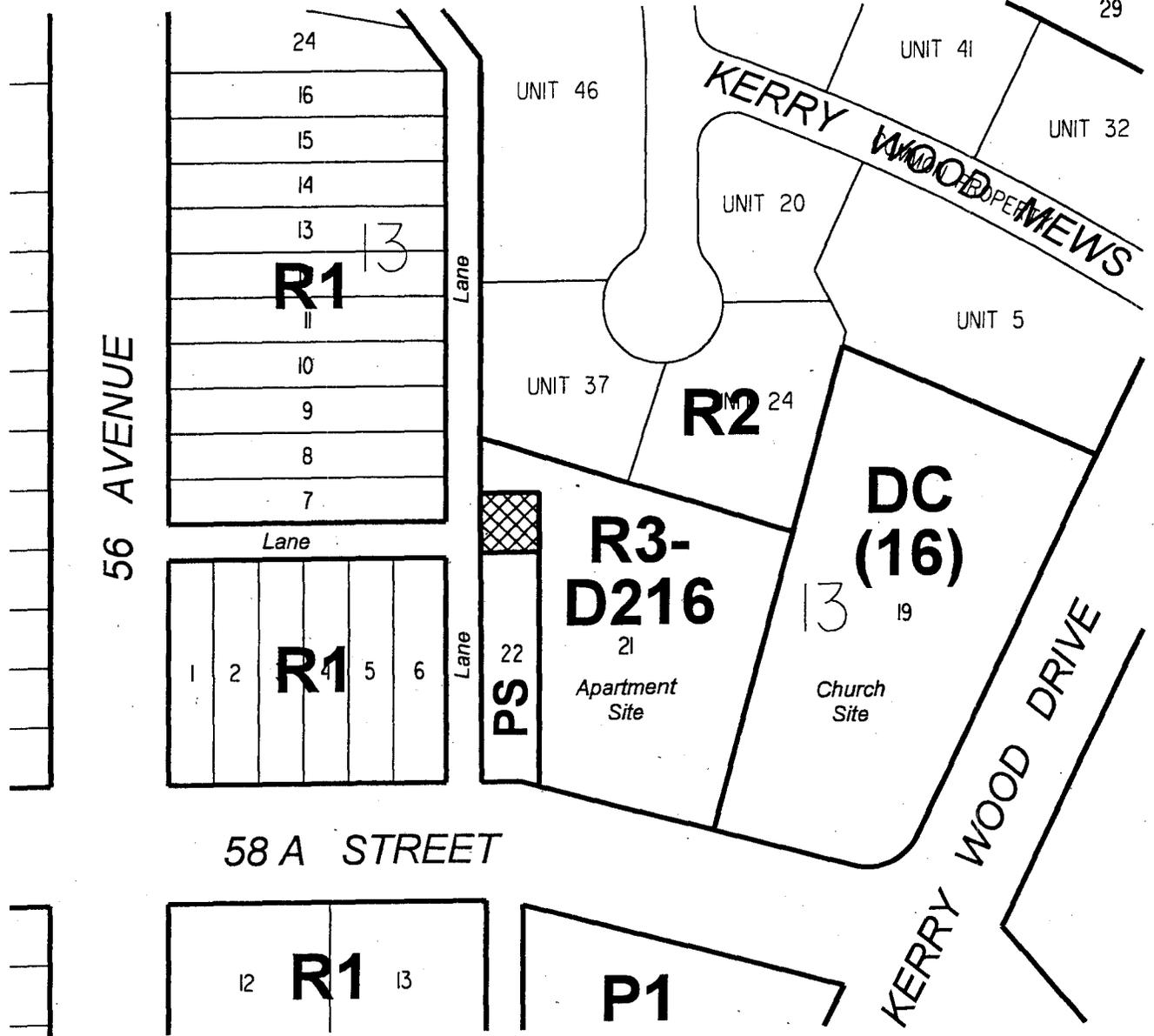
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT

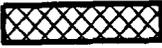


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MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002

Council Decision – Monday March 25, 2002

DATE: March 26, 2002

TO: Frank Wong, Parkland Community Planning Services

FROM: City Clerk

RE: Land Use Bylaw Amendment 3156/E-2002
Lot 22, Block 13, Plan 992 4385 and Condominium Plan 012 5487
Riverside Meadows / Victory Christian Fellowship/ Swell Investments Ltd.

Reference Report:

City Clerk, dated February 26, 2002 and Parkland Community Planning Services, dated February 19, 2002.

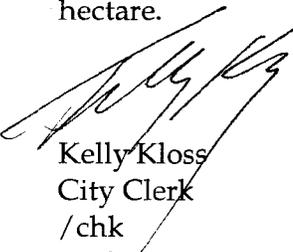
Bylaw Readings:

Bylaw Amendment 3156/E-2002 was given second and third readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:

Land Use Bylaw Amendment 3156/E-2002 provides for a transfer of a 10m strip of land, containing a driveway to an apartment building, from the overflow parking lot of the Victory Christian Fellowship Church back to the apartment condominium. The Swell Investments Ltd. apartment building is being turned into condominiums and in order to provide physical as well as legal access, the apartment driveway on Lot 22 is to be added back to the apartment lot. The church has agreed to transfer the 10m strip of land back to the apartment site. The subject portion of land is to be rezoned from PS Public Service to R3-D216 Residential High Density with a maximum density of 216 persons per hectare.



Kelly Kloss
City Clerk
/chk
attchs.

- c Director of Development Services
- Community Services Director
- Inspections & Licensing Manager
- Land & Economic Development Manager
- City Assessor
- D. Kutinsky, Graphics Designer
- C. Adams, Administrative Assistant
- S. Eklund, Clerk Steno

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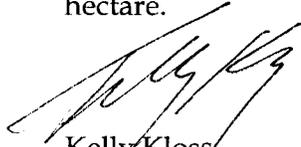
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Kelly Kloss
City Clerk
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attchs.

c Director of Development Services
Community Services Director
Inspections & Licensing Manager
Land & Economic Development Manager
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BYLAW NO. 3156/E-2002

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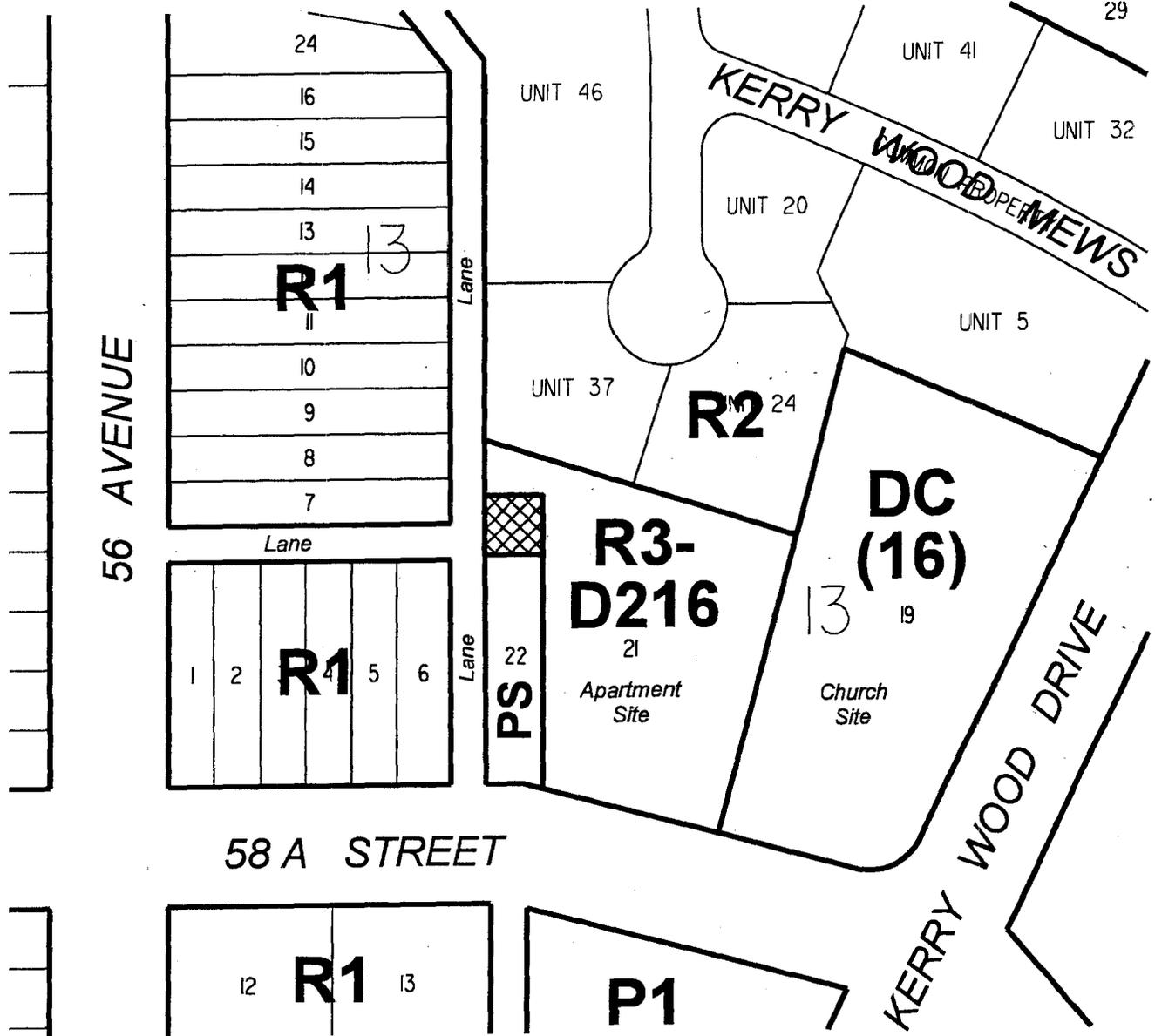
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MAYOR


CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a
Density of 216 persons per hectare

Change from :

PS to R3-D216 

MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002



Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

FILE

Office of the City Clerk

March 26, 2002

Swell Investments Ltd.
Box 125
Red Deer, AB T4N 3C8

Dear Sirs:

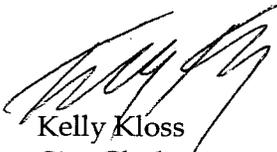
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Lot 22, Block 13, Plan 992 4385 & Condominium Plan 012 5487
SE ¼ Sec. 20-38-27-4, Riverside Meadows
Victory Christian Fellowship/Swell Investments Ltd.**

At the City of Red Deer's Council meeting held Monday, March 25, 2002, a Public Hearing was held with respect to Land Use Bylaw 3156/E-2002. Following the Public Hearing, Land Use Bylaw Amendment 3156/E-2002 was given second and third readings, a copy of which is attached.

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If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,



Kelly Kloss
City Clerk

/chk

/attach.

c Parkland Community Planning Services

BYLAW NO. 3156/E-2002

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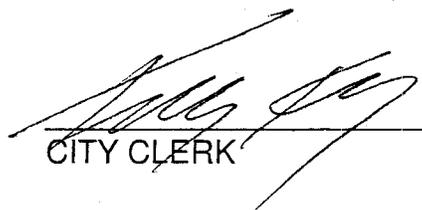
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READ A SECOND TIME IN OPEN COUNCIL this 25th day of March 2002.

READ A THIRD TIME IN OPEN COUNCIL this 25th day of March 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 25 day of March 2002.


MAYOR


CITY CLERK

Date: March 18, 2002
To: Kelly Kloss, City Clerk
From: Harold Jeske, Recreation, Parks & Culture Manager
Re: Collicutt Centre – February Operating Statistics

Attached is the Collicutt Centre monthly report for February 2002. Statistical data is presented for the current year and for the previous year for comparative purposes.

General Information

Use of the Collicutt Centre in February was, for the most part, very similar to January. There was an increase in use of the Water Park, meeting rooms and soccer pitches. Although the increase was not as dramatic as last month, use of the Water Park increased by approximately 10.5%. The Field House, program services and Fitness and Wellness Centre registered a slight decrease in use. Month to month and seasonal fluctuations are typical and we can expect this trend to continue.

The public continues to give us excellent feedback on how to improve the operation of the Centre. This month we received considerable feedback with respect to the cleanliness of the change rooms, field house, and fitness area. A sampling of comments received this month is:

- 10 comment cards in the month of February requesting the steam room to be open earlier on the weekend

Action Taken: Currently we open at 10:00 am on weekends. Opening at 8:00 a.m. or 8:30 a.m. will cost approximately \$15,000. As mentioned in the January report, we are not contemplating opening earlier until we have a better read on revenues and expenditures.

- Complaints about equipment being down in fitness centre (treadmills)

Action Taken: All of the treadmills are fully operational now. The surge protectors were the wrong calibration for these machines. All repairs and service covered under warranty.

- Complaints about lack of cleanliness in men's locker room, fitness centre, family change room, and front display case

Action Taken: Cleanliness of the display case has been dealt with and we are doing the best we can in the other areas. We are reviewing our options to provide a higher level of cleaning to the areas in question. Enhancing cleaning in some areas requires a reduction of cleaning in others. There is a need to take into consideration the impact on the areas where cleaning will be reduced.

Kelly Kloss, City Clerk
 Collicutt Centre - February Operating Statistics
 March 18, 2002
 Page 2

- Concerns with family change room not being used appropriately

Action Taken: We have increased signage explaining the intended use of this change room. As well, we have increased the frequency of monitoring by lifeguards and other facility staff.

- Requests for more fitness equipment

Action Taken: We are experiencing significant community demand for the fitness and wellness area. During the planning stages, we made a conscious decision to limit the size of this area. We do however, have room to add more equipment in the existing space and will endeavor to do so, as funding becomes available.

- Continued complaints about tennis set up

Action Taken: We cannot provide total exclusive use during open drop-in times. To improve the tennis opportunities, exclusive tennis only drop-in times have been created in cooperation with the Red Deer Tennis Club volunteers who have agreed to monitor these sessions. Sessions are available four nights a week and Sunday afternoons.

- Two comment cards acknowledging that the staff are great

Action Taken: Comment cards were circulated to all facility staff via the respective supervisor.

Unauthorized entry to the field house and water park are still a concern. We are investigating the costs of various preventative methods to curb this behavior ie. installing an alarm in the northeast and field house doors, and staffing or installing turnstiles at the main control center.

Volunteer hours this month reached 58.5 hours.

Budget and Financial

	Year To Date Benchmark	Actual	Variance
Revenue	\$348,242	\$404,489	<\$56,247>
Expenditures	\$481,788	\$515,313	\$33,525

Kelly Kloss, City Clerk
 Collicutt Centre - February Operating Statistics
 March 18, 2002
 Page 3

Again this month, revenues exceed the year-to-date budget guidelines, as do the expenditures. The net effect however is still positive as the revenue variance exceeds the expenditure variance by \$22,720. Year-to-date electricity charges are the primary reason for the expenditure variance as they exceed the benchmark by some \$44,000. Collicutt staff are investigating these charges with Enmax as we believe the billing for January and February is inaccurate.

Pass and punch card sales totaled approximately 7,000 at the end of February. We will likely see a decline in sales during the next few months as we experience warmer outdoor temperatures. Seasonal variations in revenue generation were anticipated and accordingly, are reflected in the 2002 budget.

Major Events

Feb 1-2	Arena	Doctors Tournament	#7515	\$1074.35
Feb 15	Arena	Oldtimers Tournament	#7516	\$692.35
Feb 15-18	Soccer	RDCSA Family Day Tournament	#7578	\$5628.16
Feb 22-24	Soccer	Lady Rangers Classic	#8639	\$3035.03



Harold Jeske

:jb

c. Colleen Jensen, Community Services Director
 Peter Duhault, Collicutt Centre Superintendent

FACILITY DATA	USERS					HOURS OF USE					ATTENDANCE				
	FEB-'01	DEC-'01	JAN-'02	FEB-'02	YTD-'02	FEB-'01	DEC-'01	JAN-'02	FEB-'02	YTD-'02	FEB-'01	DEC-'01	JAN-'02	FEB-'02	YTD-'02
WATER PARK															
PUBLIC SWIMMING															
Earlybird Swim								77.5	50	127.5			211	344	555
Open Swim							358.5	338.1	324	662.1		10321	16140	17486	33626
Adult Swim							13	17	20	37		222	623	583	1206
Family							15	12.6	12	24.6		841	1025	1471	2496
TOTALS							386.5	445.2	406	851.2		11384	17999	19884	37883
FIELDHOUSE															
PUBLIC DROP-IN															
ADULT							517.14	519	462	981		568	2883	1733	4616
YOUTH							517.14	490.5	434	924.5		1003	6210	4700	10910
TOTALS					0		1,034	1,010	896	1,906		1,571	9,093	6,433	15,526
PROGRAMS SERVICES															
LEARN-TO-PROGRAMS															0
Adult Classes							40	144		144		116	624	550	1174
Youth Classes							49	144		144		156	270	464	734
Family Classes							9	36	36	72		42	24	36	60
OTHERS:										0					
Childminding Services							149	200	200	400		244	598	599	1197
Birthday Party Stats				29	29		77.5	75	94.25	169.25		481.43	435	460	895
Collicutt Mainstreet										0		16523	14924	31447	
Climbing Wall								203	225	428			558	752	1310
Gymnastics										0		4882	7167	7481	14648
TOTALS	-	-	-	29	29	-	325	802	555	1,357	-	5,921	26,199	25,266	51,465
SUBTOTAL PAGE 1	-	-	-	29	29	-	1,745	2,257	1,857	4,114	-	18,876	53,291	51,583	104,874

FACILITY DATA	USERS					HOURS OF USE					ATTENDANCE				
	FEB-'01	DEC-'01	JAN-'02	FEB-'02	YTD-'02	FEB-'01	DEC-'01	JAN-'02	FEB-'02	YTD-'02	FEB-'01	DEC-'01	JAN-'02	FEB-'02	YTD-'02
FITNESS AND WELLNESS CENTRE															
Daily Workouts							518	518	476	994		6791	16,523	16,632	33155
Personal Training (1 on 1)							26	153	88	241		26	153	88	241
Orientations								171	65	236			357	65	422
FITNESS & WELLNESS TOTALS					0		544.00	842.00	629.00	1471.00		6,817	17,033	16,785	33,818
MEETING & SPORTS SURFACE RENTALS															
Community Savings A		1			0		1			0		20	0	20	20
Community Savings B		11			0		13			0		118	146	213	359
Community Savings A&B		8			0		125.3			0		2639	1728	2212	3940
Community Room C		31			0		136.15			0		1199	1236	1466	2702
Alberta Treasury Motion Studio		5			0		115.15			0		273	524	524	1048
Prolific Group Board Room		6			0		94.3			0		46	147	177	324
B of M Room East		4			0		49			0		0	0	0	0
B of M Room West		5			0		6			0		35	22	38	60
B of M Room West & East		4			0		109			0		20	0	0	0
Soccer East		22			0		188.5			0		250	7026	9537	16563
Soccer West		19			0		148.5			0		379	8583	10486	19069
Arena		25	30	30	30		283.3	329	329	658		7500	10971	7571	18542
Fieldhouse		2			0		54			0		760			0
TOTAL		143	30	30	30	0	1323.2	329	329	658		13239	30383	32244	62627
COLLICUTT VENUE USAGE TOTALS **		143	30	59	59	-	3,612	3,428	2,815	6,243		38,932	100,707	100,612	201,319

- NOTES: ****
- 1 Mainstreet statistics are an average for January and February, we are bench-marking for March
 - 2 Statistics are based manual head counts and hours consumed in each area.
 - 3 People may be counted twice in the pool and fitness area due to multiple use
 - 4 February is a 28 Day Month with a 3-day variance of 9737 person visits.
 - 5 Fieldhouse attendance under estimated due to lack of supervision prior to 4 P.M.

Collicutt Ad Hoc Citizen Advisory Committee

Work in Progress Report

To The Red Deer City Council

March 13, 2002

Background

At the Council Meeting of Monday, January 14, 2002, Council agreed to proceed with a review of the development and operations of the Collicutt Centre by establishing an Ad Hoc Citizen Advisory Committee.

The Terms of Reference for the Committee were as follows.

1. Recommend to Council the scope of the review.
 - Identify those questions/issues that the review will address
 - Prioritize the questions that require additional information or material not available in existing reports or documents and which require independent expertise
2. Recommend to Council the expertise to be used to conduct the review.
 - Specific to each question requiring independent expertise, identify the type of expertise and recommend the source of the required expertise
 - Assist in developing terms of reference for each independent expert engaged for the scope of the work
3. Review the draft report(s) from the independent review to assure it adequately completes the terms of reference and assist with the presentation of the final report to Council.
 - Review draft reports for completeness/adherence to terms of reference
 - Provide appropriate comments/recommendations to Council
 - Present findings to Council

Purpose of This Work In Progress Report

The purposes of this information report are threefold, to:

1. Advise Council regarding the Committee's interpretation of its Terms of Reference in defining its Mandate, and the approach being taken by the Committee in fulfilling its responsibilities.
2. Report on the Committee's activities and the point it is at in fulfilling the Terms established by Council.
3. Initiate, via this Report, a process for confirming that the Committee has accurately defined the questions/ issues that the review will address.

No decision from Council is requested.

Mandate

In reviewing the Terms of Reference established by Council, the Committee has defined its role as being responsible for ensuring that an independent Review of the development and operations of the Collicutt Centre be carried out. Whether or not additional resources will be required to achieve this end, will depend on the results of each stage of the review. At this point, the Committee is satisfied that there is a significant level of expertise available from the individual Committee members. Further, the Committee has established that its principles of operation shall be that of independence, objectivity and a desire to add value by learning from the Review.

Work In Progress

To this end, the Committee has met as a group to inform itself about the development, construction and operation of the Collicutt Centre as well as the decision-making processes involved. From this information, and from the questions raised by the public, the Committee has started to define the scope of the Review. As of March 13th, six meetings have been held, as well as a tour of the Collicutt Centre facility. Individual Committee members have then accepted responsibilities for in-depth review of specific aspects, in keeping with their professional expertise.

The material the Committee has reviewed:

- Council decisions for all stages of the site development, from 1988 to 2002
- Recreation Facilities Needs Assessment Report and Recommendations, December 21, 1998
- Management Model Study, March 2000
- Organizational Structure established in support of the Collicutt Centre development, construction and operation, including Terms of Reference, Levels of Authority and Committee Membership March 1, 1999
- Job Descriptions for Staff functions related to the project
- Timelines and Decision Streams – as planned, as modified, as implemented
- Financial Reports for both the construction and the operation of the Collicutt Centre
- Collins Barrow Report on Internal Controls and Procedures, November 26, 2001
- Internal communications and reports regarding the Collicutt Centre
- Financial and Human Resource Policies
- Communications to the Public regarding the Collicutt Centre
- Questions raised by the public – directly to the City, and via the media.

Several briefings were requested and received:

- A presentation by the Mayor and the City Manager regarding the chronology of decisions leading to the eventual construction of the facility
- A presentation by the Director of Corporate Services and the Treasury Services Manager regarding financial reporting systems, controls, responsibilities and pertinent events
- A tour of the Collicutt Centre conducted by the Manager of Parks, Recreation and Culture and the Owner's (City) Representative who was on-site during construction.

To put the whole project into a visual mode, the Committee has been working on developing a logical flow model to document key streams of activities, chronologically. The model tracks the Collicutt Centre project from the beginning (idea generation, 1988), through the investigation phase (community consultation, 1998), through the design stage, actual construction, and operation phases. The key streams for each phase include: decision-making, authorities and accountabilities, budgets, communications, organizational structures and financial reporting. This work is not complete.

The summary of all of the questions put forward by the public is attached. The summary does not list each question individually. Many of the questions were similar, or had similar intent. The questions were used to help the Committee to define the scope of the Review. At this point, the Committee encourages members of the community to review the summary questions and to identify any additional key areas that otherwise would not be captured. **The Committee will receive either emails or written responses by Monday, April 8th, 4:30 p.m.,** and the Attachment includes addresses for both forms of response.

Next Steps

1. By presentation of this Work In Progress Report to Council, the Committee requests any additional input that the Public feels would be helpful in defining the scope of the Review.
2. The Committee will continue its review of the information it has gathered, and will consider additional questions put forward by the Public. During this step, the Committee will determine whether it requires additional expertise to complete the Review, and if so will submit its request for resources to Council.

Acknowledgement

The members of the Collicutt Ad Hoc Citizen Advisory Committee thank Council for the trust it has placed in us. We also thank all those who have provided information to us; the cooperation we have experienced demonstrates that there is desire to learn as much as we can from the challenges arising from the development of such a significant recreational complex for our community.

ADDITIONAL INPUT REQUESTED

BY THE COLLICUTT AD HOC CITIZEN ADVISORY COMMITTEE

The Collicutt Ad Hoc Citizen Advisory Committee has spent the last seven weeks reviewing background information, including the questions raised by the public, regarding the Collicutt Centre. It is now at the point of defining the scope of its Review.

Questions have been raised regarding each phase of the Collicutt Centre project, from the initial site selection in 1988 through to the first year of operation beginning in 2001. The questions are generally about how decisions were made, why they were made, and what measures were put in place to effectively manage each stage of the project.

Please review the questions below. If you believe there are key questions missing, please contact us, either in writing or via email by **Monday, April 8, 2002, 4:30 p.m.** Please note that your comments will come directly to the Committee, and will not be screened in any way.

In writing to: Collicutt Centre Ad Hoc Citizen Advisory Committee
c/o City Clerk's Office, 2nd Floor, City Hall
4914 - 48 Avenue, Box 5008
Red Deer, AB T4N 3T4

By email to: collicuttcitizen@city.red-deer.ab.ca

Scope of Questions Asked By The Public

1. The Beginning of the Idea to Build an Additional Facility

- How/why was the site selected?
- How was it determined that a new recreation complex was a priority?

