

# Municipal Development Plan

---



The Town of  
**TOFIELD**



## TABLE OF CONTENTS

<b>Part One: Background and Purpose .....</b>	<b>3</b>
Section 1: Background .....	3
Section 2: Goals and Policies.....	3
<b>Part Two: Physical Environment .....</b>	<b>4</b>
Section 3: Maps.....	4
Section 4: Population Projections .....	8
Section 5: Goals.....	10
Section 6: Policies.....	10
<b>Part Four: Residential Development .....</b>	<b>12</b>
Section 7: Goals.....	12
Section 8: Policies.....	12
<b>Part Five: Commercial Development.....</b>	<b>13</b>
Section 9: Goals.....	13
Section 10: Policies.....	13
<b>Part Six: Industrial Development .....</b>	<b>14</b>
Section 11: Goals.....	14
Section 12: Policies.....	14
<b>Part Seven: Transportation .....</b>	<b>15</b>
Section 13: Goals.....	15
Section 14: Policies.....	15
<b>Part Eight: Utilities and Servicing .....</b>	<b>16</b>
Section 15: Goals.....	16
Section 16: Policies.....	16
<b>Part Nine: Open Spaces and Natural Areas .....</b>	<b>17</b>
Section 17: Goals.....	17
Section 18: Policies.....	17
<b>Part Ten: Community Development.....</b>	<b>18</b>
Section 19: Goals.....	18
Section 20: Policies.....	18
<b>Part Eleven: Economic Development .....</b>	<b>19</b>
Section 21: Goals.....	19
Section 22: Policies.....	19
<b>Part Twelve: Education .....</b>	<b>20</b>
Section 23: Goals.....	20
Section 24: Policies.....	20
<b>Part Thirteen: Inter-municipal Cooperation .....</b>	<b>21</b>
Section 25: Goals.....	21
Section 26: Policies.....	21
<b>Part Fourteen: Administrative Matters .....</b>	<b>22</b>
Section 27: Interpretation.....	22
Section 28: Implementation.....	22
Section 29: Amendment .....	22
Section 30: Review .....	22

## PART ONE: BACKGROUND AND PURPOSE

### SECTION 1: BACKGROUND

- 1.1 The Municipal Government Act, Statutes of Alberta, 1994 (as amended) states that municipalities with a population of 3,500 or less may prepare and adopt a municipal development plan (MDP). The Act states that an MDP must address future land use and development in the municipality, the provision of municipal services and facilities, and inter-municipal issues such as future growth areas and the co-ordination of transportation systems and infrastructure.
- 1.2 The overall purpose of the Tofield Municipal Development Plan (MDP) is to guide future growth and development to ensure that it is sustainable, orderly, appropriate, complementary, efficient, and that it enhances the quality of life for the citizens of Tofield.
- 1.3 The MDP is primarily a policy document that can be utilized as a framework which both public and private sector decision making can occur. As a policy document it is, for the most part, general in nature and long range in its outlook. The MDP provides the means whereby Council can evaluate immediate situations or proposals in the context of a long range plan for Tofield.

### SECTION 2: GOALS AND POLICIES

- 2.1 The goals and policies of the MDP apply to land within the Town boundary, and are intended to:
  - 2.1.1 Protect and enhance past physical characteristics and traditions;
  - 2.1.2 Guide the orderly and systematic physical growth of the community;
  - 2.1.3 Establish the desirable qualitative and quantitative direction for future community development;
  - 2.1.4 Identify major current and potential constraints, issues and opportunities such as the need for jobs, variety in housing types and densities, and infrastructure expansion, amongst others;
  - 2.1.5 Define strategies for achieving the Town's aspirations and set priorities for the near and long term future.
  - 2.1.6 Establish policies and recommendations that will delineate how the Town can move towards achieving its goals; and
  - 2.1.7 Be consistent with Provincial Land Use Policy.
- 2.2 Any goals or policies related to lands outside Town boundaries are statements of future intent or preference.