2. Development of the Idea

- Who was involved in defining what services would be included, and how was it determined that these were the best for the overall population?
- What consideration was given to the cost to the taxpayer and the user of the facility?

3. Detailed Design of the Complex

- Why did the costs keep increasing and how do they compare with other similar facilities elsewhere?
- Why did City Council decide to build the current facility rather than phase it in?

4. Construction

- How was the construction process, including tendering and changes to the design, managed? Were there adequate cost control systems in place?
- Did any capital costs get put into the Operating Budget, for example, capital leases?
- Is the ozone equipment sufficient for maximum utilization of the pool?

5. Operation

- Did the initial budget adequately reflect the costs for start-up? Whose responsibility was this?
- What process was used to establish the operating budget (revenue and expenditures) and was it realistic? Why was the operating budget not met and when was it known that there would be an operating deficit?
- What process was in place to monitor and report on the operating budget (both revenue and expenditures) and was it followed?
- Is the user fee structure appropriate and affordable?

6. Decision Making & Organizational Structure

- Were appropriate organizational structures put in place for each stage of the project? Were there clearly defined responsibilities and authorities? Were these followed?
- Specifically, how did Council delegate decision making to the Steering Committee regarding:
 - Capital Budget
 - Enhancements
 - Donations
 - Access to tax based revenue sources such as reserves
 - Communication back to Council.

- How were the implications of capital decisions on operating costs determined?
- Should additional expertise have been brought in to support Council, the Steering Committee and/or Management in the oversight of the project?
- Are the financial reporting systems effective in isolating revenue and/or expenditure problems? Are there effective organizational "checks and balances" in place?

LE

DATE: March 26, 2002

TO: Gordon Deck, Chairman
Collicutt Centre Ad Hoc Citizen Advisory Committee

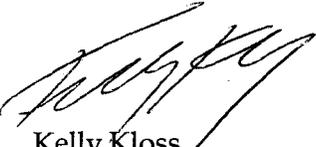
FROM: Kelly Kloss
City Clerk

RE: Collicutt Centre

On behalf of Council, thank you for your "Work in Progress" report which was received as information on March 25, 2002.

Your time and energy spent on this review is greatly appreciated.

For your information, the report title reads: "Collicutt Ad Hoc Citizen Advisory Committee" Work in Progress Report. We will be updating this to reflect "Collicutt Centre Ad Hoc Citizen Advisory Committee" for clarification purposes.



Kelly Kloss
City Clerk

KK/chk

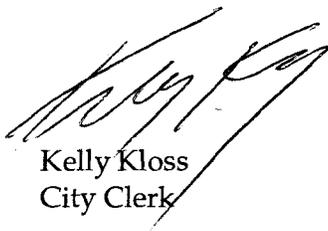
LE

DATE: March 26, 2002
TO: Cheryl Adams
FROM: Kelly Kloss
RE: Collicutt Centre Ad Hoc Citizen Advisory Committee

In regards to the March 13, 2002 Work in Progress report from the above referenced Committee, please note that the name of the Committee should read:

"Collicutt Centre Ad Hoc Citizen Advisory Committee".

This is to clarify that the report is referring specifically to the Collicutt Centre.



Kelly Kloss
City Clerk

KK/chk

DATE: March 12, 2002

TO: Kelly Kloss, City Clerk

FROM: Myron Chilibeck, City Assessor
Norm Ford, Tax Collector

RE: Supplementary Assessment and Taxation

Implementation of Supplementary Assessment and Taxation was approved for the 2002 budget.

In accordance with Section 313 of the Municipal Government Act, a supplementary assessment bylaw must be passed prior to May 1 in order for us to implement supplementary assessment and taxation for this year.

The supplementary assessment is the assessment of newly constructed buildings, additions, and renovations that are occupied or completed during the 2002 year, that did not appear or were not assessed at 100% on the May 2002 Assessment and Tax Notice. The resulting supplementary tax is prorated, based on the number of months the improvement has been completed or occupied.

Supplementary assessment/tax provides for equity among property owners. At the time the owners occupy the new premise and receive municipal benefits, they pay their share toward the tax base to pay for those benefits. Many customers are surprised that, currently, they receive a tax break.

Following is a survey of five other Alberta municipalities that levy supplementary property taxes and the revenue generated:

Municipality	2000 Supplementary Tax Municipal Levy
Lethbridge	\$ 251,000
St. Albert	\$ 204,000
County of Strathcona	\$ 260,000
Calgary	\$6,800,000
Grande Prairie	\$ 192,000

Based on Red Deer's building permit values for this year of \$200,000,000, this would normally generate approximately \$300,000 in supplementary tax revenue, excluding school taxes. The building permit value for 2001 is \$214,570,000 which would have generated an estimated \$321,000 in supplementary tax revenue.

City Clerk
March 12, 2002
Page 2

As 2002 is our start-up year, we have budgeted supplementary tax revenue of \$150,000; however, if building permit values remain the same, we anticipate the 2003 revenue to be approximately \$300,000. If building permit values decline, supplementary tax revenue will be reduced. In order to complete our current workload and introduce supplementary assessment, two additional staff were approved by Council in the 2002 budget.

In conjunction with the Communications Department, a brochure (copy attached) has been developed which explains supplementary assessment and taxation. This brochure will be sent to taxpayers receiving supplementary tax notices, real estate offices, lawyers' offices, and building contractors. It will also be included with building permits issued by the Building Inspections Department to make taxpayers aware of the supplementary tax at the beginning of their building project.

Recommendation

We recommend that Council grant three readings to the attached Supplementary Assessment and Tax Bylaw.



Myron Chilibeck,
City Assessor



Norm Ford,
Tax Collector

MC/ngl

Att.

What is property assessment?

Property assessment is an estimate of the market value of property (land, buildings and other improvements). Market value is the most probable price that a property would sell for on the open market and is not necessarily the actual purchase price.

Assessments for existing and new properties are calculated annually in December for taxation in the following year. Properties where buildings are in the process of being constructed do not get assessed at their full value.

What is supplementary assessment?

Supplementary assessment determines the increase in value of a property where a new home, building or renovations are completed or occupied during the current tax year.

What is supplementary tax?

Supplementary tax is determined by multiplying the supplementary assessment (increase in value) by the tax rate and prorating this amount based on the number of months the building has been completed or occupied for the year.

Why is The City introducing supplementary assessment and tax?

Supplementary assessment and tax provides for equity among property owners. When new homes and buildings are completed or occupied, the owners receive municipal services. Supplementary tax contributes towards the cost of providing these services.

How does supplementary assessment and tax work?

When the increased value of new homes, buildings and major additions has been determined, an additional supplementary assessment and tax notice will be sent for the additional taxes for the year.

When is the supplementary assessment and tax notice sent out?

Annual assessment and tax notices are sent out in May. Supplementary notices will be sent out starting in September. Supplementary taxes are levied only in the year the newly constructed building is completed or occupied. Property owners will be required to pay the supplementary tax in full within 60 days of mailing.

How is supplementary tax calculated?

Example 1

A vacant lot is assessed at \$50,000 as of December 31. In the following year, construction of a home starts in March and is completed and occupied as of June 30. The home is assessed at a total value of \$150,000 which consists of the land assessed at \$50,000 and the building at \$100,000. The annual tax notice – sent in May – is based on the value of the vacant land. The supplementary tax notice sent in September is calculated as follows:

\$ 150,000	Assessed Value (Land & Buildings)
<u>- 50,000</u>	Assessed Value of Land
\$ 100,000	Supplementary Value subject to Taxation

\$ 100,000	Supplementary Assessment
<u>x .010592</u>	Sample Tax Rate
\$ 1,059.20	

\$ 1,059.20 x 6/12 (number of months occupied)

= \$529.60 Supplementary Tax

Example 2

A partially constructed home is assessed at \$100,000 as of December 31. In the following year construction is finished and the home is occupied as of February 28. The home is assessed at a total value of \$150,000. The annual tax notice – sent in May – is based on the partial assessment of \$100,000 (that includes the land and value of the partially constructed home). The supplementary tax notice sent in September is calculated as follows:

\$ 150,000	Assessed Value (Land & Buildings)
<u>- 100,000</u>	Assessed Value of Land & Partial Assessment of Building
\$ 50,000	Supplementary Value subject to Taxation
<u>x .010592</u>	Sample Tax Rate
\$ 529.60	

\$ 529.60 x 10/12 (number of months occupied)

= \$441.33 Supplementary Tax

Comments:

We agree with the recommendations of the Administration.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday March 25, 2002

DATE: March 26, 2002

TO: Myron Chilibeck, City Assessor
Norm Form, Tax Collector

FROM: City Clerk

RE: Supplementary Assessment and Taxation
Bylaw 3294/2002 – Supplementary Assessment Tax Bylaw

Reference Report:

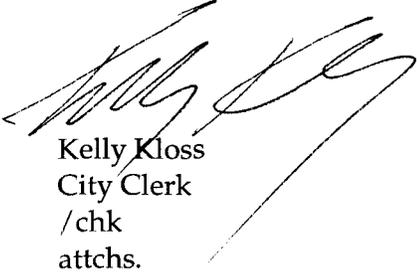
City Assessor and Tax Collector, dated March 12, 2002.

Bylaw Readings:

Bylaw 3294/2002 was given three readings. A copy of the bylaw is attached.

Report Back to Council: No

Comments/Further Action:


Kelly Kloss
City Clerk
/chk
attchs.

c Director of Corporate Services

BYLAW NO. 3294/2002

Being a bylaw to authorize the preparation of supplementary assessments within The City of Red Deer for 2002.

WHEREAS, The City of Red Deer wishes to require the preparation of supplementary assessments for improvements for the purpose of imposing a tax;

AND WHEREAS, the Municipal Government Act provides that this Bylaw must be passed before May 1 of the year that the Bylaw applies;

NOW THEREFORE Council enacts:

- 1 That a supplementary assessment shall be prepared for all improvements in 2002.
- 2 That this Bylaw does not authorize the preparation of supplementary assessments for linear property.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of MARCH A.D. 2002.

READ A SECOND TIME IN OPEN COUNCIL this 25th day of MARCH A.D. 2002.

READ A THIRD TIME IN OPEN COUNCIL this 25th day of MARCH A.D. 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this 25th day of MARCH A.D. 2002.


MAYOR


CITY CLERK



**KLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

DATE: MARCH 12, 2002

TO: KELLY KLOSS, CITY CLERK

FROM: TONY LINDHOUT, PLANNER

**RE: BYLAW AMENDMENT 3217/B-2002
DEER PARK SOUTHEAST (DEVONSHIRE)
NEIGHBOURHOOD AREA STRUCTURE PLAN AMENDMENT**

In accordance with Section 3.1.3.7 of the City's *Planning and Subdivision Guidelines*, all Neighbourhood Area Structure Plan (NASP) amendments must be forwarded to City Council for their consideration of approval.

Background

Stantec Consulting Ltd. on behalf of the developer Melcor Developments Ltd. has requested a minor amendment to the existing Deer Park Devonshire NASP. Proposed changes to the existing Area Structure Plan are illustrated on the attached sketches and are summarised as follows:

- Conversion of two small public utility lots (PUL) to a public lane within a proposed R1 Residential block, and within the same block,
- deletion of a portion of lane – convert to residential use.

The end result is an adjustment to the orientation of the lane in this proposed future single family R1 Residential area which is still undeveloped. No other changes are proposed to the remainder of the existing Devonshire NASP.

This proposed Devonshire NASP amendment has been processed in accordance with the City's *Planning and Subdivision Guidelines*. NASP's, when approved by City Council, form the basis for future zoning, subdivision and development decisions for the area. The proposed plan amendments are supported by all referral agencies/City Departments and fully conform to the following applicable City statutory and/or other planning documents:

- Municipal Development Plan
- Intermunicipal Development Plan
- Community Services Master Plan
- East Hill Major Area Structure Plan

Neighbourhood Public Meeting

Pursuant to Section 3.1.3.5 of the City's *Planning and Subdivision Guidelines*, no neighbourhood public meeting was required due to the minor nature of the proposed amendments and the insignificant impact on any adjoining lands. The proposed lane and PUL adjustments are self-contained within a single residential block that is still vacant and undeveloped. The surrounding lands are also undeveloped.

City Clerk
Bylaw Amendment 3217/B-2002
Deer Park Devonshire Neighbourhood Area Structure Plan
Page 2

Planning Analysis

The proposed NASP amendment is considered inconsequential and has no adverse impact on this site or any of the surrounding lands. From a planning and land use perspective, the proposed amendments are an improvement to the subdivision design and traffic flow of the area as a lane cross connection with a collector roadway has been eliminated.

The City's Municipal Planning Commission, after reviewing the proposed amendments at their March 11, 2002 meeting, supported the NASP revisions and has recommended Council approval of the amendments.

Recommendation

That City Council proceed with first reading of Bylaw 3217/B-2002, being the Bylaw to adopt the amended Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan.

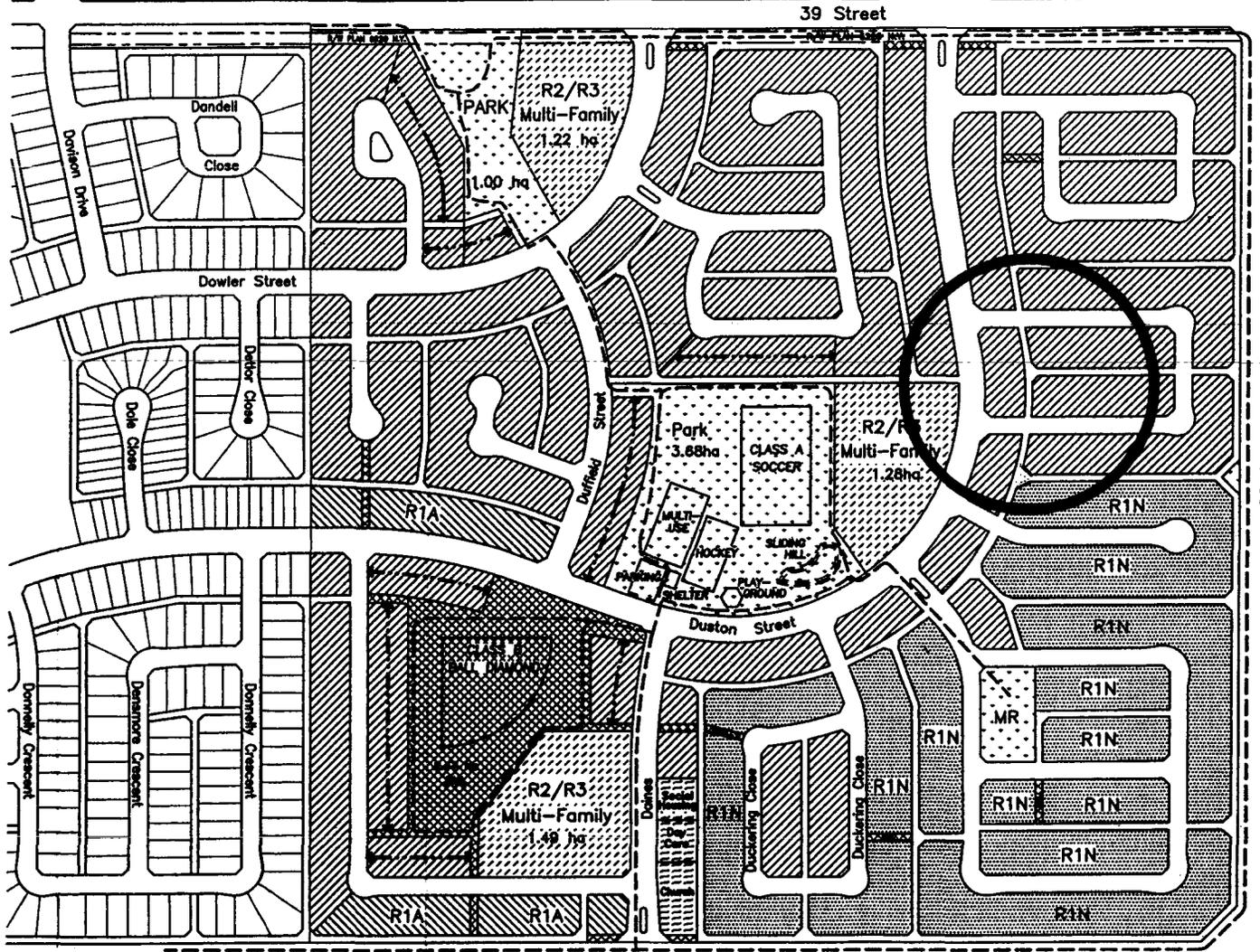


Tony Lindhout, ACP, MCIP
PLANNER

Attachments

PROPOSED DEER PARK DEVONSHIRE NEIGHBOURHOOD AREA STRUCTURE PLAN

S.E. 1/4 SEC. 14-38-27-W4



32 Street

S.E. 1/4 SEC. 11-38-27-W4

LEGEND

- R1 - Residential (Low Density)
- R1N - Residential (Narrow)
- R1A - Residential (Semi-Detached)
- R2/R3 - Residential (Multi Family)
- R1 - Social Care/Day Care/Church
- MR - Municipal Reserve
- PUL - Public Utility Lot

- Two Storey Walkouts
- Pedestrian linkages

STATISTICS

	HECTARES	PERCENT
Total Gross Area	64.3	
32 Street Dedication	2.22	
20 Avenue Widening	1.70	
R/W Plan 6220 N.Y.	0.82	
	4.74	
Total Developable Area	59.56	100.00
R1 - Residential	22.40	37.81
R1N - Residential	8.95	15.03
R1A - Residential	1.31	2.20
R2/R3 - (Multi Family)	4.62	7.75
R1 - Social	0.44	0.74
MR - Municipal Reserve	6.05	10.16
PUL - Public Utility Lot	1.72	2.82
Roads/Lanes	14.07	23.6%



Stantec

Stantec Consulting Ltd.
400 - 4808 Ross Street
Red Deer Alberta
T4N 1S3
Tel. 403.342.3320
Fax. 403.341.0989
www.stantec.com

CLIENT

MELCOR DEVELOPMENTS LTD.

PROJECT **DEER PARK DEVONSHIRE
(MADGE) QUARTER SECTION
N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT **DEVELOPMENT CONCEPT
LAND USE**

SCALE 1:4000	DESIGNED BY	R.W.
	DRAWN BY	F.Z.
CADD FILE NAME 12870552\FMS3.DWG	CHECKED BY	
	APPROVED BY	
JOB No. 128-70552	SHEET No.	OF
DATE DRAWN FEBRUARY, 2002	REVISION 3	FIGURE 3.0
	STATUS	

DATE: March 12, 2002
TO: City Council
FROM: Municipal Planning Commission
RE: Deer Park Devonshire Neighbourhood Area Structure Plan

At the Municipal Planning Commission meeting of March 11, 2002 the Commission considered the request of Stantec Consulting on behalf of Melcor Developments for minor amendments to the Deer Park Devonshire NASP. Following discussion the motion as set out hereunder was introduced and passed.

“RESOLVED that the Municipal Planning Commission supports the recommendation of the Parkland Community Planning Services relative to the Deer Park Devonshire Neighbourhood Area Structure Plan amendment and recommends that Council consider approval of the necessary bylaw amendment.”

This is provided for Council's information.



Gail Surkan, Chair
Municipal Planning Commission

Comments:

We agree that Council proceed with First Reading of the Neighbourhood Area Structure Plan Amendment. A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday March 25, 2002

DATE: March 26, 2002
TO: Tony Lindhout, Parkland Community Planning Services
FROM: City Clerk
RE: Bylaw Amendment 3217/B-2002
Deer Park Southeast (Devonshire)
Neighbourhood Area Structure Plan Amendment

Reference Report:

Parkland Community Planning Services, dated March 12, 2002.

Bylaw Readings:

Bylaw 3217/B-2002 was given first reading. A copy of the bylaw is attached.

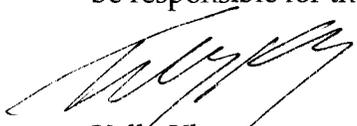
Report Back to Council: Yes

A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Neighbourhood Area Structure Plan Amendment 3217/B-2002 provides for the conversion of two small public utility lots (PUL) to a public lane within a proposed R1 Residential block, and within the same block, deletion of a portion of lane – conversion to residential use in the Deer Park Southeast (Devonshire) neighbourhood. The proposed amendments are an improvement to the subdivision design and traffic flow of the area.

This office will now proceed with the advertising for a Public Hearing. Melcor Developments Ltd. will be responsible for the advertising costs in this instance.


Kelly Kloss
City Clerk
/chk
attchs.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant
S. Eklund, Clerk Steno

BYLAW NO. 3217/B-2002

Being a Bylaw to amend Bylaw No. 3217/98, the Bylaw adopting The City of Red Deer Neighbourhood Area Structure Plans, as described herein.

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

- 1 Bylaw 3217/98 with regard to the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan is amended by deleting therefrom Figures 3 to 7 and substituting therefore the attached amended Figures 3 to 7 which forms part of this Bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of March 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

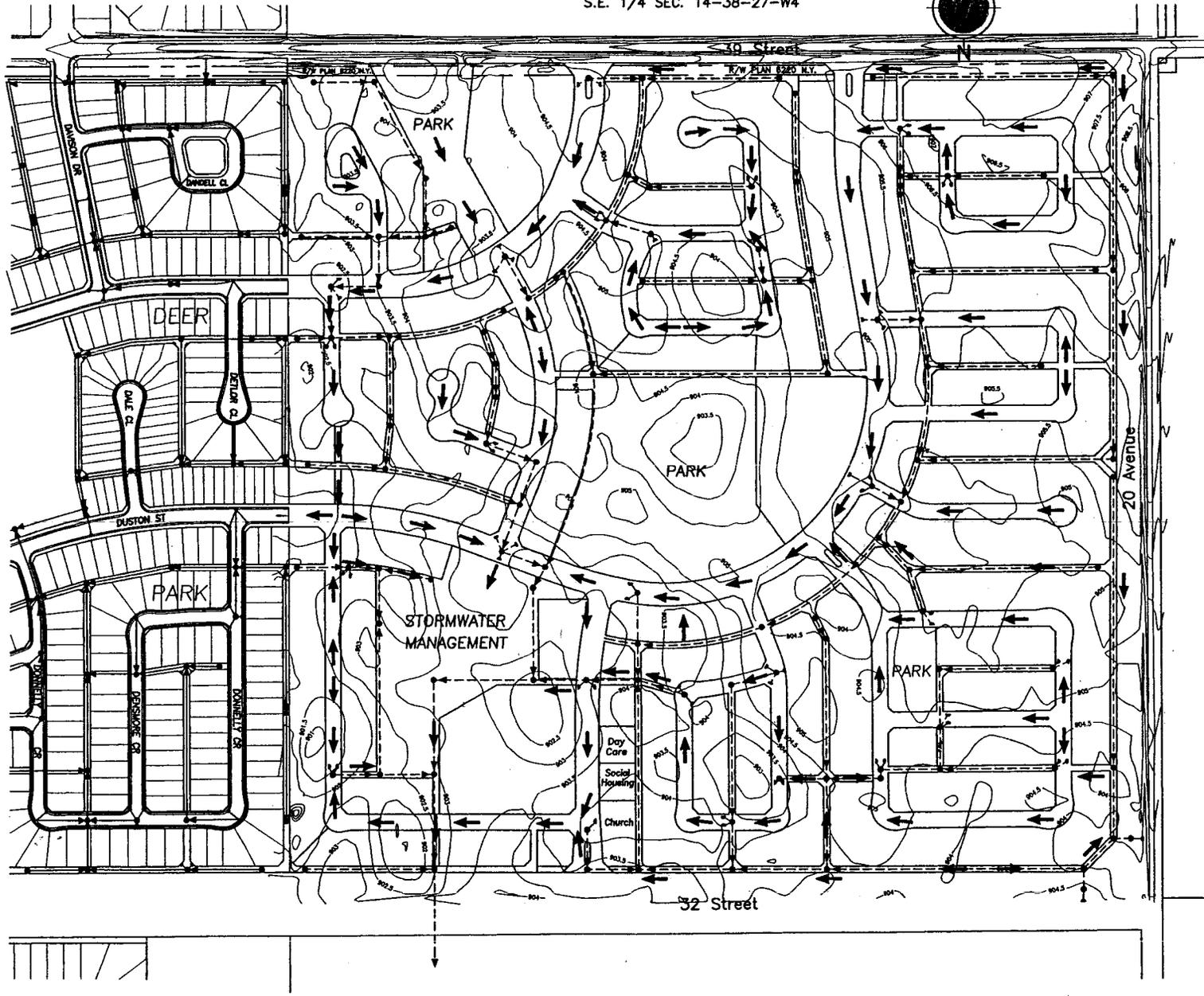
READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

S.E. 1/4 SEC. 14-38-27-W4



LEGEND

- EXISTING GROUND CONTOUR
- PROPOSED STORM SEWER MAIN
- MANHOLE
- CATCHBASIN & LEAD
- DIRECTION OF MAJOR OVERLAND FLOW

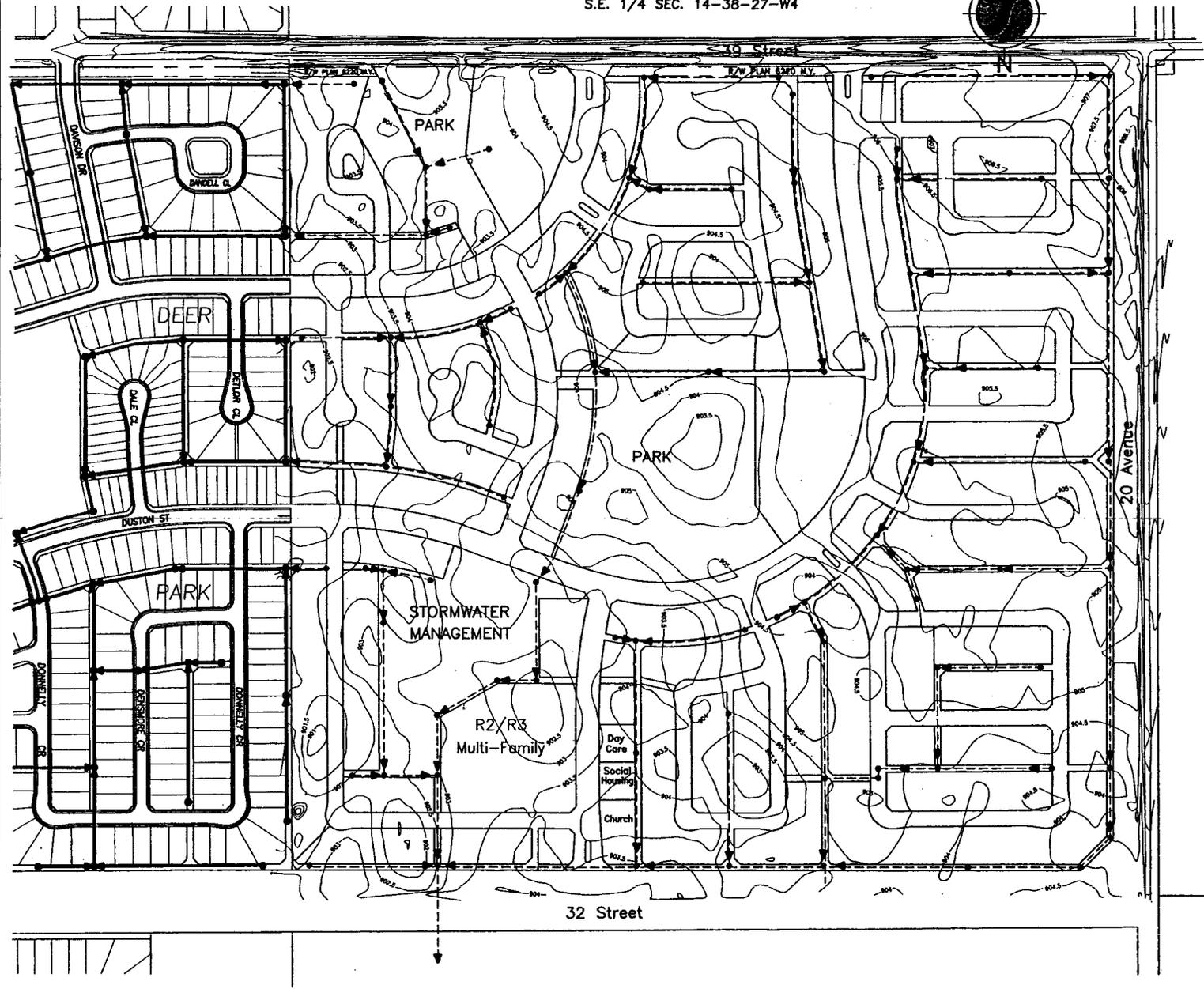


Stantec Consulting Ltd.
 400 - 4808 Ross Street
 Red Deer Alberta
 T4N 1X5
 Tel. 403.342.3320
 Fax. 403.341.0969
 www.stantec.com

Stantec

CLIENT		
MELCOR DEVELOPMENTS LTD.		
PROJECT		
DEER PARK DEVONSHIRE (MADGE) QUARTER SECTION N.E. 1/4 SEC. 11-38-27-W4		
SUBJECT		
SITE SERVICING STORM SEWER		
SCALE	DESIGNED BY	R.W.
1:4000	DRAWN BY	F.C.
	CHECKED BY	
	APPROVED BY	
CADD FILE NAME	SHEET No. OF	
12870552\FIG5.DWG		
JOB No.	REVISION	FIGURE
128-70552	3	4.0
DATE DRAWN	STATUS	
FEBRUARY, 2002		

S.E. 1/4 SEC. 14-38-27-W4



LEGEND

- EXISTING GROUND CONTOUR
- - - PROPOSED STORM SEWER MAIN
- MANHOLE



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MELCOR DEVELOPMENTS LTD.

PROJECT

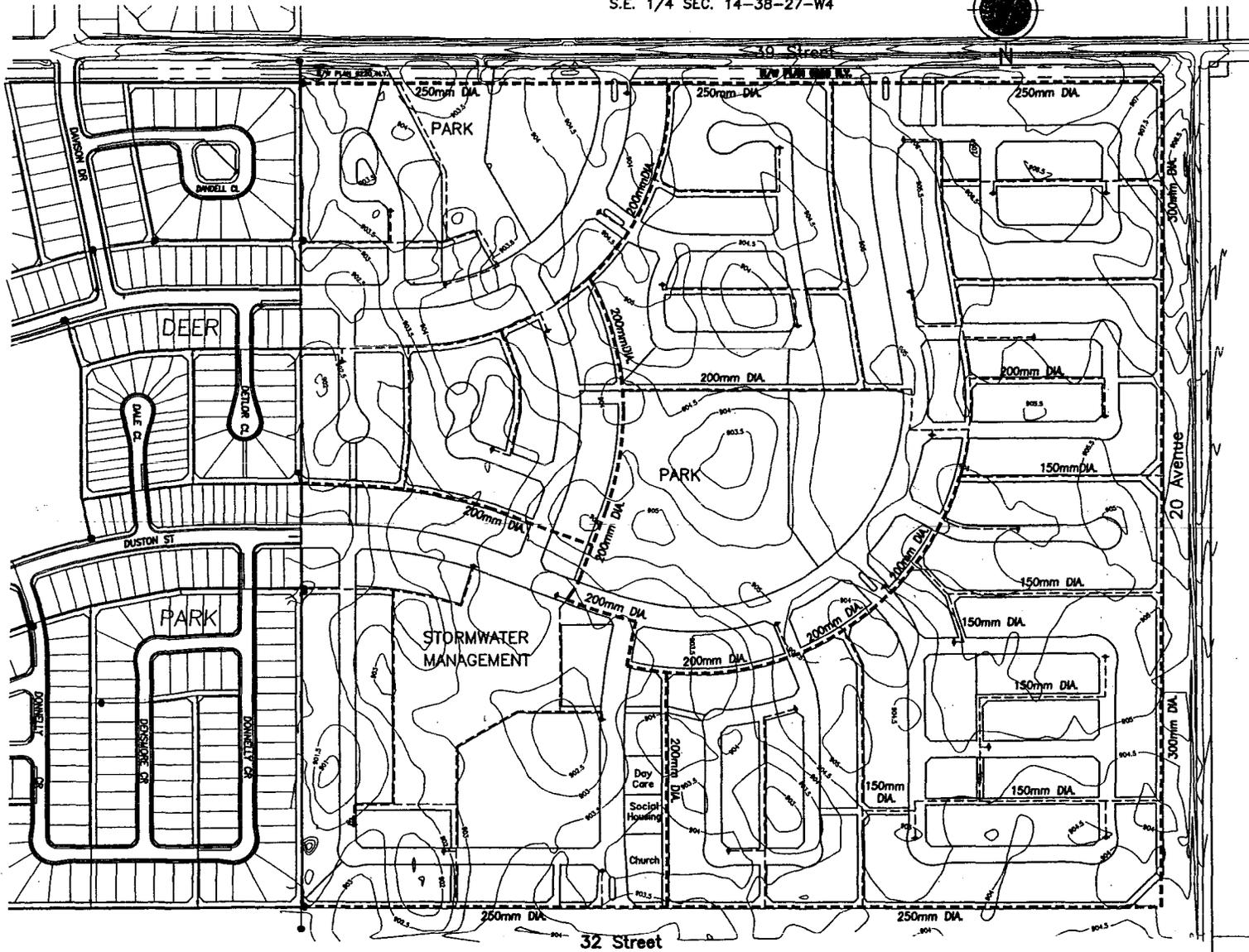
**DEER PARK DEVONSHIRE
 (MADGE) QUARTER SECTION
 N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT

**SITE SERVICING
 SANITARY SEWER**

SCALE	1:4000	DESIGNED BY	R.W.
		DRAWN BY	F.C.
CADD FILE NAME	12870120\FIG8.DWG	CHECKED BY	
		APPROVED BY	
JOB No.	128-70552	SHEET No.	OF
DATE DRAWN	FEBRUARY, 2002	REVISION	FIGURE
		3	5.0
		STATUS	

S.E. 1/4 SEC. 14-38-27-W4

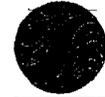


LEGEND

- EXISTING GROUND CONTOURS
- - - PROPOSED WATERMAIN 150mm DIAMETER
- - - - PROPOSED WATERMAIN LARGER DIAMETER
- - - - PROPOSED FIRE HYDRANT & LEAD

NOTE:

ALL PROPOSED WATERMANS 150mm DIA. UNLESS NOTED OTHERWISE.



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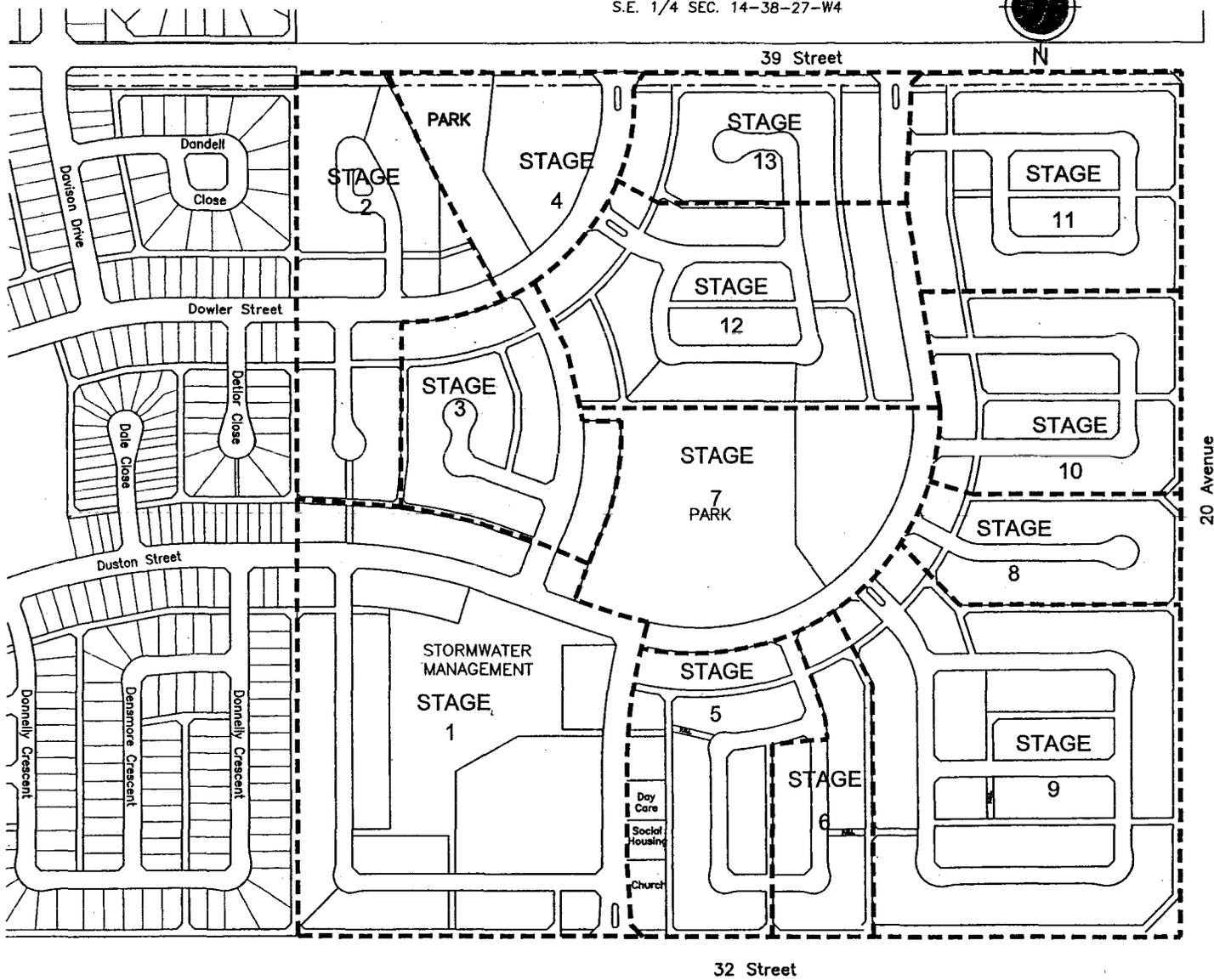
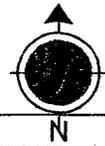
CLIENT
MELCOR DEVELOPMENTS LTD.

PROJECT
DEER PARK DEVONSHIRE (MADGE) QUARTER SECTION N.E. 1/4 SEC. 11-38-27-W4

SUBJECT
SITE SERVICING WATER

SCALE 1:4000	DESIGNED BY	R.W.
	DRAWN BY	F.C.
CADD FILE NAME 12870552\F167.DWG	CHECKED BY	
	APPROVED BY	
JOB No. 128-70552	REVISION 3	FIGURE 6.0
DATE DRAWN FEBRUARY, 2002	STATUS	

S.E. 1/4 SEC. 14-38-27-W4



S.E. 1/4 SEC. 11-38-27-W4

LEGEND

----- Staging Boundaries



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CLIENT

MELCOR DEVELOPMENTS LTD.

PROJECT

DEER PARK DEVONSHIRE
(MADGE) QUARTER SECTION
N.E. 1/4 SEC. 11-38-27-W4

SUBJECT

DEVELOPMENT STAGING

SCALE

1:4000

DESIGNED BY	R.W.
DRAWN BY	F.C.
CHECKED BY	
APPROVED BY	

CADD FILE NAME

12870552\FIG8.DWG

SHEET No. of

JOB No.

128-70552

REVISION 3

FIGURE 7.0

DATE DRAWN

FEBRUARY, 2002

STATUS

DATE: March 26, 2002
TO: City Council
FROM: City Clerk
RE: Bylaw Amendment 3217/B-2002
Deer Park Southeast (Devonshire)
Neighbourhood Area Structure Plan Amendment

FILE

History

At the Monday, March 25, 2002 meeting of Council, Neighbourhood Area Structure Plan Amendment 3217/B-2002 was given first reading.

Neighbourhood Area Structure Plan Amendment 3217/B-2002 provides for the conversion of two small public utility lots (PUL) to a public lane within a proposed R1 Residential block, and within the same block, deletion of a portion of lane – conversion to residential use in the Deer Park Southeast (Devonshire) neighbourhood. The proposed amendments are an improvement to the subdivision design and traffic flow of the area.

Public Consultation Process

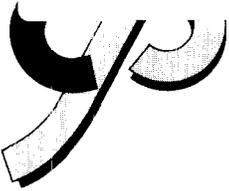
A Public Hearing has been advertised for the above noted bylaw to be held on Monday, April 22, 2002 at 7:00 p.m. in the Council Chambers, during Council's regular meeting. The owners of the properties and those bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.

Kelly Kloss
City Clerk

/chk



**KLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Date: March 15, 2002

To: Kelly Kloss, City Clerk

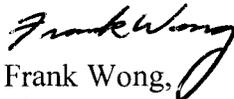
Re: Land Use Bylaw Amendment 3156/K-2002
NE ¼ Sec. 11-38-27-4
Deer Park Southeast (Devonshire) Subdivision – Phase 10
Melcor Developments Ltd.

Melcor Developments Ltd. is proposing to develop Phase 10 of the Deer Park Southeast (Devonshire). Phase 10 consists of 59 single-family lots, 1 municipal reserve lot and a portion of Road for the widening of 20 Avenue. The proposal rezones approximately 4.27ha (10.55ac) of land from A1 Future Urban Development to R1 Residential Low Density District, P1 Parks and Recreation District, and ROAD. The land uses complies with the proposed amendment of the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan (the proposed amendment of the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan appears elsewhere on this Council agenda).

Recommendation

The proposed subdivision complies with the proposed revisions to the Neighbourhood Area Structure Plan; therefore Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/K-2002.

Sincerely,


Frank Wong,
Planning Assistant

Attachment

The City of Red Deer

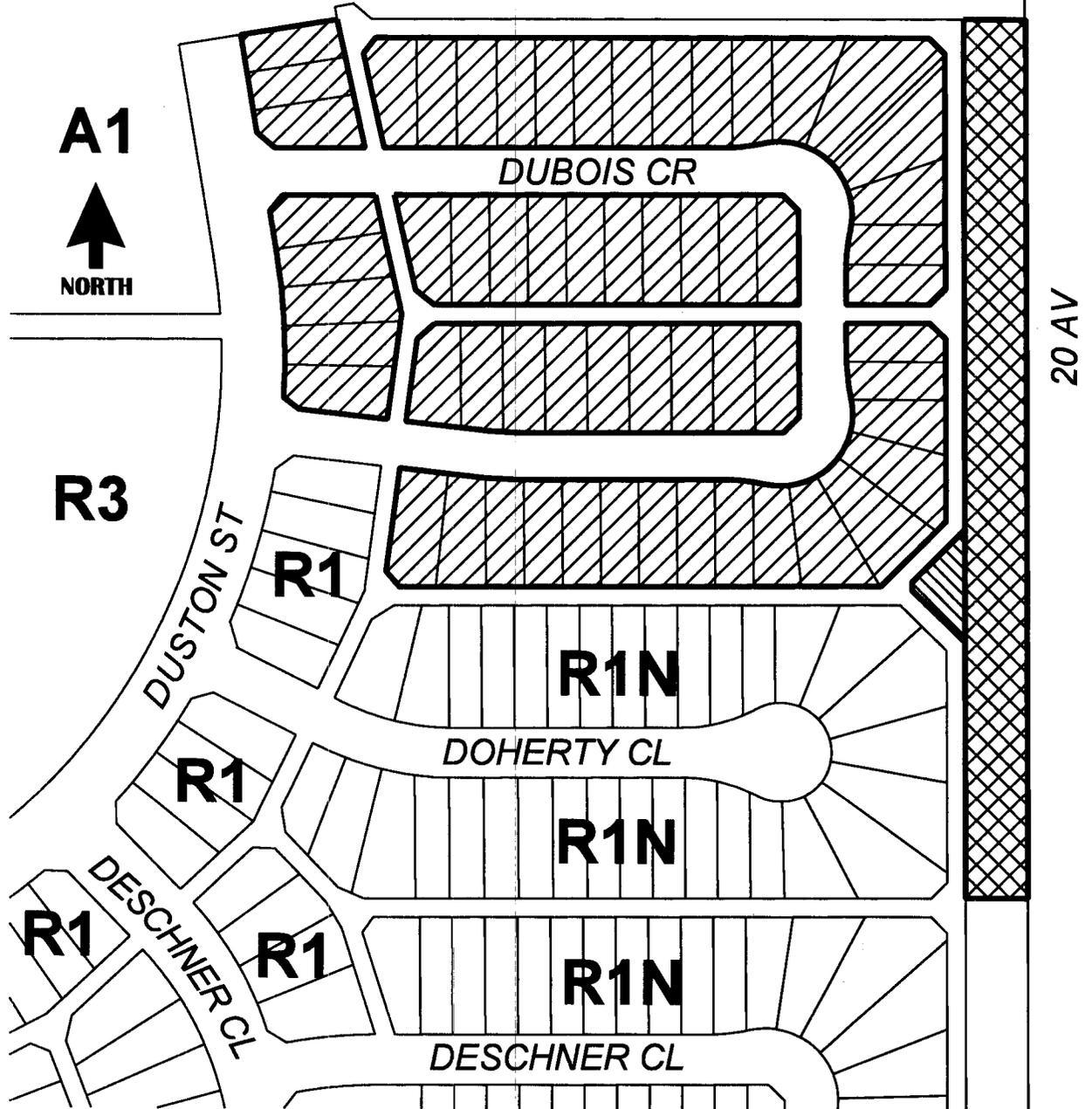
PROPOSED LAND USE BYLAW AMENDMENT

A1

A1



R3



20 AV

Change from :

A1 to R1 

A1 to P1 

A1 to Road 

AFFECTED DISTRICTS:

A1 - Future Urban Development

R1 - Residential (Low Density)

P1 - Parks and Recreation

MAP No. 17 / 2002

BYLAW No. 3156 / K - 2002

Comments:

We agree that Council proceed with First Reading of the Land Use Bylaw Amendment. A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday March 25, 2002

DATE: March 26, 2002
TO: Frank Wong, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/K-2002
NE ¼ Sec. 11-38-27-4
Deer Park Southeast (Devonshire) Subdivision – Phase 10
Melcor Developments Ltd.

Reference Report:

Parkland Community Planning Services, dated March 15, 2002.

Bylaw Readings:

Land Use Bylaw Amendment 3156/K-2002 was given first reading. A copy of the bylaw is attached.

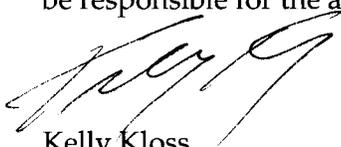
Report Back to Council: Yes

A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/K-2002 provides for the rezoning of approximately 4.27ha (10.55ac) of land from A1 Future Urban Development to R1 Residential Low Density District, P1 Parks and Recreation District, and Road to develop Phase 10 of the Deer Park Southeast (Devonshire) Neighbourhood. The land uses complies with the proposed amendment of the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan.

This office will now proceed with the advertising for a Public Hearing. Melcor Developments Ltd. will be responsible for the advertising costs in this instance.


Kelly Kloss
City Clerk
/chk
attchs.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant
S. Eklund, Clerk Steno

BYLAW NO. 3156/K-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map L7" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 17/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of March 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

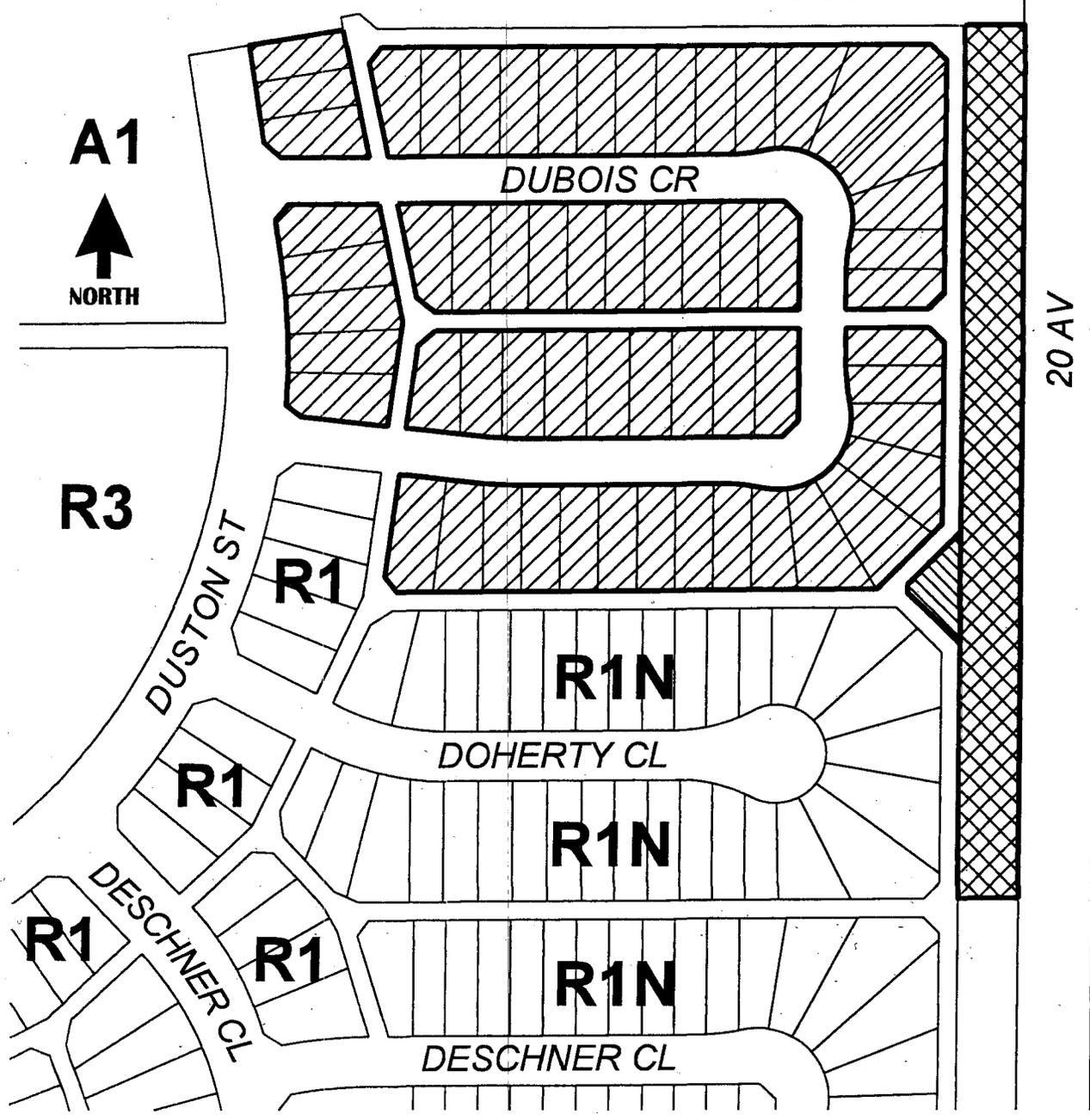
PROPOSED LAND USE BYLAW AMENDMENT

A1

A1



NORTH



R3

R1

R1N

R1

R1N

R1

R1

R1N

Change from :

A1 to R1 

A1 to P1 

A1 to Road 

AFFECTED DISTRICTS:

A1 - Future Urban Development

R1 - Residential (Low Density)

P1 - Parks and Recreation

MAP No. 17 / 2002

BYLAW No. 3156 / K - 2002

DATE: March 26, 2002
TO: City Council
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/K-2002
NE ¼ Sec. 11-38-27-4
Deer Park Southeast (Devonshire) Subdivision – Phase 10
Melcor Developments Ltd.

FILE

History

At the Monday, March 25, 2002 meeting of Council, Land Use Bylaw Amendment 3156/K-2002 was given first reading.

Land Use Bylaw Amendment 3156/K-2002 provides for the rezoning of approximately 4.27ha (10.55ac) of land from A1 Future Urban Development to R1 Residential Low Density District, P1 Parks and Recreation District, and Road to develop Phase 10 of the Deer Park Southeast (Devonshire) Neighbourhood. The land uses complies with the proposed amendment of the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, April 22, 2002 at 7:00 p.m. in the Council Chambers, during Council's regular meeting. The owners of the properties and those bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.

Kelly Kloss
City Clerk

/chk



Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

Office of the City Clerk

FILE

March 26, 2002

Fax: 343-7510

Melcor Developments Ltd.
502, 4901 - 48 Street
Red Deer, AB T4N 6M4

Dear Sirs:

- Re: (a) Neighbourhood Area Structure Plan Amendment 3217/B-2002
Deer Park Southeast (Devonshire) / Melcor Developments Ltd.**
- (b) Land Use Bylaw Amendment 3156/K-2002
Deer Park Southeast (Devonshire) Subdivision - Phase 10
Melcor Developments Ltd.**

At the City of Red Deer's Council meeting held Monday, March 25, 2002, first reading was given to Neighbourhood Area Structure Plan Amendment 3217/B-2002 and Land Use Bylaw Amendment 3156/K-2002. Copies of the bylaws are attached.

Neighbourhood Area Structure Plan Amendment 3217/B-2002 provides for the conversion of two small public utility lots (PUL) to a public lane within a proposed R1 Residential block, and within the same block, deletion of a portion of lane - conversion to residential use in the Deer Park Southeast (Devonshire) neighbourhood. The proposed amendments are an improvement to the subdivision design and traffic flow of the area.

Land Use Bylaw Amendment 3156/K-2002 provides for the rezoning of approximately 4.27ha (10.55ac) of land from A1 Future Urban Development to R1 Residential Low Density District, P1 Parks and Recreation District, and Road to develop Phase 10 of the Deer Park Southeast (Devonshire) Neighbourhood. The land uses complies with the proposed amendment of the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, April 22, 2002 at 7:00 p.m. in the Council Chambers of City Hall during Council's regular meeting.

...2/

Melcor Developments Ltd.

March 26, 2002

Page 2

In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance is \$400. We require the deposit by no later than 10:00 a.m., Wednesday, April 3, 2002, in order to proceed with the advertising. Once the actual cost of advertising is known, you will either be invoiced for or refunded the difference.

If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,



Kelly Kloss
City Clerk

KK/chk

/attach.

c Parkland Community Planning Services
C. Adams, Administrative Assistant

BYLAW NO. 3217/B-2002

Being a Bylaw to amend Bylaw No. 3217/98, the Bylaw adopting The City of Red Deer Neighbourhood Area Structure Plans, as described herein.

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

- 1 Bylaw 3217/98 with regard to the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan is amended by deleting therefrom Figures 3 to 7 and substituting therefore the attached amended Figures 3 to 7 which forms part of this Bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of March 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

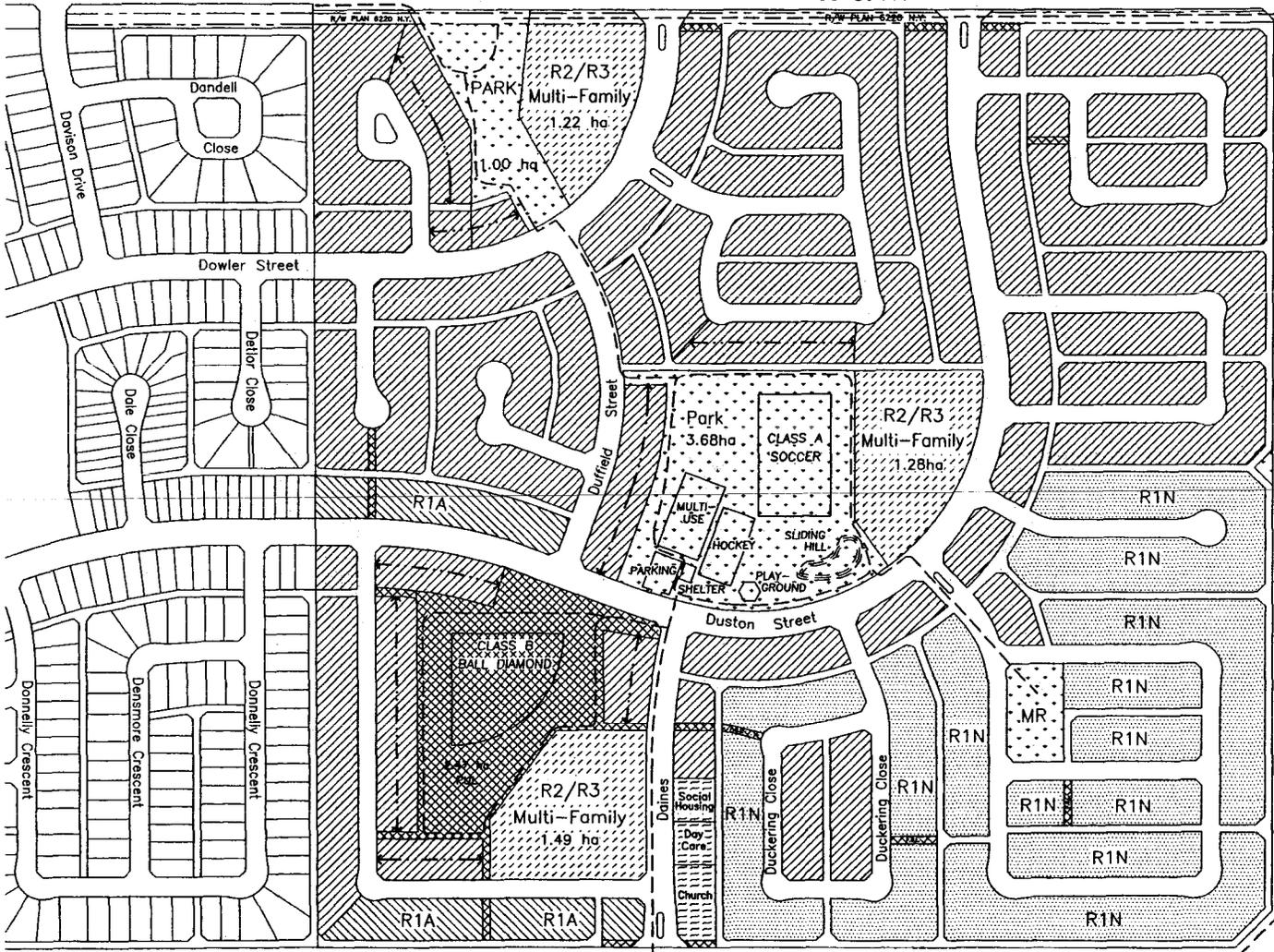
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

S.E. 1/4 SEC. 14-38-27-W4

39 Street



32 Street

S.E. 1/4 SEC. 11-38-27-W4

LEGEND

- R1 - Residential (Low Density)
- R1N - Residential (Narrow)
- R1A - Residential (Semi-Detached)
- R2/R3 - Residential (Multi Family)
- R1 - Social Care/Day Care/Church
- MR - Municipal Reserve
- PUL - Public Utility Lot

- Two Storey Walkouts
- Pedestrian linkages

STATISTICS

	HECTARES	PERCENT
Total Gross Area	64.3	
32 Street Dedication	2.22	
20 Avenue Widening	1.70	
R/W Plan 6220 N.Y.	0.82	
	4.74	
Total Developable Area	59.56	100.00
R1 - Residential	22.42	37.64
R1N - Residential	8.95	15.03
R1A - Residential	1.31	2.20
R2/R3 - (Multi Family)	4.62	7.75
R1 - Social	0.44	0.74
MR - Municipal Reserve	6.05	10.16
PUL - Public Utility Lot	1.68	2.82
Roads/Lanes	14.09	23.66



20 Avenue



Stantec

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www.stantec.com

CLIENT

MELCOR DEVELOPMENTS LTD.

PROJECT

**DEER PARK DEVONSHIRE
(MADGE) QUARTER SECTION
N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT

**DEVELOPMENT CONCEPT
LAND USE**

SCALE

1:4000

CADD FILE NAME

12870552\FIG3.DWG

JOB No.

128-70552

DATE DRAWN

FEBRUARY, 2002

DESIGNED BY

DRAWN BY

CHECKED BY

APPROVED BY

SHEET No.

OF

REVISION

FIGURE

3

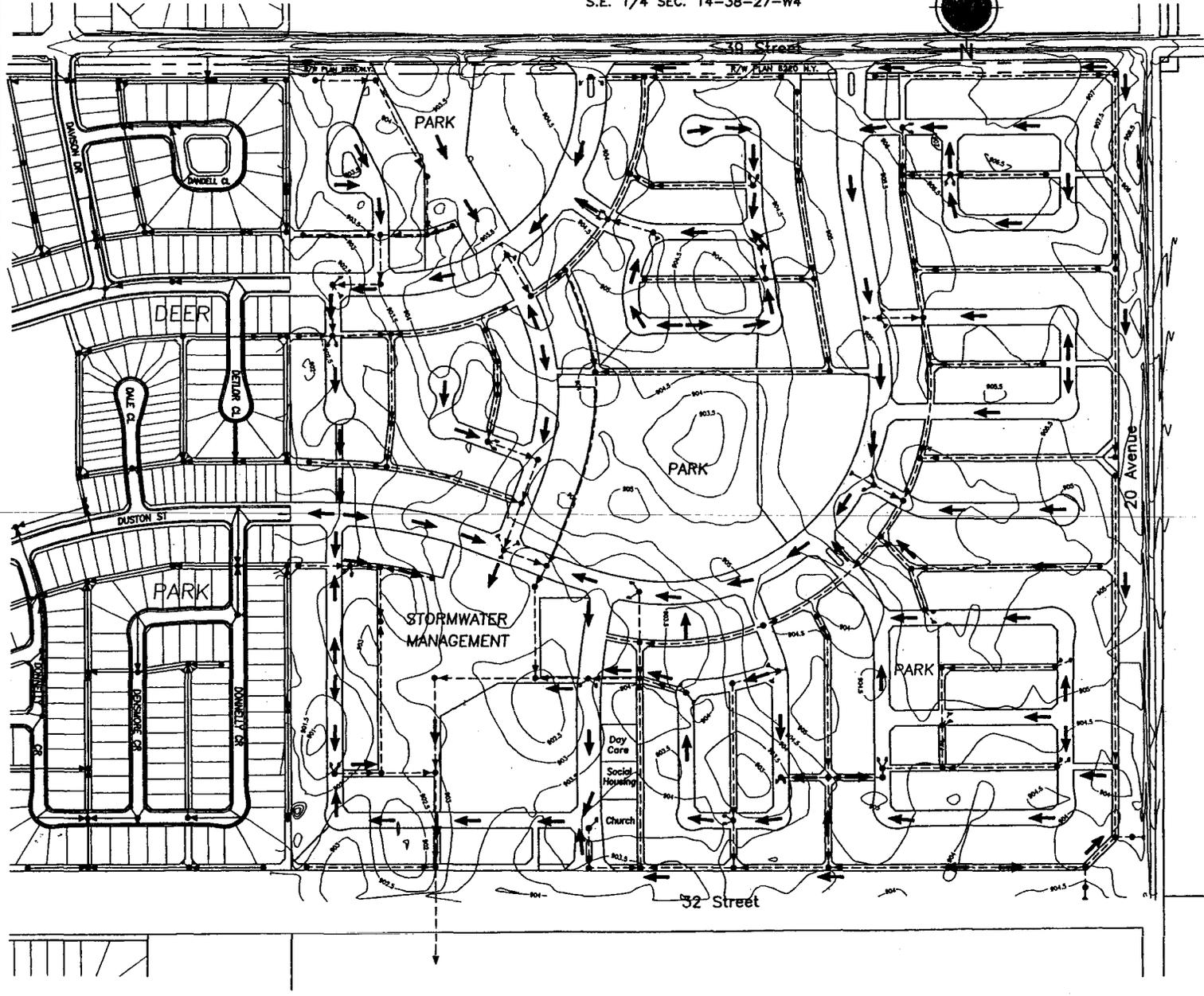
3.0

STATUS

R.W.

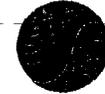
F.C.

S.E. 1/4 SEC. 14-38-27-W4



LEGEND

- EXISTING GROUND CONTOUR
- - - PROPOSED STORM SEWER MAIN
- MANHOLE
- - - CATCHBASIN & LEAD
- ← DIRECTION OF MAJOR OVERLAND FLOW



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CLIENT

MELCOR DEVELOPMENTS LTD.

PROJECT

**DEER PARK DEVONSHIRE
 (MADGE) QUARTER SECTION
 N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT

**SITE SERVICING
 STORM SEWER**

SCALE

1:4000

DESIGNED BY

R.W.

DRAWN BY

F.C.

CHECKED BY

APPROVED BY

SHEET No.

OF

CADD FILE NAME

12870552\FIG5.DWG

JOB No.

128-70552

REVISION

3

FIGURE

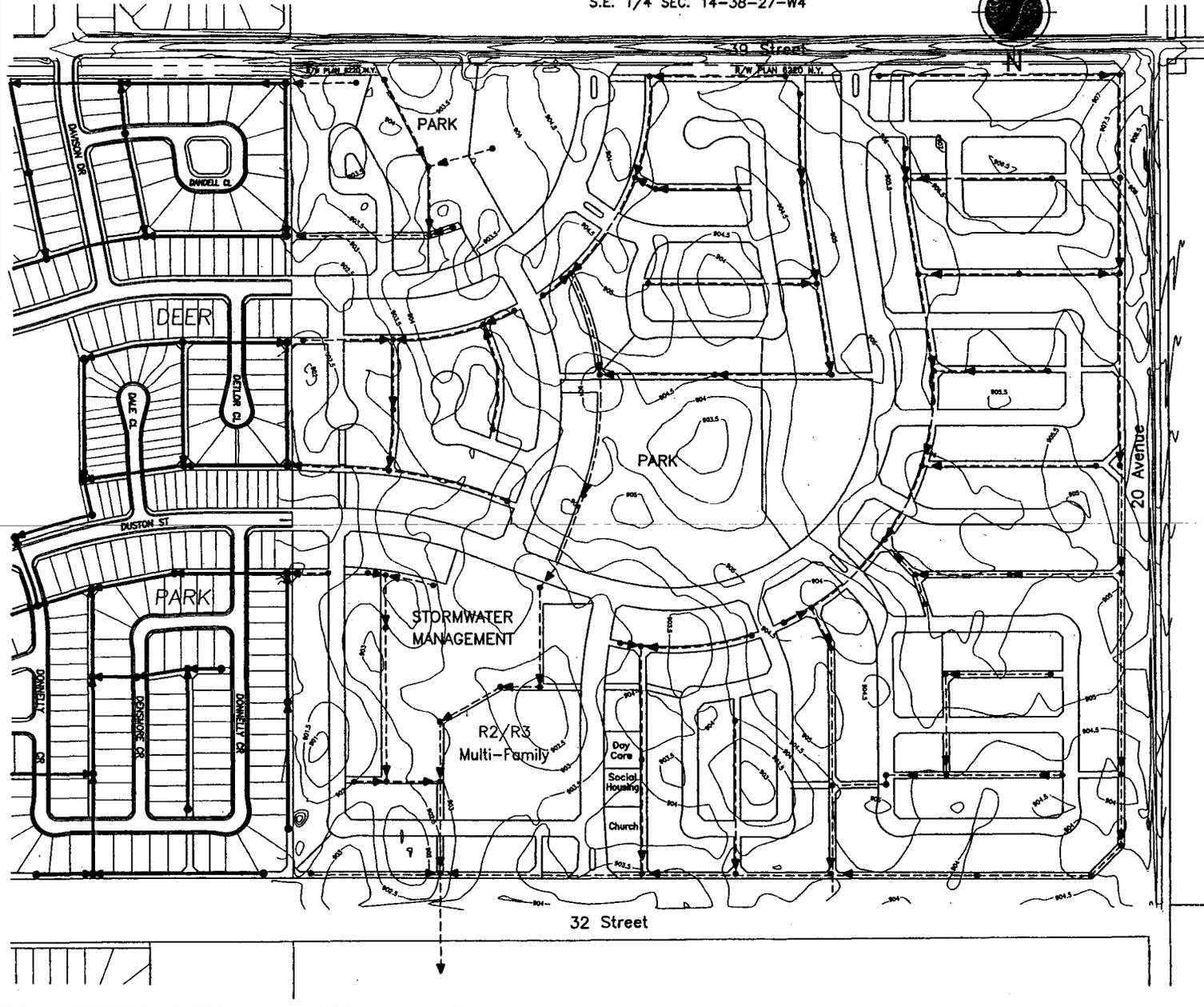
4.0

DATE DRAWN

FEBRUARY, 2002

STATUS

S.E. 1/4 SEC. 14-38-27-W4



LEGEND

- EXISTING GROUND CONTOUR
- - - PROPOSED STORM SEWER MAIN
- MANHOLE



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CLIENT

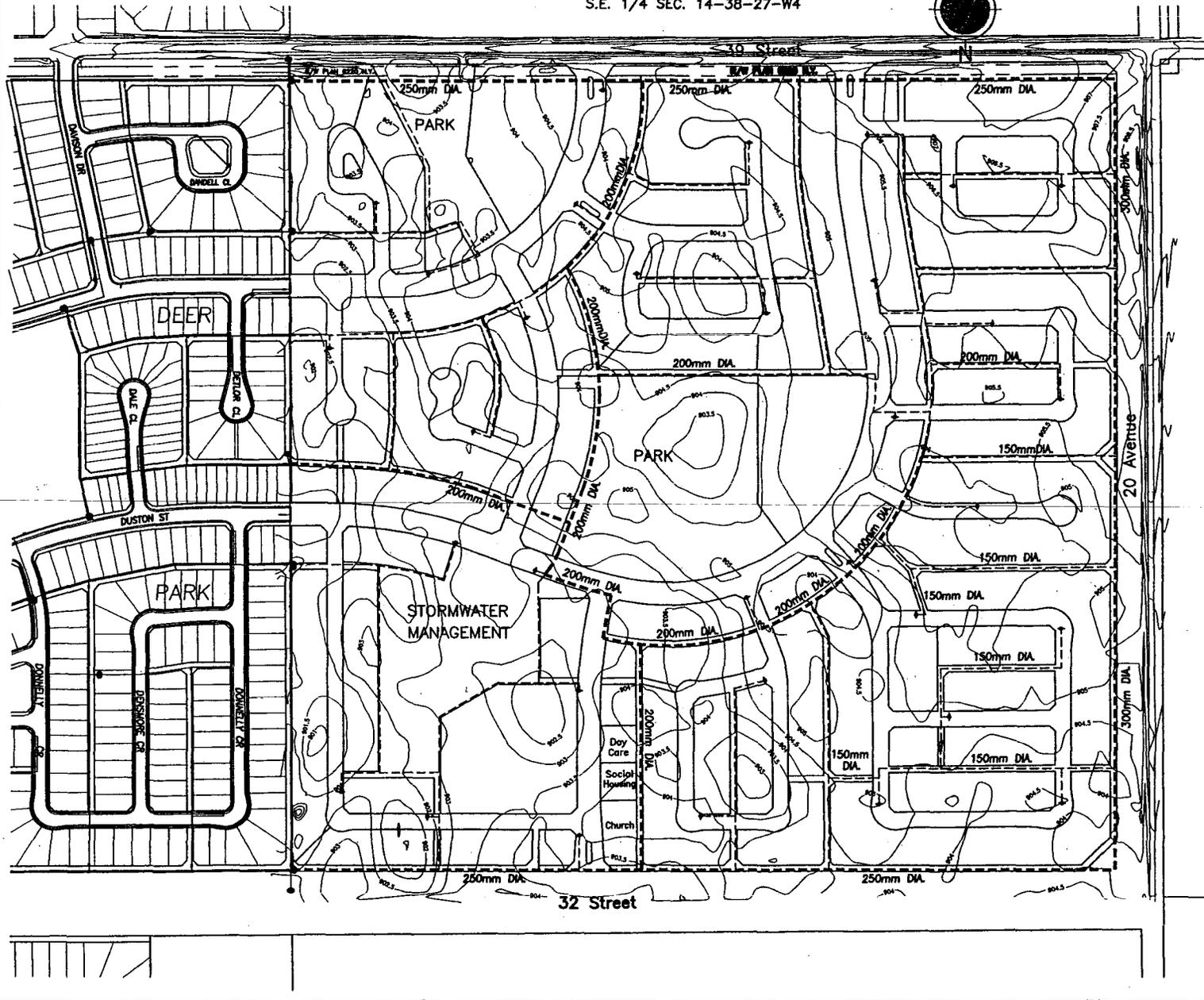
MELCOR DEVELOPMENTS LTD.

PROJECT **DEER PARK DEVONSHIRE
 (MADGE) QUARTER SECTION
 N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT **SITE SERVICING
 SANITARY SEWER**

SCALE 1:4000	DESIGNED BY	R.W.
	DRAWN BY	F.C.
CADD FILE NAME 12870120\FIG6.DWG	CHECKED BY	
	APPROVED BY	
JOB No. 128-70552	REVISION 3	OF 5.0
DATE DRAWN FEBRUARY, 2002	STATUS	

S.E. 1/4 SEC. 14-38-27-W4

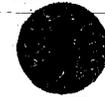


LEGEND

- EXISTING GROUND CONTOURS
- - - PROPOSED WATERMAIN 150mm DIAMETER
- - - PROPOSED WATERMAIN LARGER DIAMETER
- - - + PROPOSED FIRE HYDRANT & LEAD

NOTE:

ALL PROPOSED WATERMANS 150mm DIA. UNLESS NOTED OTHERWISE.



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MELCOR DEVELOPMENTS LTD.

PROJECT

DEER PARK DEVONSHIRE
(MADGE) QUARTER SECTION
N.E. 1/4 SEC. 11-38-27-W4

SUBJECT

SITE SERVICING
WATER

SCALE

1:4000

DESIGNED BY

DRAWN BY

CHECKED BY

APPROVED BY

CADD FILE NAME

12870552\FIG7.DWG

SHEET No.

OF

JOB No.

128-70552

REVISION

3

FIGURE

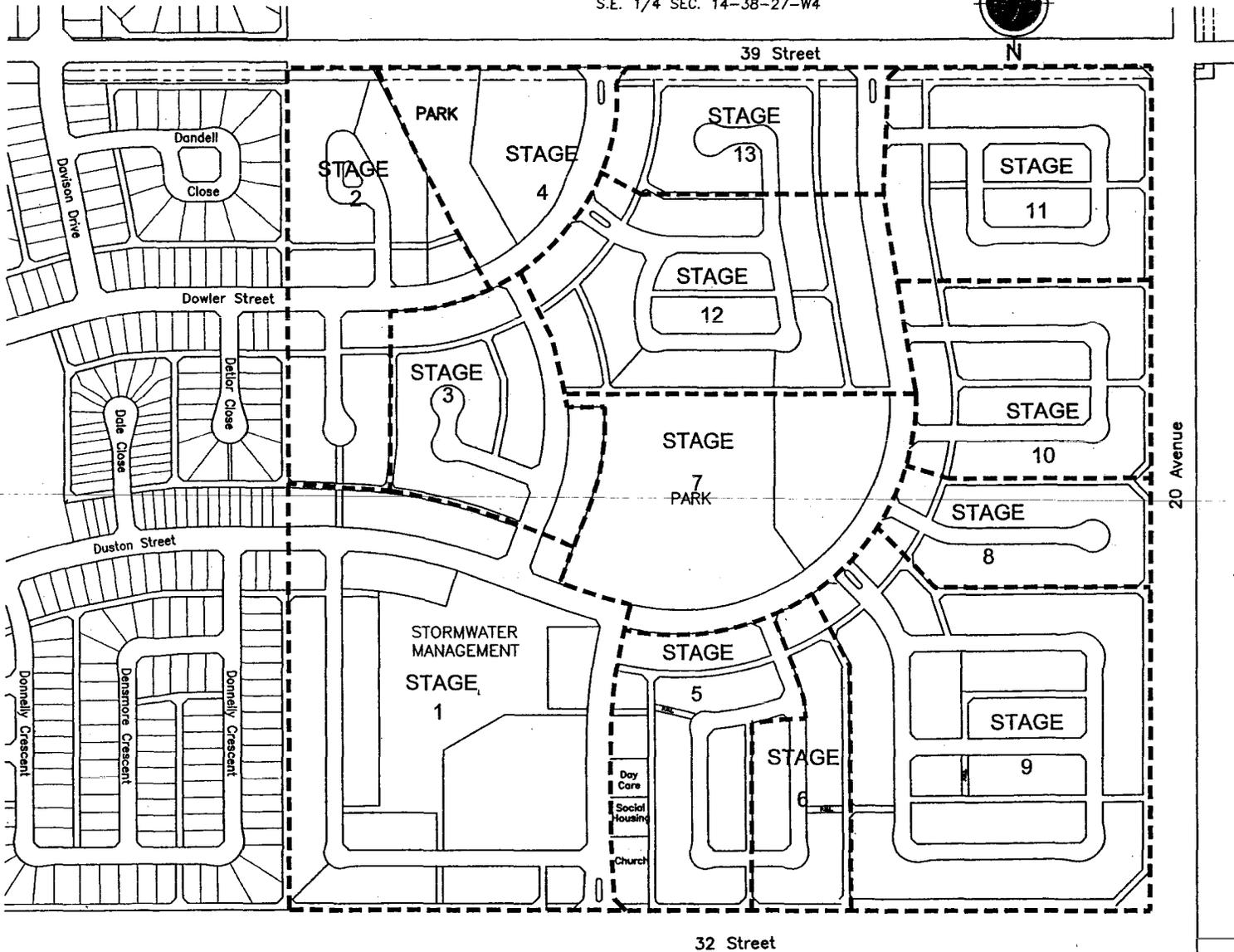
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DATE DRAWN

FEBRUARY, 2002

STATUS

S.E. 1/4 SEC. 14-38-27-W4



S.E. 1/4 SEC. 11-38-27-W4

LEGEND

----- Staging Boundaries



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CLIENT

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PROJECT

DEER PARK DEVONSHIRE
(MADGE) QUARTER SECTION
N.E. 1/4 SEC. 11-38-27-W4

SUBJECT

DEVELOPMENT STAGING

SCALE

1:4000

DESIGNED BY

DRAWN BY

CHECKED BY

APPROVED BY

SHEET No.

OF

CADD FILE NAME

12870552\FIG8.DWG

JOB No.

128-70552

REVISION

3

FIGURE

7.0

DATE DRAWN

FEBRUARY, 2002

STATUS

BYLAW NO. 3156/K-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map L7" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 17/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of March 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT

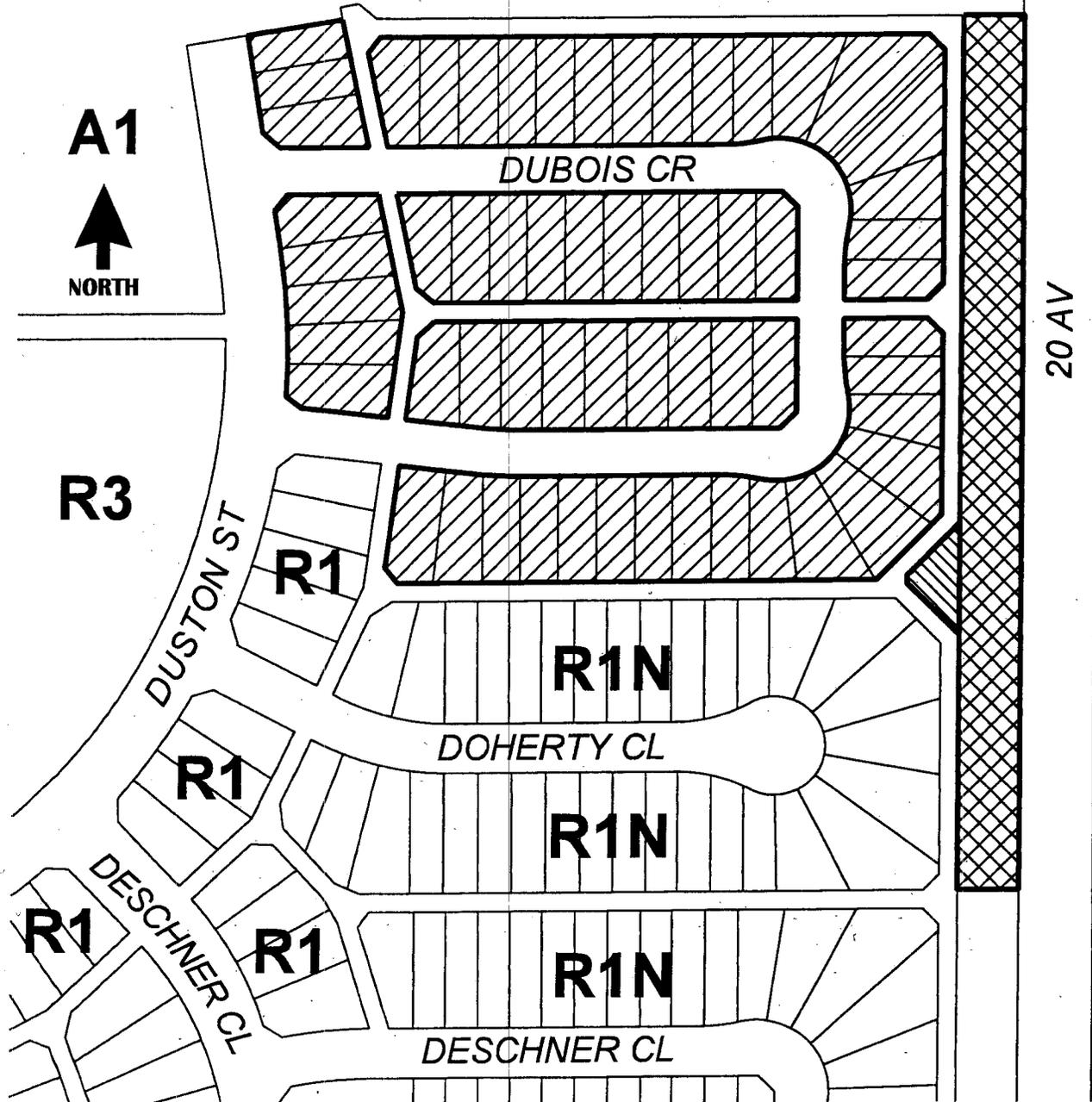
A1

A1



NORTH

R3



Change from :

A1 to R1

A1 to P1

A1 to Road

AFFECTED DISTRICTS:

A1 - Future Urban Development

R1 - Residential (Low Density)

P1 - Parks and Recreation

MAP No. 17 / 2002

BYLAW No. 3156 / K - 2002

1) CITY OF RED DEER
2) City Clerks Dept

Date/Time: Mar.26. 2002 9:05AM

File No. Mode	Destination	Pg (s)	Result	Page Not Sent
1173 Memory TX	3437510	P. 10	OK	

Reason for error

- m.1) Hang up or line fail
- m.3) No answer

- E.2) Busy
- E.4) No facsimile connection



Office of the City Clerk

March 26, 2002

Fax: 343-7510

Melcor Developments Ltd.
502, 4901 - 48 Street
Red Deer, AB T4N 6M4

Dear Sirs:

- Re: (a) Neighbourhood Area Structure Plan Amendment 3217/B-2002
Deer Park Southeast (Devonshire) / Melcor Developments Ltd.
- (b) Land Use Bylaw Amendment 3156/K-2002
Deer Park Southeast (Devonshire) Subdivision - Phase 10
Melcor Developments Ltd.

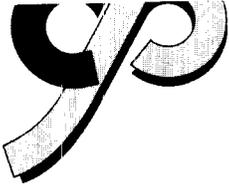
At the City of Red Deer's Council meeting held Monday, March 25, 2002, first reading was given to Neighbourhood Area Structure Plan Amendment 3217/B-2002 and Land Use Bylaw Amendment 3156/K-2002. Copies of the bylaws are attached.

Neighbourhood Area Structure Plan Amendment 3217/B-2002 provides for the conversion of two small public utility lots (PUL) to a public lane within a proposed R1 Residential block, and within the same block, deletion of a portion of lane - conversion to residential use in the Deer Park Southeast (Devonshire) neighbourhood. The proposed amendments are an improvement to the subdivision design and traffic flow of the area.

Land Use Bylaw Amendment 3156/K-2002 provides for the rezoning of approximately 4.27ha (10.55ac) of land from A1 Future Urban Development to R1 Residential Low Density District, F1 Parks and Recreation District, and Road to develop Phase 10 of the Deer Park Southeast (Devonshire) Neighbourhood. The land uses complies with the proposed amendment of the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, April 22, 2002 at 7:00 p.m. in the Council Chambers of City Hall during Council's regular meeting.

...2/



REDBANK
**COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

Date: March 12, 2002
To: Kelly Kloss, City Clerk
Re: Land Use Bylaw Amendment 3156/L2002
Lot 15, Block 7, Plan 982 3791
NW ¼ Sec. 3-38-27-4
Anders South (Anders on the Lake) – Phase 12
Redbrook Group 2 Corp.

Redbrook Group 2 Corp. is proposing to develop Phase 12 of the Anders South (Anders on the Lake) Subdivision. Phase 1 consists of 17 single-family lots and 1 municipal reserve lot. The proposal rezones 1.568ha (3.87ac) of land from A1 Future Urban Development to R1 Residential Low Density and P1 Parks and Recreation Districts. The land uses comply with the adopted Neighbourhood Area Structure Plan.

Recommendation

The proposed subdivision complies with the NASP; therefore Planning staff recommend that City Council proceed with first reading of Land Use Bylaw Amendment 3156/L-2002.

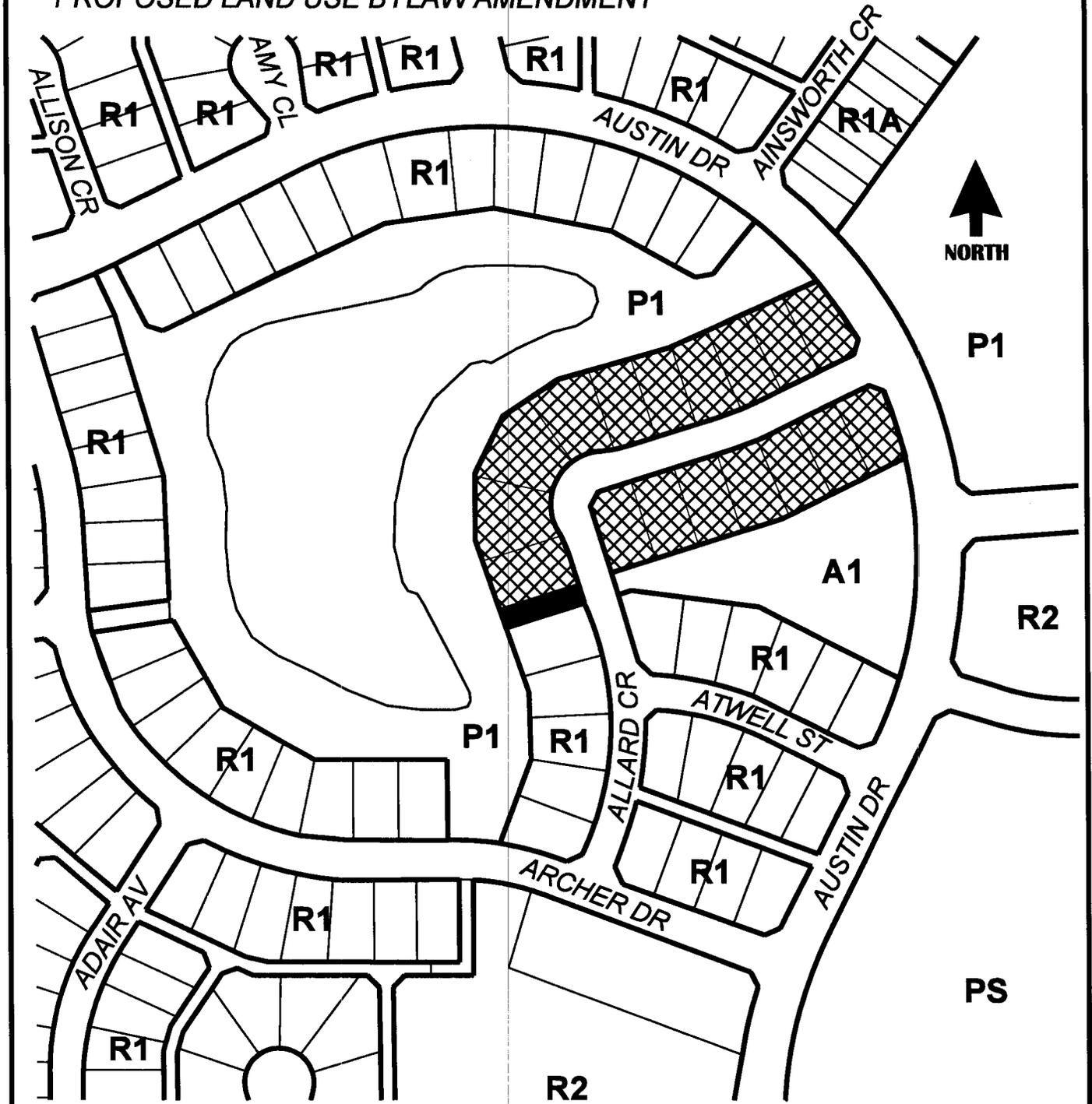
Sincerely,


Frank Wong,
Planning Assistant

Attachment

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:
 A1 - Future Urban Development
 R1 - Residential (Low Density)
 P1 - Parks and Recreation

Change from :
 A1 to R1 
 A1 to P1 

MAP No. 18 / 2002
 BYLAW No. 3156 / L - 2002

Comments:

We agree that Council proceed with First Reading of the Land Use Bylaw Amendment. A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday March 25, 2002

DATE: March 26, 2002
TO: Frank Wong, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/L-2002
Lot 15, Block 7, Plan 982 3791, NW ¼ Sec. 3-38-27-4
Anders South (Anders on the Lake) – Phase 12
Redbrook Group 2 Corp.

Reference Report:

Parkland Community Planning Services, dated March 12, 2002.

Bylaw Readings:

Land Use Bylaw Amendment 3156/L-2002 was given first reading. A copy of the bylaw is attached.

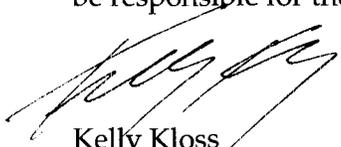
Report Back to Council: Yes

A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/L-2002 provides for the rezoning of approximately 1.568 ha (3.87 ac) of land from A1 Future Urban Development to R1 Residential Low Density and P1 Parks and Recreation Districts to develop Phase 12 of the Anders South (Anders on the Lake) Subdivision. The land uses comply with the adopted Neighbourhood Area Structure Plan.

This office will now proceed with the advertising for a Public Hearing. Redbrook Group 2 Corp. will be responsible for the advertising costs in this instance.


Kelly Kloss
City Clerk
/chk
attchs.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant
S. Eklund, Clerk Steno

BYLAW NO. 3156/L-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map 15" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 18/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of March 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

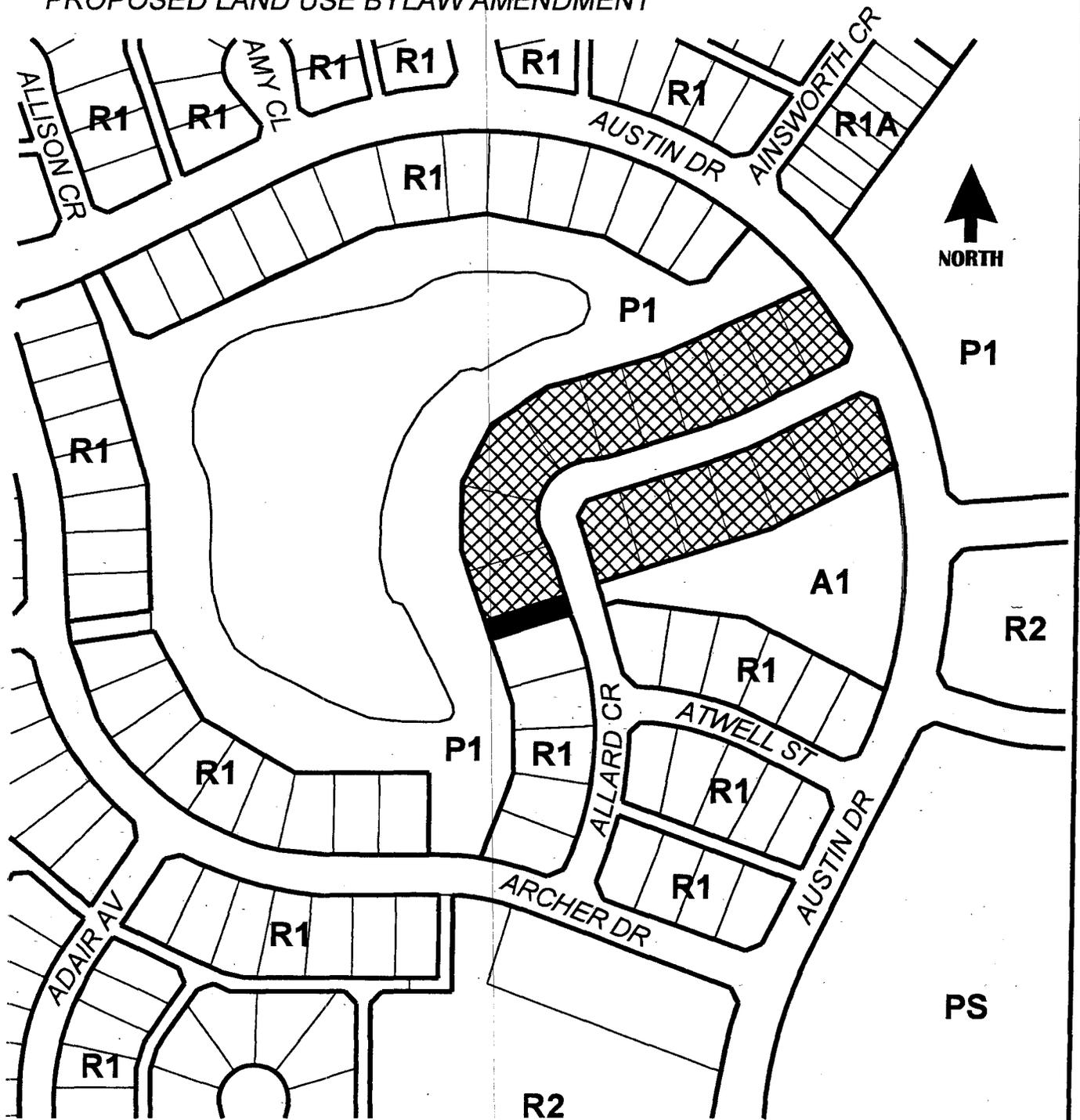
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



NORTH

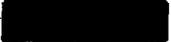
P1

R2

PS

R2

AFFECTED DISTRICTS:
A1 - Future Urban Development
R1 - Residential (Low Density)
P1 - Parks and Recreation

Change from :
A1 to R1 
A1 to P1 

MAP No. 18 / 2002
BYLAW No. 3156 / L - 2002

FILE

DATE: March 26, 2002
TO: City Council
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/L-2002
Lot 15, Block 7, Plan 982 3791, NW ¼ Sec. 3-38-27-4
Anders South (Anders on the Lake) – Phase 12
Redbrook Group 2 Corp.

History

At the Monday, March 25, 2002 meeting of Council, Land Use Bylaw Amendment 3156/L-2002 was given first reading.

Land Use Bylaw Amendment 3156/L-2002 provides for the rezoning of approximately 1.568 ha (3.87 ac) of land from A1 Future Urban Development to R1 Residential Low Density and P1 Parks and Recreation Districts to develop Phase 12 of the Anders South (Anders on the Lake) Subdivision. The land uses comply with the adopted Neighbourhood Area Structure Plan.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, April 22, 2002, at 7:00 p.m. in the Council Chambers, during Council's regular meeting. The owners of the properties and those bordering the site have been notified by letter of the Public Hearing.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.

Kelly Kloss
City Clerk

/chk



Box 5008
Red Deer, Alberta
T4N 3T4

The City of Red Deer

FILE

Office of the City Clerk

March 26, 2002

Fax: 346-9107

Redbrook Group 2 Corp.
3 Archer Drive
Red Deer, AB T4R 2V1

Dear Sirs:

**Re: Land Use Bylaw Amendment 3156/L-2002
Lot 15, Block 7, Plan 982 3791
Anders South (Anders on the Lake) – Phase 12
Redbrook Group 2 Corp.**

At the City of Red Deer's Council meeting held Monday, March 25, 2002, first reading was given to Land Use Bylaw Amendment 3156/L-2002. A copy of the bylaw is attached for your information.

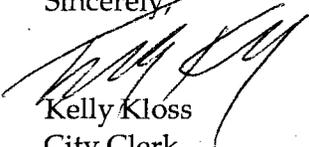
Land Use Bylaw Amendment 3156/L-2002 provides for the rezoning of approximately 1.568 ha (3.87 ac) of land from A1 Future Urban Development to R1 Residential Low Density and P1 Parks and Recreation Districts to develop Phase 12 of the Anders South (Anders on the Lake) Subdivision. The land uses comply with the adopted Neighbourhood Area Structure Plan.

This office will now proceed with the advertising for a Public Hearing to be held on Monday, April 22, 2002 at 7:00 p.m. in the Council Chambers of City Hall during Council's regular meeting.

In accordance with the Land Use Bylaw, you are required to deposit with the City Clerk, prior to public advertising, an amount equal to the estimated cost of advertising, which in this instance is \$400. We require the deposit by no later than 10:00 a.m., Wednesday, April 3, 2002, in order to proceed with the advertising. Once the actual cost of advertising is known, you will either be invoiced for or refunded the difference.

If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,


Kelly Kloss
City Clerk
KK/chk
/attach.

c Parkland Community Planning Services
C. Adams, Administrative Assistant

BYLAW NO. 3156/L-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map I5" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 18/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of March 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

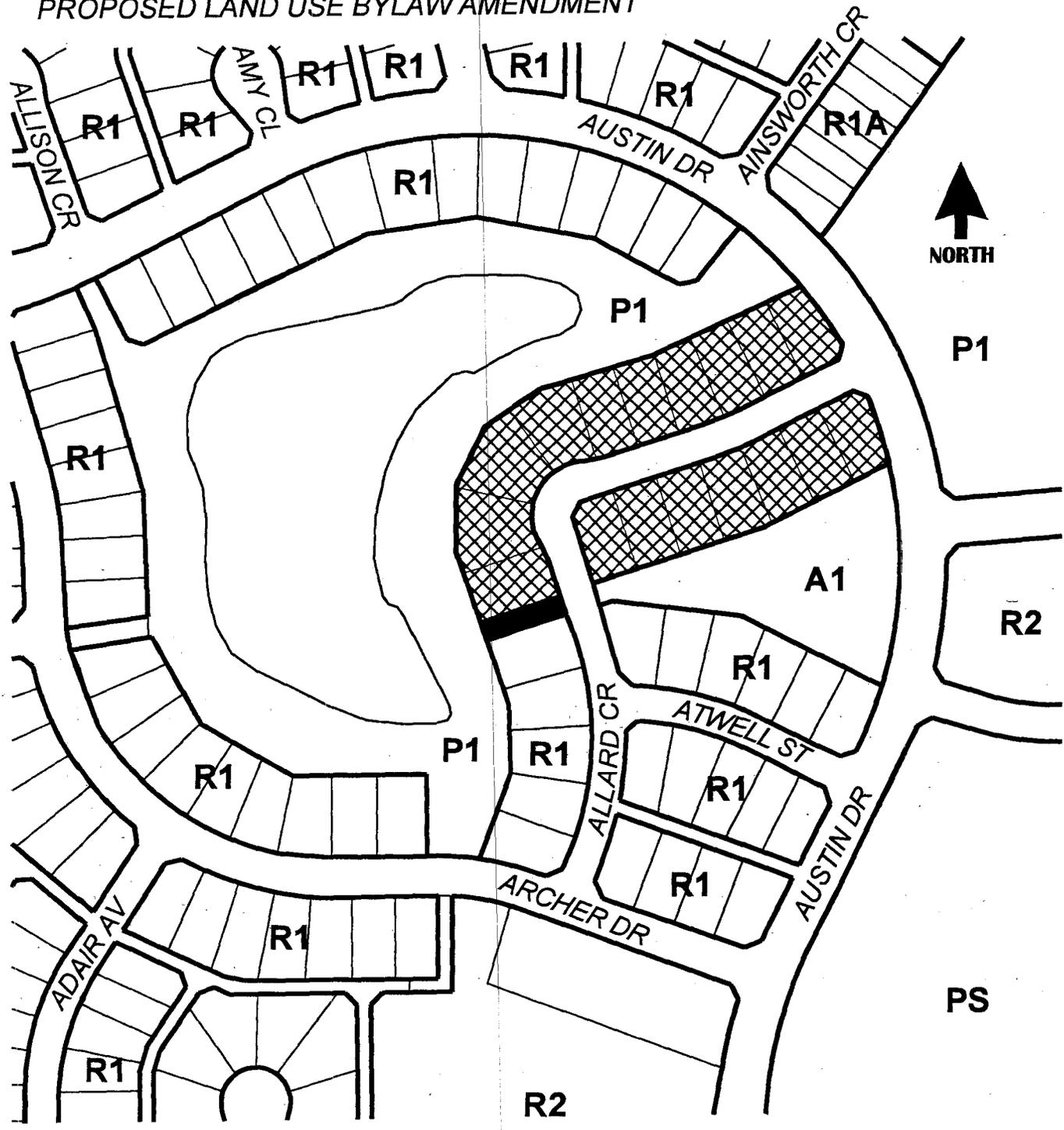
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:
A1 - Future Urban Development
R1 - Residential (Low Density)
P1 - Parks and Recreation

Change from :
A1 to R1 
A1 to P1 

MAP No. 18 / 2002
BYLAW No. 3156 / L - 2002



**RKLAND
COMMUNITY
PLANNING
SERVICES**

Suite 404, 4808 Ross Street
Red Deer, Alberta T4N 1X5
Phone: (403) 343-3394
FAX: (403) 346-1570
e-mail: pcps@pcps.ab.ca

DATE: March 18, 2002

TO: Kelly Kloss, City Clerk

FROM: Planning Staff

RE: PROPOSED REVISION TO THE EXISTING
BED & BREAKFAST REGULATIONS
BYLAW AMENDMENT NO. 3156/F-2002

BACKGROUND

In June 2001 planning staff provided Council with a background study report on the operation of bed and breakfasts in other Canadian communities and a proposed bylaw to introduce bed and breakfasts into the City's Land Use Bylaw. Since Council adopted the regulations for bed and breakfasts in June 2001, there have been four bed and breakfast applications. Three of these were approved. An application in Grandview Boulevard in August 2001 was refused.

Based on the issues associated with an application in Archer Drive in January 2002 senior administration and legal advisors consider it prudent to propose minor amendments to the existing bed and breakfast regulations in an attempt to provide a clearer explanation of the intent of these regulations and to emphasize the rights of area residents in the event that an approved bed and breakfast imposes nuisances upon the neighbourhood. This report sets out and motivates the proposed revisions.

PUBLIC CONSULTATION

Extensive public consultation was undertaken when the background study report and draft bylaw were prepared in 2001. The proposed revisions to the existing regulations are minor and do not intend to change the underlying principles of the regulations. Public consultation on the current proposed revisions was therefore not undertaken. The bylaw amendment process provides for advertisement of the proposed changes and a public hearing.

PLANNING ANALYSIS

The following changes are proposed to section 64 of the Land Use Bylaw:

- i) Among the comments received on the Archer Drive application was a suggestion that the bed and breakfast regulations need a 'Purpose Statement' or preamble to provide the framework of background and intent by which applications could be measured for compliance. In response to this suggestion the following preamble to the regulations is proposed:

"General Purpose

The general purpose of this section is to provide discretionary opportunities for residents of any residential community in the City to operate bed and breakfasts from detached dwellings as an integral part of the neighbourhoods in which they may be located. The intention is that bed and breakfasts are to be operated in such a manner that they will not be seen by other residents as an intrusive commercial land use or as a nuisance to the neighbourhood in any manner, bearing in mind what are generally acceptable activities for any residential community in the City. Specifically it is expected that a bed and breakfast will not give rise to noise, traffic, pedestrian or social activities exceeding that which are prevalent in the neighbourhood in which it is located."

- ii) The following minor change to subsection (1) is proposed to emphasize the fact that bed & breakfasts are not allowed without due process.

"(1) A bed & breakfast ~~is~~ may be allowed as an accessory use to a detached dwelling, within those land use districts in Part Six of this bylaw in which it is listed as a discretionary use."

- iii) There were suggestions that bed and breakfasts should be approved on a temporary basis, e.g. for one year. This option was considered at the time of drafting the bylaw in 2001. However, in addition to the requirement to obtain a discretionary use development permit all bed & breakfasts also require a business license, and because such a license is renewable each year it was felt that the temporary approval of a development permit would add an unnecessary administrative procedure to City staff (e.g. record keeping for each individual approved bed and breakfast, processing previous year applications in addition to new ones within specified timelines, etc.). The Inspections & Licensing Department policy is to deal with contraventions of the Land Use Bylaw on a complaint basis. Any such complaints lodged against a specific bed and breakfast would be duly considered in the process of considering an application for the annual renewal of its business license. It is proposed to incorporate a reference to the annual renewable business license requirement into subsection (2) of the bed and breakfast regulations, as follows [also refer to paragraph v) below]:

“(2) Application for a discretionary use development permit ~~and a business license~~ to establish and operate a bed & breakfast may be made ~~at the Inspections and Licensing Department~~ at City Hall. Upon approval of a discretionary use development permit ~~for the establishment of a bed & breakfast in terms of these regulations,~~ the applicant shall apply ~~to the City~~ for an occupancy certificate ~~and an annually renewable business license with the Inspections & Licensing Department~~ prior to opening the bed & breakfast facility.”

- iv) The intention of the requirement for an open house or information session is to provide an opportunity for the applicant and neighbours to meet so as to foster good relations or to discuss any immediate concerns. For this purpose it is imperative that prospective applicants discuss their proposals with planning staff prior to submitting building plans for construction on a vacant site or renovations to an existing house. This would provide planning staff the opportunity to advise the applicant of the importance of and the expected process for neighbourhood consultation, and would contribute to avoiding situations where adjacent landowners feel they were not appropriately considered in the process. The following changes are proposed to subsection (4):

“(4) Prior to ~~the an~~ application being ~~submitted to~~ **considered** by the Development Authority the applicant shall have an ~~open house information session~~ hosted by the City’s Planning Department, which will submit the comment sheets and a summary of community feedback to the ~~Inspections & Licensing Department Development Authority~~. ~~Where applicable Area residents and landowners, as shall be determined by the City’s Planning Department,~~ the neighbourhood community association, if one exists, and the Heritage Preservation Committee, when a building or site that appears on the City’s inventory list is the application site, ~~will shall be involved notified of the said information session.~~”

- v) In addition to the incorporation of the reference to the annual renewable business license as discussed under paragraph iii) above, a process of record keeping and reporting on bed and breakfast related complaints received over the course of a calendar year could be introduced. This would encourage area residents and adjacent landowners to work with the Inspections & Licensing Department in this regard. The following new subsection (6) is proposed to be added to the regulations to introduce this process [also refer to the discussion in paragraph vi) below]:

“(6) **In February of each year the Development Authority shall review the performance of all bed and breakfasts in the City**

based on any complaints received about any bed and breakfast during the previous year, be advised of the actions taken with respect to such complaints and consider any recommendations on additional steps to be taken by the City with respect to relevant contraventions of this bylaw."

- vi) The following new subsection (7) is proposed to be added to the regulations to encourage adjacent landowners and area residents to assist the Inspections & Licensing Department with regard to the process outlined in the new subsection (6), as discussed under paragraph v) above.

"(7) Anyone may lodge complaints to the Development Authority about any nuisance that a bed and breakfast may be imposing on the neighbourhood or adjacent properties including but not limited to noise, traffic, pedestrian or social activities."

- vii) In terms of the Municipal Government Act the Municipal Planning Commission may impose any relevant condition on a discretionary use permit. It is proposed to state this clearly in the bed and breakfast regulations, in a new subsection (8) as follows:

"(8) The Development Authority may impose conditions of approval on a discretionary use development permit."

- viii) Although the definition of 'Bed & breakfast' in the Land Use Bylaw is clear that the intention is to accommodate tourists, i.e. persons who stay for a short duration, the temporary nature of bed and breakfast accommodation could be emphasised in the regulations as well. According to the president of the Central Alberta Bed & Breakfast Association, the average length of stay in Central Alberta is 3.5 days; there are exceptions with stays of between six and twelve days. If a maximum period of stay is to be included in the Land Use Bylaw, a period of seven days would probably cover most cases however, a period of 14 days would seem to accommodate most of the exceptions as well. A period of fourteen days would also accommodate travelling business people who are regular guests of a specific bed and breakfast, and who stay for two or three nights per week. A restriction on the length of stay does not mean that the Inspections & Licensing department would have to constantly police this regulation. What this regulation attempts to do is to emphasize the fact that bed and breakfasts are intended for tourist accommodation, and not as boarding houses, and that bed and breakfast operators who contravene this regulation, as may be observed by neighbours, run the risk of having their approval and licenses withdrawn. The following new subsection (9)(c) is proposed to be added to the regulations:

“(9)(c) **the maximum length of stay for a guest at a bed & breakfast shall be fourteen nights in any thirty day period.**”

- ix) The following changes are proposed in order to clarify the text somewhat, not that the existing text was incorrect:

Subsection (6)(d) changes to (9)(e) and is reworded as follows:

“(9)(e) except under such site-specific circumstances as **the applicant shall demonstrate and** the Development Authority may find applicable, a bed & breakfast may not occupy **not** more than two guestrooms with associated washrooms. The rooms must be established within the principal building and provide direct interior access between the principal building and the guestrooms (**additional** outside access is optional).”

Subsection (6)(e) becomes (9)(f) and is changed to read as follows:

(9)(f) notwithstanding ~~the above subsection (e)~~, at no time shall more than eight **registered** guests be accommodated.

Subsection (6)(f) changes to (9)(g) and is reworded as follows:

“(9)(g) guestrooms shall not be self-contained dwelling units, i.e. there shall not be any cooking facilities available **in the guest rooms** for the use of guests to prepare meals.”

- x) In the Archer Drive application the applicants indicated that they will provide more parking spaces than what was actually required. This attracted objections from adjacent landowners who did not want to have too many vehicles parked in the rear yard. The Land Use Bylaw does not specifically limit the maximum number of private parking spaces that may be provided on a property, and in the stated example MPC had to impose a condition that the rear parking pad be limited to two spaces. In order to emphasize that parking for guests shall be used for guest parking only and be limited to one parking space per guestroom, the following changes are proposed:

Subsection (6)(g) changes to (9)(h) and the following text is added:

“(9)(h) except under such site-specific circumstances as **the applicant shall demonstrate and** the Development Authority may find applicable, parking spaces shall be provided on-site to the ratio of one parking space per guestroom, additional to any other parking requirements of this bylaw.

In the 56 Archer Drive application residents were further concerned that the additional parking spaces in the rear yard could be used for guest RV or guest trailer parking, to which they would have serious objections. Residents were also concerned that guests would park their RV's in the street. In considering these concerns it was felt that any neighbour, not necessarily one who operates a bed and breakfast, could park an RV in the rear yard, the front drive or in the street. The City has policies and bylaw regulations in place to control these actions – from May 1 to September 30 an RV may be parked unrestricted in the front drive; an RV may be parked in the rear yard without any restrictions on the time or duration; and an RV may be parked in the street at any time, but not for longer than 72 hours in one place. Based on this fact it was felt that these policies and bylaw regulations are adequate to control the parking of RV's at bed and breakfasts.

- xi) In the Archer Drive application adjacent residents were concerned that guests would be entertained in late night BBQ's and pit fires in the back yard, which could create disturbances. The existing regulations do not allow any meals except breakfast and tea/coffee to be served to overnight guests only. This means that bed and breakfast operators who entertain guests at a pit fire BBQ would be in contravention of the Land Use Bylaw, and may lose their licenses. The reference to tea/coffee in the existing regulation should probably be deleted, because this in itself is not a meal. By deleting this reference bed and breakfast operators who offer, for example, wine and cheese in the evening or hot chocolate and cookies before bed time, would not be in contravention of the Land Use Bylaw, because these are snacks and not meals per se. By specifying what snacks/hot drinks may be offered to guests, the regulation allows nothing other than that which is specified, and this is overly restrictive and would pose great challenges to police. In order to clarify and emphasize these points the following change to the existing regulation is proposed:

Subsection (6)(h) changes to (9)(i) and is reworded as follows:

“(9)(i) no meals may be served on the premises of a bed & breakfast, with the exception of breakfast ~~and tea/coffee served~~ to overnight guests only.

- xii) The following changes are proposed to simplify the text of the existing regulations. Secondary suites are not allowed in the R1 district, however there could be instances where a secondary suite is being operated as a non-conforming use, and in those cases if an application for a bed and breakfast is approved, the operation of the secondary suite must be ceased. The operation of approved garden suites would also be required to be ceased if a bed and breakfast is approved on a site where a garden suite exists.

Subsection (6)(j) becomes (9)(k) and is reworded as follows:

“(9)(k) there shall be no secondary ~~dwelling unit suite or garden suite~~ on the premises of a ~~detached dwelling where a bed & breakfast is being lawfully operated, such as a basement suite or garden suite.~~”

- xiii) The requirement that all bed and breakfasts have a sign was written into the bylaw to ensure that guests do not have difficulty to find their bed and breakfast. In the Archer Drive application, where the developer’s architectural controls prohibit signage and area residents were opposed to a sign (although the applicant did not apply for one), this requirement caused that MPC was unable to impose a condition of a restriction on signage. The following change is therefore proposed in order to leave it up to the bed and breakfast host to decide whether to have a sign or not, and to provide that MPC may have due consideration for architectural controls in those cases where a bed & breakfast sign is approved where the architectural controls do allow signs.

Subsection (6)(k) becomes (9)(l) and is reworded as follows:

“(9)(l) **at the discretion of the Development Authority**, a bed & breakfast ~~shall~~ **may** have one sign (approximately 0.27 m² in size) displaying the name of the bed & breakfast, the name of the operator and/or the street address, or any combination of these. The appearance and position of the sign shall be subject to the approval of the Development Authority. Generally, signs must be placed discretely, be unobtrusive and be styled in a manner that is compatible with the appearance of the principal building in terms of colour and material, **or with such architectural controls as may be required by the developer of a subdivision**. No self-illuminated signs shall be allowed. If lighting of the sign is required, the source shall be spot lighting.”

- xiv) The syntax in the existing definition of bed and breakfast in Section 2 of the Land Use Bylaw should be corrected as follows:

“Bed & breakfast means a detached dwelling occupied by the property owner or the bed & breakfast host as a primary residence, in which ~~are offered~~ overnight accommodation and a breakfast meal are offered for sale to guests.”

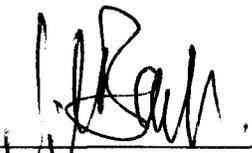
MUNICIPAL PLANNING COMMISSION

It is believed that the proposed changes to section 64 will contribute to more clarity and a better understanding of the bed and breakfast regulations, by both applicants and area residents.

Since the Municipal Planning Commission is the approving authority for bed and breakfast discretionary use applications the proposed Bylaw Amendment was forwarded to MPC for review and information on March 11, 2002. MPC recommended support for the bylaw amendment to proceed to Council for statutory readings.

RECOMMENDATION

That Council give first reading to Bylaw Amendment No. 3156/F-2002, seeking to revise the existing bed and breakfast regulations under section 64 of the Land Use Bylaw.



Johan van der Bank, TRP (SA)
Planner

cc: Colleen Jensen, Director of Community Services Division

DATE: March 12, 2002
TO: City Council
FROM: Municipal Planning Commission
RE: Proposed Revision of Bed & Breakfast Guidelines
Land Use Bylaw Amendment 3156/F-2002

At the Municipal Planning Commission meeting of March 11, 2002, the Commission considered a report from the Parkland Community Planning Services relative to proposed amendments the Bed & Breakfast regulations. The proposed changes provide a clearer explanation of the intent of the regulations and to emphasize the rights of area residents in the event that an approved Bed & Breakfast imposes nuisances upon the neighbourhood. Following discussion the resolution as set out hereunder was introduced and passed.

“RESOLVED that the Municipal Planning Commission supports the recommendation of the Parkland Community Planning Services relative to Bed & Breakfast regulations and recommends that Council consider approval of Land Use Bylaw 3156/F-2002.”

This is provided for Council’s information.

Gail Surkan, Chair
Municipal Planning Commission

Comments:

We agree that Council proceed with First Reading of the Land Use Bylaw Amendment. A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers.

"G. D. Surkan"
Mayor

"N. Van Wyk"
City Manager

Council Decision – Monday March 25, 2002

DATE: March 26, 2002
TO: Johan van der Bank, Parkland Community Planning Services
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/F-2002.
Revisions to the Existing Bed & Breakfast Regulations

Reference Report:

Parkland Community Planning Services, dated March 18, 2002.

Bylaw Readings:

Land Use Bylaw Amendment 3156/F-2002 was given first reading. A copy of the bylaw is attached.

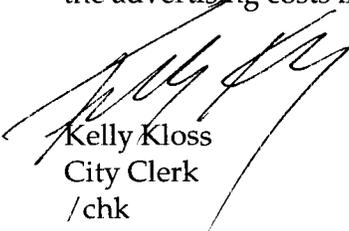
Report Back to Council: Yes

A Public Hearing will be held on Monday, April 22, 2002 at 7:00 p.m. in Council Chambers during Council's regular meeting.

Comments/Further Action:

Land Use Bylaw Amendment 3156/F -2002 provides for changes to the existing Bed and Breakfast regulations to provide more clarity and a better understanding of the regulations for applicants and area residents.

This office will now proceed with the advertising for a Public Hearing. The City will be responsible for the advertising costs in this instance.


Kelly Kloss
City Clerk
/chk
attchs.

c Director of Development Services
Inspections & Licensing Manager
Land & Economic Development Manager
C. Adams, Administrative Assistant
S. Eklund, Clerk Steno

BYLAW NO. 3156/F-2002

Being a Bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer, as described herein

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

- 1 Delete the text of the existing Section 64.
- 2 Delete the existing definition of Bed & Breakfast from Section 2.
- 3 Insert the following definition of Bed & Breakfast into Section 2:

Bed & breakfast means a detached dwelling occupied by the property owner or the bed & breakfast host as a primary residence, in which overnight accommodation and a breakfast meal are offered for sale to guests.

- 4 Insert the following text into Section 64:

64 Bed & breakfasts

General Purpose

The general purpose of this section is to provide discretionary opportunities for residents of any residential community in the City to operate bed and breakfasts from detached dwellings as an integral part of the neighbourhoods in which they may be located. The intention is that bed and breakfasts are to be operated in such a manner that they will not be seen by other residents as an intrusive commercial land use or as a nuisance to the neighbourhood in any manner, bearing in mind what are generally acceptable activities for any residential community in the City. Specifically it is expected that a bed and breakfast will not give rise to noise, traffic, pedestrian or social activities exceeding that which are prevalent in the neighbourhood in which it is located.

- (1) A bed & breakfast may be allowed as an accessory use to a detached dwelling, within those land use districts in Part Six of this bylaw in which it is listed as a discretionary use.
- (2) Application for a discretionary use development permit to establish and operate a bed & breakfast may be made at City Hall. Upon approval of a discretionary use development permit the applicant shall apply to the City for an occupancy certificate and an annually renewable business license prior to opening the bed & breakfast facility.

- (3) In addition to providing such information as the Inspections and Licensing Department may require, the applicant shall pay the fees prescribed by bylaw.
- (4) Prior to an application being considered by the Development Authority the applicant shall have an information session hosted by the City's Planning Department, which will submit the comment sheets and a summary of community feedback to the Development Authority. Area residents and landowners, as shall be determined by the City's Planning Department, the neighbourhood community association, if one exists, and the Heritage Preservation Committee, when a building or site that appears on the City's inventory list is the application site, shall be notified of the said information session.
- (5) The Development Officer shall cause a sign in the form approved by the Development Officer to be placed on the subject property in a location approved by the Development Officer for five consecutive days prior to the application being considered by the Commission.
- (6) In February of each year the Development Authority shall review the performance of all bed and breakfasts in the City based on any complaints received about any bed and breakfast during the previous year, be advised of the actions taken with respect to such complaints and consider any recommendations on additional steps to be taken by the City with respect to relevant contraventions of this bylaw.
- (7) Anyone may lodge complaints to the Development Authority about any nuisance that a bed and breakfast may be imposing on the neighbourhood or adjacent properties including but not limited to noise, traffic, pedestrian or social activities.
- (8) The Development Authority may impose conditions of approval on a discretionary use development permit.
- (9) The following additional regulations shall apply to all bed & breakfasts:
 - (a) the property owner or bed & breakfast host shall occupy the subject dwelling as his or her primary residence.
 - (b) no full time employees outside of the occupant family will be allowed to staff the bed & breakfast or work on the premises. Casual labour may be hired for yard cleaning, repair work, housekeeping services, etc. in the usual manner.

- (c) the maximum length of stay for a guest at a bed & breakfast shall be fourteen nights in any thirty day period.
- (d) the planning, operation and appearance of a bed & breakfast shall be compatible with and sensitive to the general residential character of its immediate surroundings, in terms of atmosphere, privacy, enjoyment, landscaping, architecture, scale, activity and retaining the appearance of a detached dwelling.
- (e) except under such site-specific circumstances as the applicant shall demonstrate and the Development Authority may find applicable, a bed & breakfast may occupy not more than two guestrooms with associated washrooms. The rooms must be established within the principal building and provide direct interior access between the principal building and the guestrooms (additional outside access is optional).
- (f) notwithstanding subsection (e), at no time shall more than eight guests be accommodated.
- (g) guestrooms shall not be self-contained dwelling units, i.e. there shall not be any cooking facilities available in the guest rooms for the use of guests to prepare meals.
- (h) except under such site-specific circumstances as the applicant shall demonstrate and the Development Authority may find applicable, parking spaces shall be provided on-site to the ratio of one parking space per guestroom, additional to any other parking requirements of this bylaw.
- (i) no meals may be served on the premises of a bed & breakfast, with the exception of breakfast to overnight guests only.
- (j) no other services or retail sales may be offered at or from the same premises than that of a bed & breakfast, and no home occupation is permitted on the premises of a bed & breakfast.
- (k) there shall be no secondary suite or garden suite on the premises of a detached dwelling where a bed & breakfast is being lawfully operated.

- (l) at the discretion of the Development Authority, a bed & breakfast may have one sign (approximately 0.27 m² in size) displaying the name of the bed & breakfast, the name of the operator and/or the street address, or any combination of these. The appearance and position of the sign shall be subject to the approval of the Development Authority. Generally, signs must be placed discretely, be unobtrusive and be styled in a manner that is compatible with the appearance of the principal building in terms of colour and material, or with such architectural controls as may be required by the developer of a subdivision. No self-illuminated signs shall be allowed. If lighting of the sign is required, the source shall be spot lighting.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of March , A.D. 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of , A.D. 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of , A.D. 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of , A.D. 2002.

MAYOR

CITY CLERK

E

DATE: March 26, 2002
TO: City Council
FROM: City Clerk
RE: Land Use Bylaw Amendment 3156/F-2002.
Revisions to the Existing Bed & Breakfast Regulations

History

At the Monday, March 25, 2002 meeting of Council, Land Use Bylaw Amendment 3156/F-2002 was given first reading.

Land Use Bylaw Amendment 3156/F-2002 provides for changes to the existing Bed and Breakfast regulations to provide more clarity and a better understanding of the regulations for applicants and area residents.

Public Consultation Process

A Public Hearing has been advertised for the above noted bylaw to be held on Monday, April 22, 2002 at 7:00 p.m. in the Council Chambers, during Council's regular meeting.

Recommendations

That following the Public Hearing, Council may proceed with 2nd and 3rd readings of the bylaw.

Kelly Kloss
City Clerk

/chk

Item No. 1
Bylaws

BYLAW NO. 3134/B-2002

Being a bylaw to amend Bylaw No. 3134/95, the Emergency Services Department Fees and Charges Bylaw of the City of Red Deer.

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

Bylaw No. 3134/95 is hereby amended as follows:

- 1 By deleting Section 8 in its entirety and replacing it with the following:

"The fees and charges which shall be charged to, and be payable by, the applicant, or other persons specified in Schedule "F", for the services listed in Schedule "F", shall be as set forth in Schedule "F"."
- 2 By adding "Schedule F - Ambulance Fees and Charges" as attached to this bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 11th day of March 2002
 READ A SECOND TIME IN OPEN COUNCIL this 11th day of March 2002
 READ A THIRD TIME IN OPEN COUNCIL this day of 2002
 AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002

MAYOR

CITY CLERK

SCHEDULE "F"**Ambulance Fees and Charges**

Page 1 of 1

<i>Ambulance Services</i>	<i>Rate</i>
<u>Advanced Life Support Ambulance</u> Alberta Blue Cross Group and Individual Plans Non Insured Other Insured	Alberta Blue Cross Group and Individual Plan rates
<u>Basic Life Support Ambulance</u> Alberta Blue Cross Group and Individual Plans Non Insured Other Insured	Alberta Blue Cross Group and Individual Plan rates
<u>Mileage Charges for Ambulance Service</u> Within the City of Red Deer	"Applicable mileage fee" X "an averaged in city travel distance"
Outside the City of Red Deer Limits	"Applicable mileage charge" X "the actual travel distance"
<u>Non-Resident Ambulance Service Fee</u> Applicable to: <ul style="list-style-type: none"> • Non Alberta Blue Cross insurance coverage subscriber • Resident of a municipality not contracting ambulance service from the City of Red Deer 	\$100.00
<u>Provincial Government Sponsored Programs</u>	As determined by the Province of Alberta and accepted by the City of Red Deer

Item No. 2

BYLAW NO. 3156/E-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map F10" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 2/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this 25th day of February 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

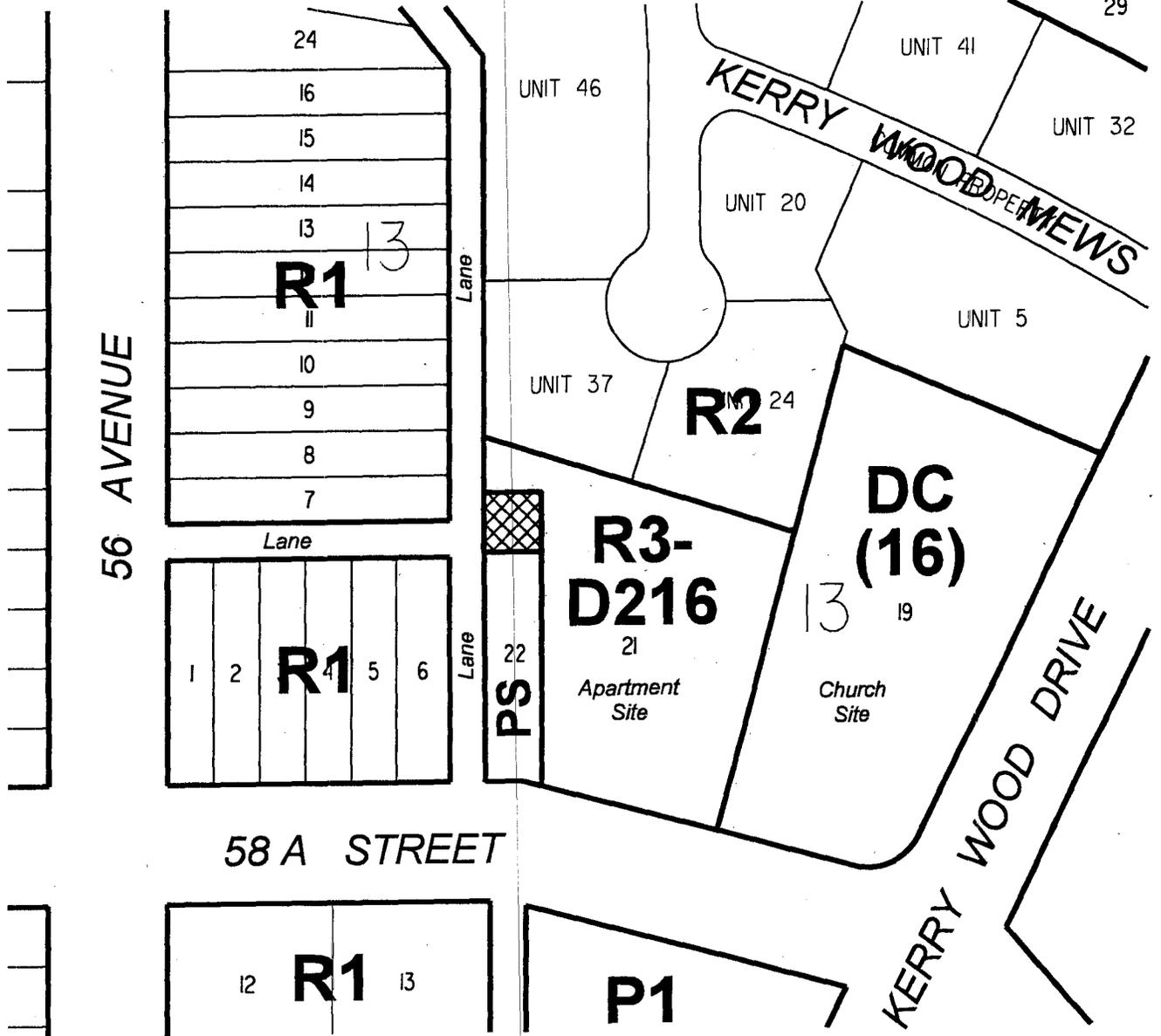
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

 MAYOR

 CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT

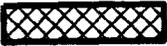


AFFECTED DISTRICTS:

PS - Public Service (Institutional or Governmental)

R3-D216 - Residential (Multiple Family) with a Density of 216 persons per hectare

Change from :

PS to R3-D216 

MAP No. 2 / 2002

BYLAW No. 3156 / E - 2002

Item No. 3

BYLAW NO. 3217/B-2002

Being a Bylaw to amend Bylaw No. 3217/98, the Bylaw adopting The City of Red Deer Neighbourhood Area Structure Plans, as described herein.

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

- 1 Bylaw 3217/98 with regard to the Deer Park Southeast (Devonshire) Neighbourhood Area Structure Plan is amended by deleting therefrom Figures 3 to 7 and substituting therefore the attached amended Figures 3 to 7 which forms part of this Bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

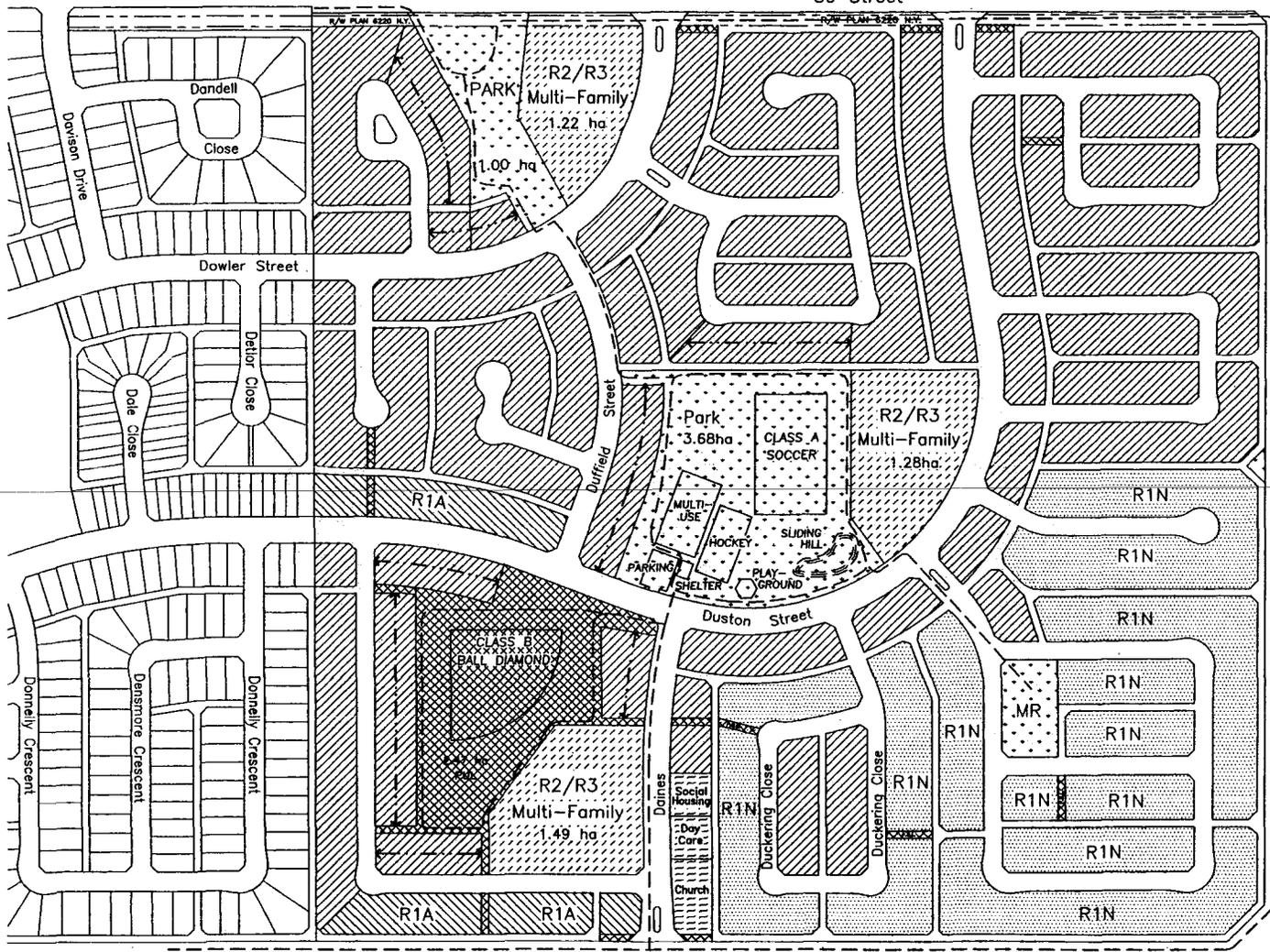
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

S.E. 1/4 SEC. 14-38-27-W4

39 Street



32 Street

S.E. 1/4 SEC. 11-38-27-W4

LEGEND

- R1 - Residential (Low Density)
- R1N - Residential (Narrow)
- R1A - Residential (Semi-Detached)
- R2/R3 - Residential (Multi Family)
- R1 - Social Care/Day Care/Church
- MR - Municipal Reserve
- PUL - Public Utility Lot

- Two Storey Walkouts
- Pedestrian linkages

STATISTICS

	HECTARES	PERCENT
Total Gross Area	64.3	
32 Street Dedication	2.22	
20 Avenue Widening	1.70	
R/W Plan 6220 N.Y.	0.82	
	4.74	
Total Developable Area	59.56	100.00
R1 - Residential	22.42	37.64
R1N - Residential	8.95	15.03
R1A - Residential	1.31	2.20
R2/R3 - (Multi Family)	4.62	7.75
R1 - Social	0.44	0.74
MR - Municipal Reserve	6.05	10.16
PUL - Public Utility Lot	1.68	2.82
Roads/Lanes	14.09	23.66



Stantec

Stantec Consulting Ltd.
400 - 4808 Ross Street
Red Deer Alberta
T4N 1Y5
Tel. 403.342.3320
Fax. 403.341.0999
www.stantec.com

CLIENT

MELCOR DEVELOPMENTS LTD.

PROJECT

**DEER PARK DEVONSHIRE
(MADGE) QUARTER SECTION
N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT

**DEVELOPMENT CONCEPT
LAND USE**

SCALE

1:4000

DESIGNED BY	R.W.
DRAWN BY	F.C.
CHECKED BY	
APPROVED BY	

CADD FILE NAME

12870552\FIG3.DWG

SHEET No.

OF

JOB No.

128-70552

REVISION

3

FIGURE

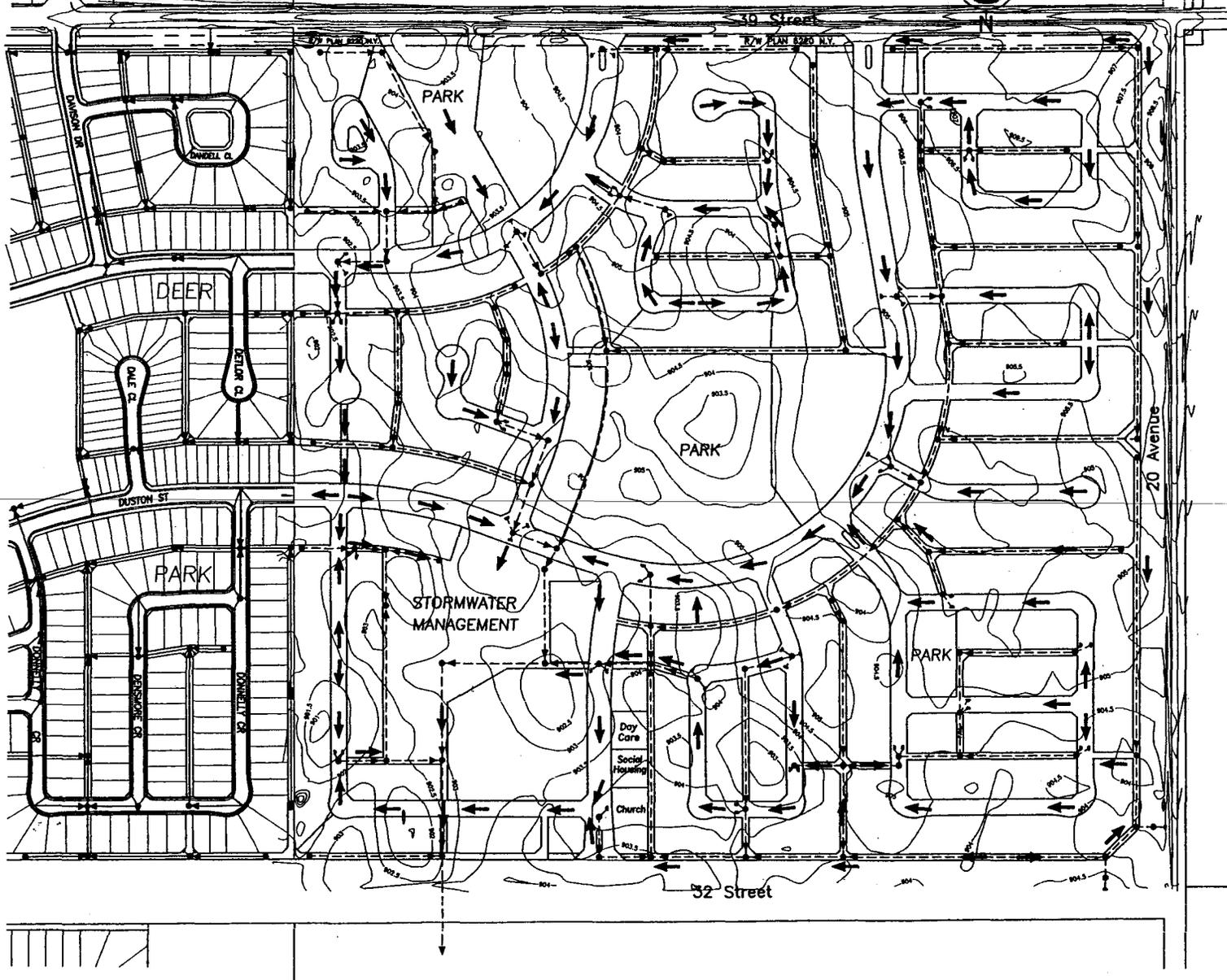
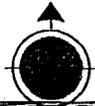
3.0

DATE DRAWN

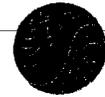
FEBRUARY, 2002

STATUS

S.E. 1/4 SEC. 14-38-27-W4



- LEGEND**
- EXISTING GROUND CONTOUR
 - - - PROPOSED STORM SEWER MAIN
 - MANHOLE
 - ┌┐ CATCHBASIN & LEAD
 - ← DIRECTION OF MAJOR OVERLAND FLOW



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 Red Deer Alberta
 T4N 1X5
 Tel. 403.342.3320
 Fax. 403.341.0969
 www.stantec.com

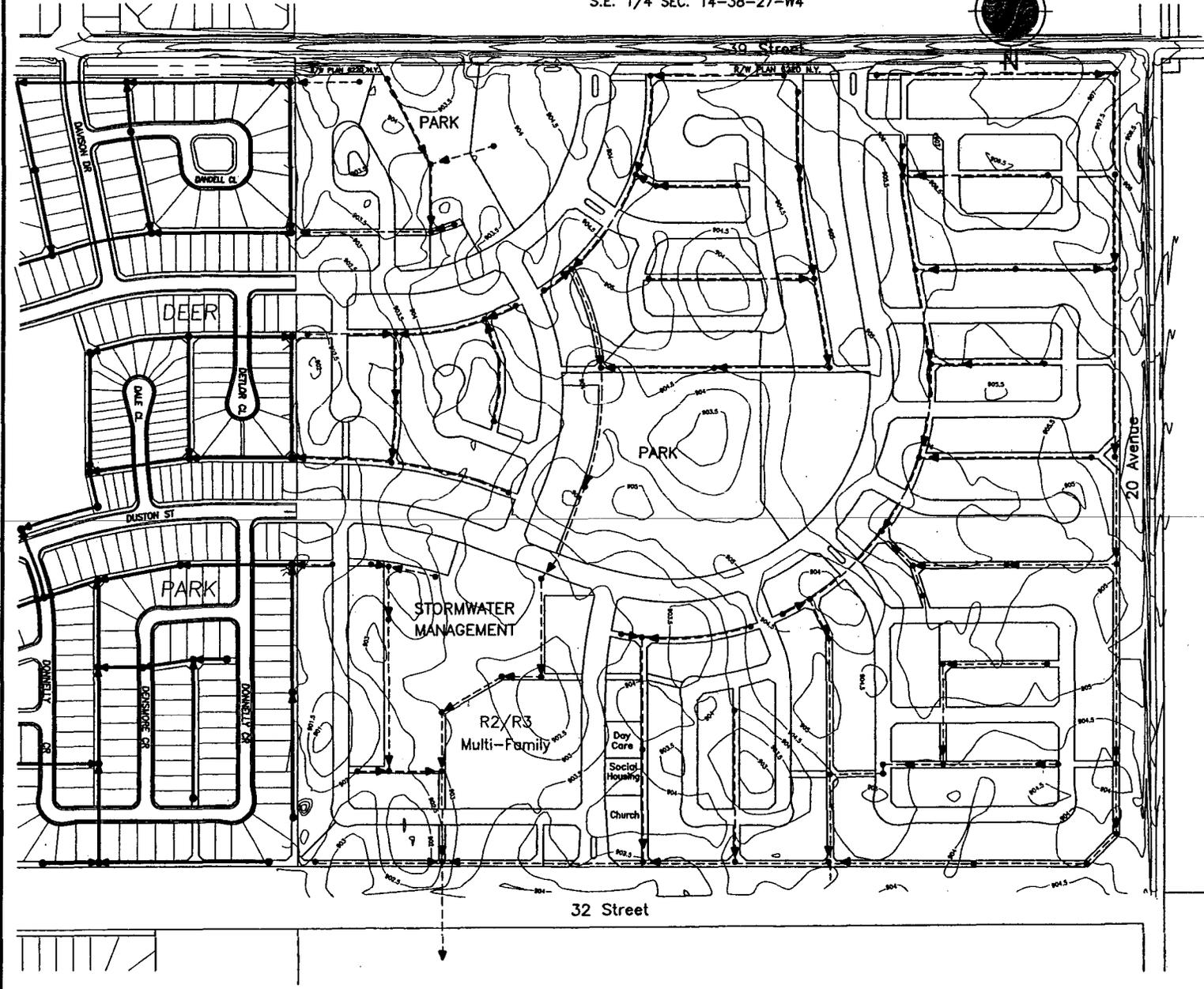
CLIENT
MELCOR DEVELOPMENTS LTD.

PROJECT
**DEER PARK DEVONSHIRE
 (MADGE) QUARTER SECTION
 N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT
**SITE SERVICING
 STORM SEWER**

SCALE 1:4000	DESIGNED BY	R.W.
	DRAWN BY	F.C.
CADD FILE NAME 12870552\FIG5.DWG	CHECKED BY	
	APPROVED BY	
JOB No. 128-70552	SHEET No.	OF
DATE DRAWN FEBRUARY, 2002	REVISION 3	FIGURE 4.0
	STATUS	

S.E. 1/4 SEC. 14-38-27-W4



LEGEND

- EXISTING GROUND CONTOUR
- - - PROPOSED STORM SEWER MAIN
- MANHOLE



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 Red Deer Alberta
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 Fax. 403.341.0969
 www.stantec.com

CLIENT

MELCOR DEVELOPMENTS LTD.

PROJECT

**DEER PARK DEVONSHIRE
 (MADGE) QUARTER SECTION
 N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT

**SITE SERVICING
 SANITARY SEWER**

SCALE

1:4000

DESIGNED BY

R.W.

DRAWN BY

F.C.

CHECKED BY

APPROVED BY

CADD FILE NAME

12870120\F108.DWG

SHEET No.

OF

JOB No.

128-70552

REVISION

3

FIGURE

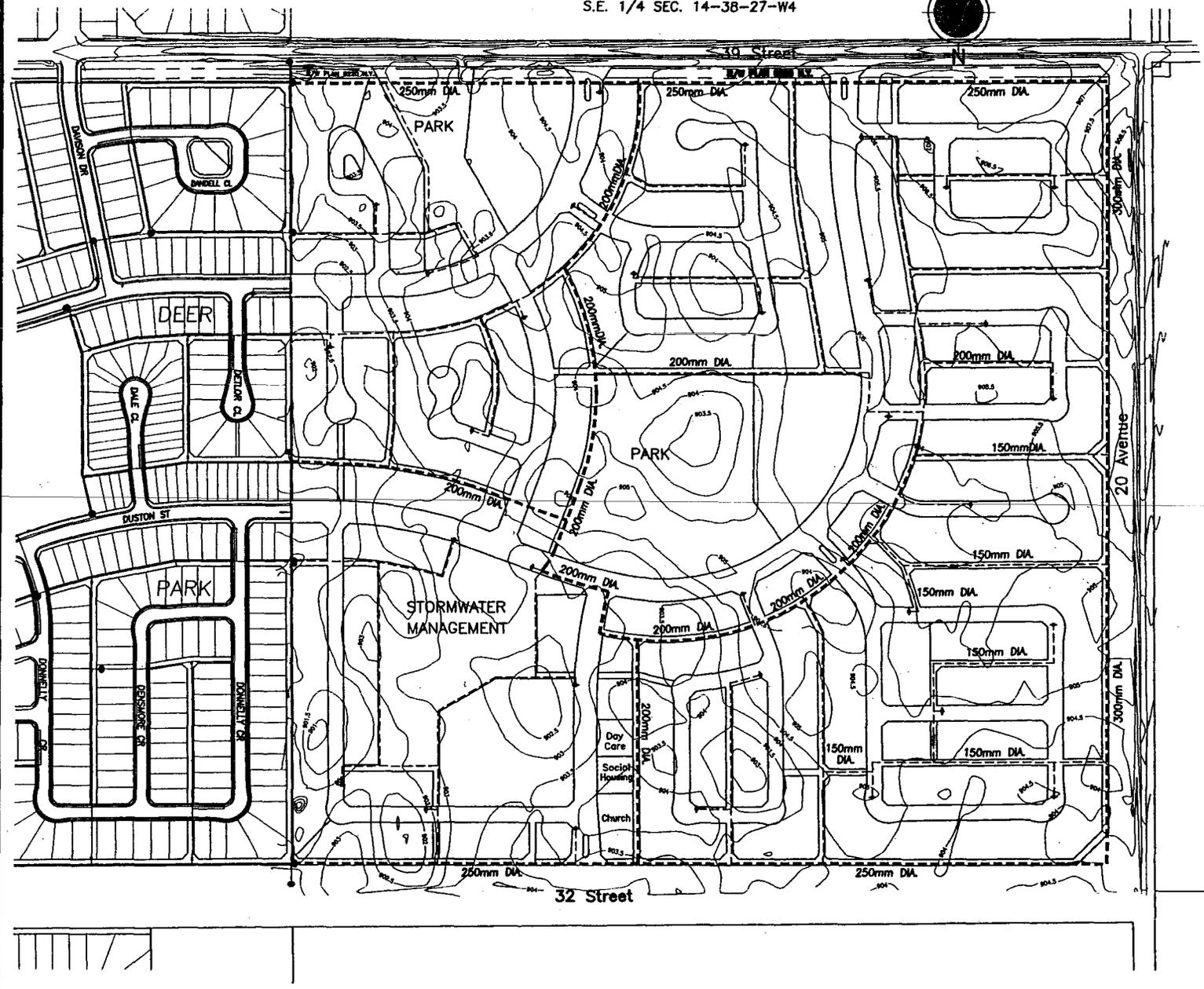
5.0

DATE DRAWN

FEBRUARY, 2002

STATUS

S.E. 1/4 SEC. 14-38-27-W4

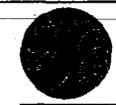


LEGEND

- EXISTING GROUND CONTOURS
- - - PROPOSED WATERMAIN 150mm DIAMETER
- - - PROPOSED WATERMAIN LARGER DIAMETER
- - - + PROPOSED FIRE HYDRANT & LEAD

NOTE:

ALL PROPOSED WATERMANS 150mm DIA. UNLESS NOTED OTHERWISE.

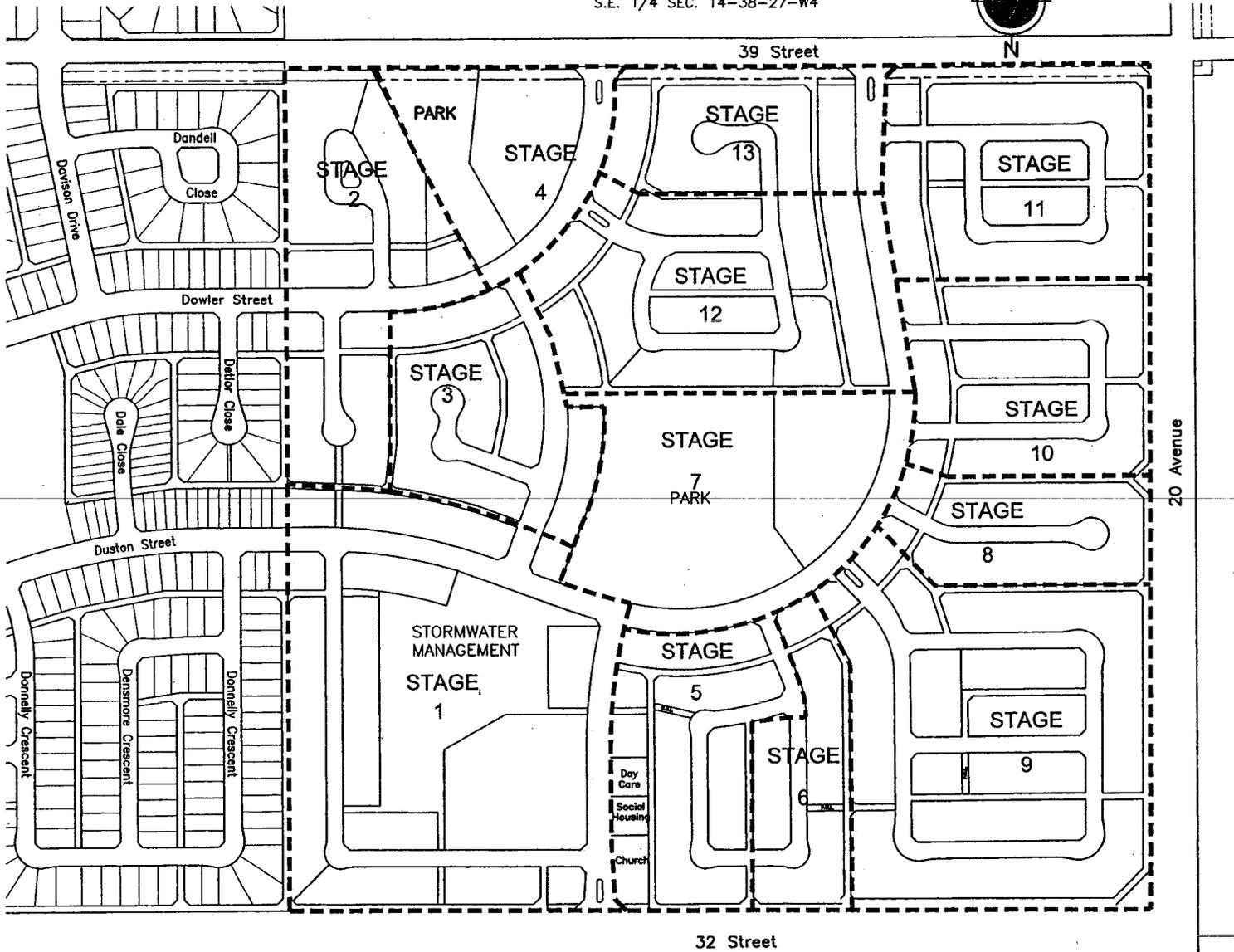


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Fax. 403.341.0969
www.stantec.com

Stantec

CLIENT		
MELCOR DEVELOPMENTS LTD.		
PROJECT		
DEER PARK DEVONSHIRE (MADGE) QUARTER SECTION N.E. 1/4 SEC. 11-38-27-W4		
SUBJECT		
SITE SERVICING WATER		
SCALE	DESIGNED BY	R.N.
1:4000	DRAWN BY	F.C.
CADD FILE NAME	CHECKED BY	
12870552\FIG7.DWG	APPROVED BY	
JOB No.	REVISION	OF
128-70552	3	FIGURE
DATE DRAWN		6.0
FEBRUARY, 2002	STATUS	

S.E. 1/4 SEC. 14-38-27-W4



S.E. 1/4 SEC. 11-38-27-W4

LEGEND

----- Staging Boundaries



Stantec

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Fax. 403.341.0969
www.stantec.com

CLIENT

MELCOR DEVELOPMENTS LTD.

PROJECT

**DEER PARK DEVONSHIRE
(MADGE) QUARTER SECTION
N.E. 1/4 SEC. 11-38-27-W4**

SUBJECT

DEVELOPMENT STAGING

SCALE

1:4000

DESIGNED BY	R.W.
DRAWN BY	F.C.

CHECKED BY	
APPROVED BY	

CADD FILE NAME

12870552\FIG8.DWG

SHEET No.	OF
-----------	----

JOB No.

128-70552

REVISION	FIGURE
3	7.0

DATE DRAWN

FEBRUARY, 2002

STATUS

Item No. 4

BYLAW NO. 3156/K-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map L7" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 17/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

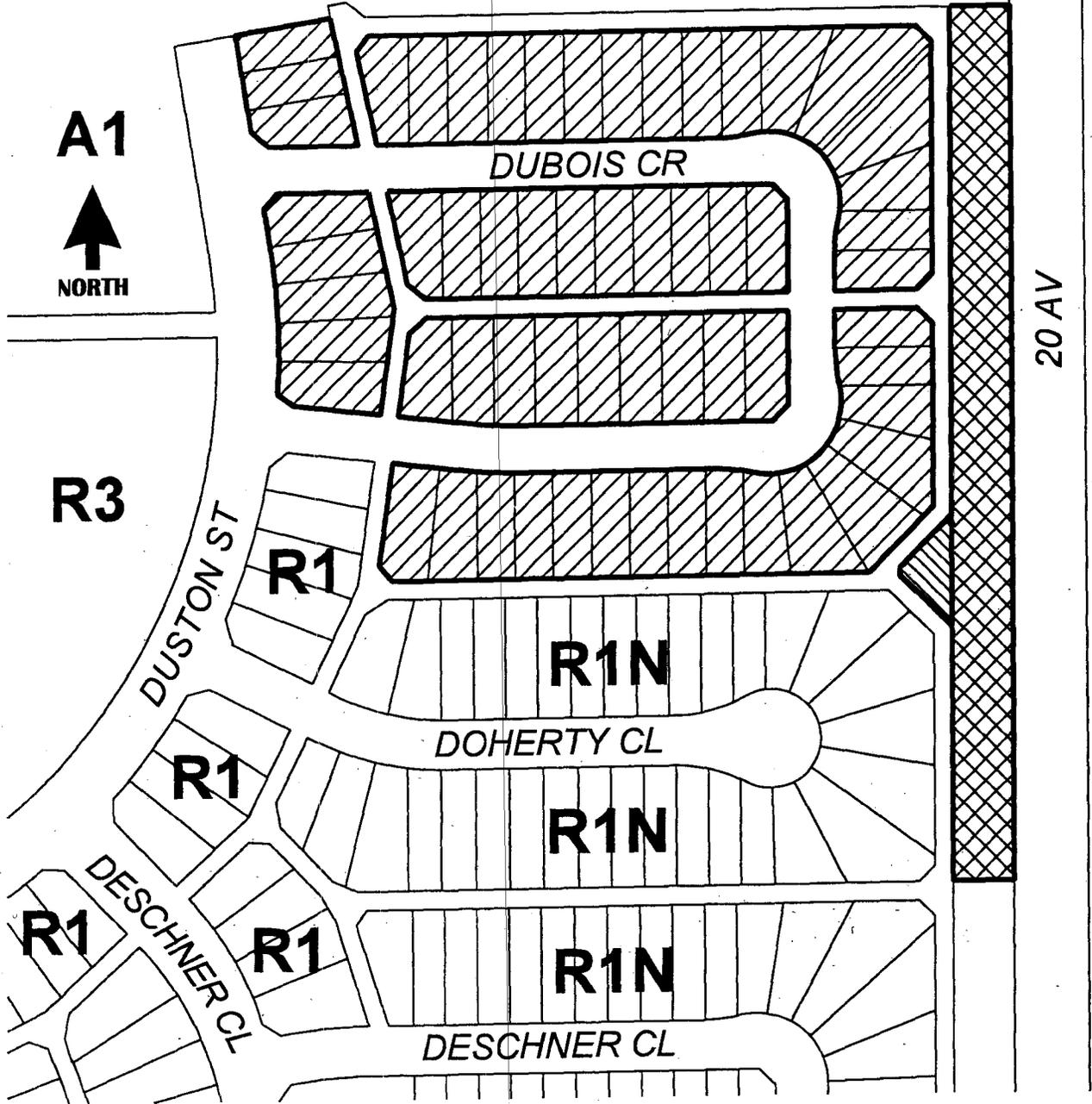
MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT

A1



AFFECTED DISTRICTS:
 A1 - Future Urban Development
 R1 - Residential (Low Density)
 P1 - Parks and Recreation

Change from :
 A1 to R1 
 A1 to P1 
 A1 to Road 

MAP No. 17 / 2002
 BYLAW No. 3156 / K - 2002

BYLAW NO. 3156/F-2002

Being a Bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer, as described herein

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

- 1 Delete the text of the existing Section 64.
- 2 Delete the existing definition of Bed & Breakfast from Section 2.
- 3 Insert the following definition of Bed & Breakfast into Section 2:

Bed & breakfast means a detached dwelling occupied by the property owner or the bed & breakfast host as a primary residence, in which overnight accommodation and a breakfast meal are offered for sale to guests.

- 4 Insert the following text into Section 64:

64 Bed & breakfasts

General Purpose

The general purpose of this section is to provide discretionary opportunities for residents of any residential community in the City to operate bed and breakfasts from detached dwellings as an integral part of the neighbourhoods in which they may be located. The intention is that bed and breakfasts are to be operated in such a manner that they will not be seen by other residents as an intrusive commercial land use or as a nuisance to the neighbourhood in any manner, bearing in mind what are generally acceptable activities for any residential community in the City. Specifically it is expected that a bed and breakfast will not give rise to noise, traffic, pedestrian or social activities exceeding that which are prevalent in the neighbourhood in which it is located.

- (1) A bed & breakfast may be allowed as an accessory use to a detached dwelling, within those land use districts in Part Six of this bylaw in which it is listed as a discretionary use.
- (2) Application for a discretionary use development permit to establish and operate a bed & breakfast may be made at City Hall. Upon approval of a discretionary use development permit the applicant shall apply to the City for an occupancy certificate and an annually renewable business license prior to opening the bed & breakfast facility.

- (3) In addition to providing such information as the Inspections and Licensing Department may require, the applicant shall pay the fees prescribed by bylaw.
- (4) Prior to an application being considered by the Development Authority the applicant shall have an information session hosted by the City's Planning Department, which will submit the comment sheets and a summary of community feedback to the Development Authority. Area residents and landowners, as shall be determined by the City's Planning Department, the neighbourhood community association, if one exists, and the Heritage Preservation Committee, when a building or site that appears on the City's inventory list is the application site, shall be notified of the said information session.
- (5) The Development Officer shall cause a sign in the form approved by the Development Officer to be placed on the subject property in a location approved by the Development Officer for five consecutive days prior to the application being considered by the Commission.
- (6) In February of each year the Development Authority shall review the performance of all bed and breakfasts in the City based on any complaints received about any bed and breakfast during the previous year, be advised of the actions taken with respect to such complaints and consider any recommendations on additional steps to be taken by the City with respect to relevant contraventions of this bylaw.
- (7) Anyone may lodge complaints to the Development Authority about any nuisance that a bed and breakfast may be imposing on the neighbourhood or adjacent properties including but not limited to noise, traffic, pedestrian or social activities.
- (8) The Development Authority may impose conditions of approval on a discretionary use development permit.
- (9) The following additional regulations shall apply to all bed & breakfasts:
 - (a) the property owner or bed & breakfast host shall occupy the subject dwelling as his or her primary residence.
 - (b) no full time employees outside of the occupant family will be allowed to staff the bed & breakfast or work on the premises. Casual labour may be hired for yard cleaning, repair work, housekeeping services, etc. in the usual manner.

- (c) the maximum length of stay for a guest at a bed & breakfast shall be fourteen nights in any thirty day period.
- (d) the planning, operation and appearance of a bed & breakfast shall be compatible with and sensitive to the general residential character of its immediate surroundings, in terms of atmosphere, privacy, enjoyment, landscaping, architecture, scale, activity and retaining the appearance of a detached dwelling.
- (e) except under such site-specific circumstances as the applicant shall demonstrate and the Development Authority may find applicable, a bed & breakfast may occupy not more than two guestrooms with associated washrooms. The rooms must be established within the principal building and provide direct interior access between the principal building and the guestrooms (additional outside access is optional).
- (f) notwithstanding subsection (e), at no time shall more than eight guests be accommodated.
- (g) guestrooms shall not be self-contained dwelling units, i.e. there shall not be any cooking facilities available in the guest rooms for the use of guests to prepare meals.
- (h) except under such site-specific circumstances as the applicant shall demonstrate and the Development Authority may find applicable, parking spaces shall be provided on-site to the ratio of one parking space per guestroom, additional to any other parking requirements of this bylaw.
- (i) no meals may be served on the premises of a bed & breakfast, with the exception of breakfast to overnight guests only.
- (j) no other services or retail sales may be offered at or from the same premises than that of a bed & breakfast, and no home occupation is permitted on the premises of a bed & breakfast.
- (k) there shall be no secondary suite or garden suite on the premises of a detached dwelling where a bed & breakfast is being lawfully operated.

- (l) at the discretion of the Development Authority, a bed & breakfast may have one sign (approximately 0.27 m² in size) displaying the name of the bed & breakfast, the name of the operator and/or the street address, or any combination of these. The appearance and position of the sign shall be subject to the approval of the Development Authority. Generally, signs must be placed discretely, be unobtrusive and be styled in a manner that is compatible with the appearance of the principal building in terms of colour and material, or with such architectural controls as may be required by the developer of a subdivision. No self-illuminated signs shall be allowed. If lighting of the sign is required, the source shall be spot lighting.

READ A FIRST TIME IN OPEN COUNCIL this day of , A.D. 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of , A.D. 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of , A.D. 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of , A.D. 2002.

MAYOR

CITY CLERK

Item No. 6

BYLAW NO. 3156/L-2002

Being a bylaw to amend Bylaw No. 3156/96, the Land Use Bylaw of the City of Red Deer.

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

- 1 The "Use District Map 15" contained in "Schedule B" of the Land Use Bylaw is hereby amended in accordance with the Land Use District Map No. 18/2002 attached hereto and forming part of the bylaw.

READ A FIRST TIME IN OPEN COUNCIL this day of 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of 2002.

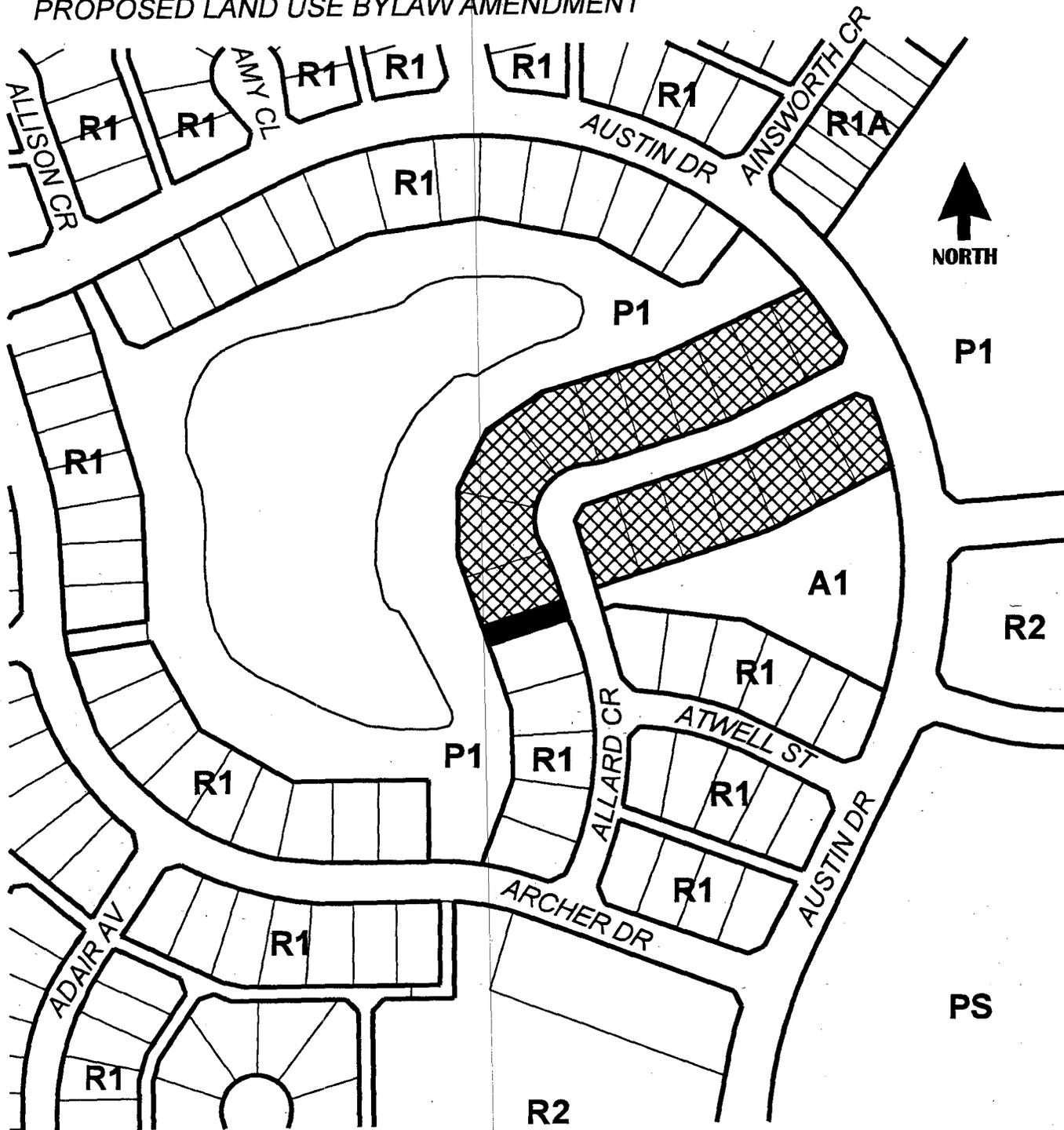
AND SIGNED BY THE MAYOR AND CITY CLERK this day of 2002.

MAYOR

CITY CLERK

The City of Red Deer

PROPOSED LAND USE BYLAW AMENDMENT



AFFECTED DISTRICTS:

A1 - Future Urban Development

R1 - Residential (Low Density)

P1 - Parks and Recreation

Change from :

A1 to R1 

A1 to P1 

MAP No. 18 / 2002

BYLAW No. 3156 / L - 2002

BYLAW NO. 3294/2002

Being a bylaw to authorize the preparation of supplementary assessments within The City of Red Deer for 2002.

WHEREAS, The City of Red Deer wishes to require the preparation of supplementary assessments for improvements for the purpose of imposing a tax;

AND WHEREAS, the Municipal Government Act provides that this Bylaw must be passed before May 1 of the year that the Bylaw applies;

NOW THEREFORE Council enacts:

- 1 That a supplementary assessment shall be prepared for all improvements in 2002.
- 2 That this Bylaw does not authorize the preparation of supplementary assessments for linear property.

READ A FIRST TIME IN OPEN COUNCIL this day of A.D. 2002.

READ A SECOND TIME IN OPEN COUNCIL this day of A.D. 2002.

READ A THIRD TIME IN OPEN COUNCIL this day of A.D. 2002.

AND SIGNED BY THE MAYOR AND CITY CLERK this day of A.D. 2002.

MAYOR

CITY CLERK

FILE

DATE: March 21, 2002
TO: Mayor
Councillors
City Manager
Directors
City Planner
Solicitor
FROM: City Clerk
RE: Council Supper – Monday, March 25, 2002

Wendy Martindale, from the Red Deer & District Museum, has invited members of Council, Senior Management Team, City Planner and City Solicitor to the Museum for supper on Monday, March 25, 2002.

A transit bus will be available on the East side of City Hall to transport everyone to and from the Museum. The bus is scheduled to be at City Hall at 5:45 p.m.

Please call Christine Kenzie, City Clerk's Office if you are not able to attend the supper.



Kelly Kloss
City Clerk

KK/chk

Christine Kenzie

From: Bruce MacArthur
Sent: Friday, March 08, 2002 11:58 AM
To: Christine Kenzie
Subject: RE: Charter Bus for March 25th

All set up and done -- by your command !



From: Christine Kenzie
Sent: March 08, 2002 9:44 AM
To: Bruce MacArthur
Subject: Charter Bus for March 25th

Good Morning.

Just to confirm - Charter Bus required for March 25th to transport Council, etc. to the Museum for supper.

Bus to be at the east entrance to City Hall by 5:45 p.m. (Council breaks for supper at 6:00 p.m.) to transport approximately 17 people to the Museum.

Bus available at 7:00 p.m. to transport everyone back to City Hall.

You will be charging account number 150.8619 for this charter.

If you have any questions, please call.

Thanks Bruce.

Christine Kenzie
City Clerk's
342-8201
chrisk@city.red-deer.ab.ca

Christine Kenzie

To: Bruce MacArthur
Subject: Charter Bus for March 25th

Good Morning.

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#'s attending

- ↳ Mayor 1
- Councillors 8
- City Mgr 1
- K Klom 1
- Asst 1
- Directors 3
- Planner - 1
- City Solicitor - 1

17 in attendance

- Called Wendy Feb 26th
- confirmed 17 attending
- Director - Councillor Dawson
- lactose intolerance
- Councillor Moffat - potato
- send memo to Council closer to the date.
- memo on Kelly's desk to be signed.
- copied + ready to DISTRIBUTE / sent March
- confirmed with Wendy Maitland on March 20th

DATE: January 2, 2002

TO: Wendy Martindale
Director
Red Deer and District Museum

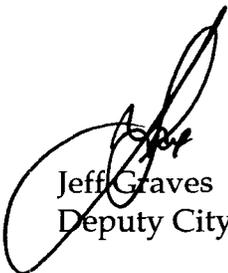
FROM: Jeff Graves
Deputy City Clerk

RE: Dinner Invitation - City Council

Thank you for the invitation for Council to visit the Museum during their dinner break on either February 11, 25 or March 25, 2002.

We will tentatively book March 25, 2002 as the date for Council to visit the Museum and have their dinner with you. We will arrange transportation to the Museum and leave the dinner arrangements in your capable hands.

We will confirm the date and number of people attending a couple of weeks before March 25th.


Jeff Graves
Deputy City Clerk

JG/chk

c City Clerk

DATE: January 2, 2002
TO: Kevin Joll
Transit Manager
FROM: Jeff Graves
Deputy City Clerk
RE: Bus Transportation for City Council - March 25th, 2002

I would like to arrange for a transit bus to be available on *Monday, March 25, 2002* to pick up Council Members and City Staff from City Hall and transport them to the Museum.

Pick up at City Hall & Transport to Museum: 6:00 P.M.

Transport back to City Hall: 7:15 P.M.

Please confirm that a transit bus will be available. I will advise you if there is a change in date.

Thanks Kevin.


Jeff Graves
Deputy City Clerk

JG/chk

c City Clerk

MEMO

Shirley Dye?
Lutt Society
September

DATE: December 13, 2001
TO: Kelly Kloss
City Clerk
City of Red Deer
From: Wendy Martindale
Director
Red Deer and District Museum
RE: Dinner Invitation - City Council

Kelly, as discussed, we would like to invite Council to the Museum for their dinner break on February 11 or 25, or March 25, 2002.

Either of the February dates would give Council an opportunity to see a series of exhibits celebrating diversity, as well as an exhibit of art from the Museum's collection. The March date is during the annual exhibit of work of the Visual Arts students at Red Deer College. It may be a possibility to have the Hospitality and Tourism program do the catering if you select this date.

WM/sl

Wendy

CHRISTINE,
SEE ME
AFTER XMAS
AND WE CAN
DISCUSS
Joli

[Variety Bus]

Christine Kenzie

To: Bruce MacArthur
Subject: Charter Bus Request - March 25th

Thanks for the reply to Jeff Graves re the request for a Charter Bus on March 25th for transport from City Hall to the Museum.

To answer some of your questions:

Only 1 bus will be required - number of people to be confirmed yet - approximately 18 people (Mayor & Council & Senior Management Team so far)

Have the bus waiting at City Hall by 5:45 P.M. for transport to the Museum and available at 7:00 P.M. for transport from the Museum back to City Hall.

The date will be confirmed during a February Council meeting.

You can use **Account Number 150.7426**

Thanks Bruce.

Christine Kenzie
City Clerk's
342-8201

Christine Kenzie

From: Jeff Graves
Sent: Monday, January 28, 2002 11:12 AM
To: Christine Kenzie
Subject: FW: Charter Bus Request - MAR 25 2002

Christine, Can you reply to this.
Thanks
Jeff

From: Bruce MacArthur
Sent: January 07, 2002 11:45 AM
To: Jeff Graves
Cc: Kevin Joll
Subject: Charter Bus Request - MAR 25 2002

Mr. Graves,

I have received a copy of your request and am pleased to inform you that I will be your customer service representative with regards to making arrangements for the charter bus(s) on MAR 25 2002.

There are a few details I will need to know before I can confirm the arrangements.

- Estimate number of persons
- Type of bus, high floor, low floor

- ***ACCOUNT NUMBER***

- Any special requirements for your group
- etc

Please give me a call at your convenience and I will be more than happy to discuss this with you.

It is the endeavor of Red Deer Transit – charter services – to ensure that your traveling needs are met to the fullest of our abilities and that the safety and comfort of all is paramount. Payment for this wonderful, above average service, is naturally, expected.

Thankyou for chartering with Red Deer Transit.

 ***Brewster***

Christine Kenzie

From: Bruce MacArthur
Sent: Monday, January 28, 2002 11:45 AM
To: Christine Kenzie
Subject: RE: Charter Bus Request - March 25th

Thankyou for the info and I shall put this with the charter file, final details to be confirmed later, after the Council meeting in February.

Please note, for an internal transfer, we are to use (by orders of the great and almighty Treasury Dept.) the object **8619**.

Therefore, the account I will charge this to will be **150.8619**

Thanks,

 **Brewster**

From: Christine Kenzie
Sent: January 28, 2002 11:32 AM
To: Bruce MacArthur
Subject: Charter Bus Request - March 25th

Thanks for the reply to Jeff Graves re the request for a Charter Bus on March 25th for transport from City Hall to the Museum.

To answer some of your questions:

Only 1 bus will be required - number of people to be confirmed yet - approximately 18 people (Mayor & Council & Senior Management Team so far)

Have the bus waiting at City Hall by 5:45 P.M. for transport to the Museum and available at 7:00 P.M. for transport from the Museum back to City Hall.

The date will be confirmed during a February Council meeting.

You can use **Account Number 150.7426**

Thanks Bruce.

Christine Kenzie
City Clerk's
342-8201

DATE: March 26, 2002
TO: Wendy Martindale
Red Deer & District Museum
FROM: Kelly Kloss
City Clerk
RE: Council Supper - March 25th

On behalf of Council, thank you for your hospitality and the excellent supper prepared for us on March 25th.

It was a pleasure to meet with you and tour the exhibits at the Museum.



Kelly Kloss
City Clerk

KK/chk