## **PART TWO: PHYSICAL ENVIRONMENT**

### **SECTION 3: MAPS**

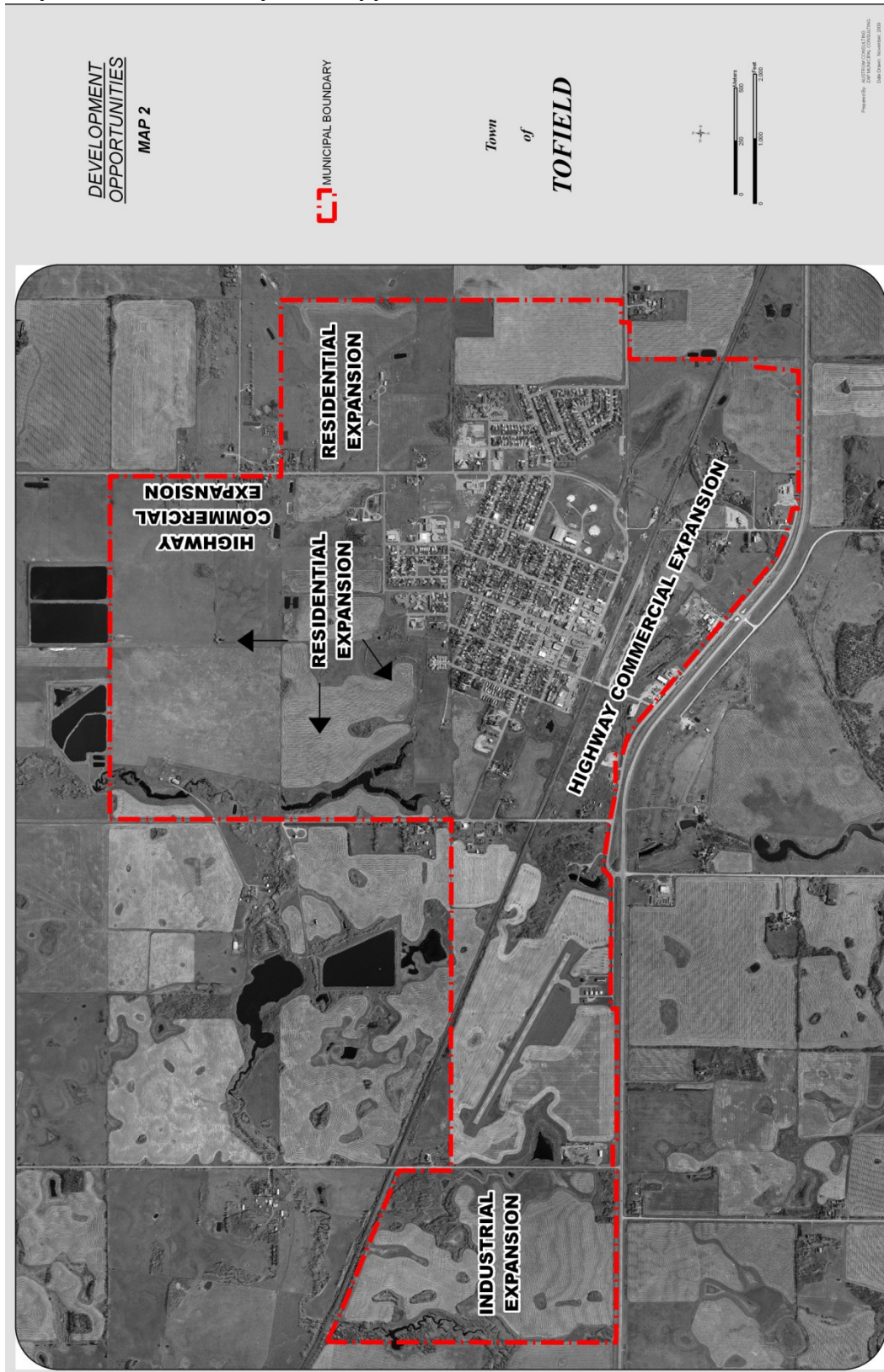
- 3.1 Map 1 shows recent aerial photography of Tofield.
- 3.2 Map 2 identifies land use opportunities and constraints for Tofield.
- 3.3 Map 3 identifies existing and future land uses as envisioned by the Municipal Development Plan.

Map 1 – Tofield Aerial Photo

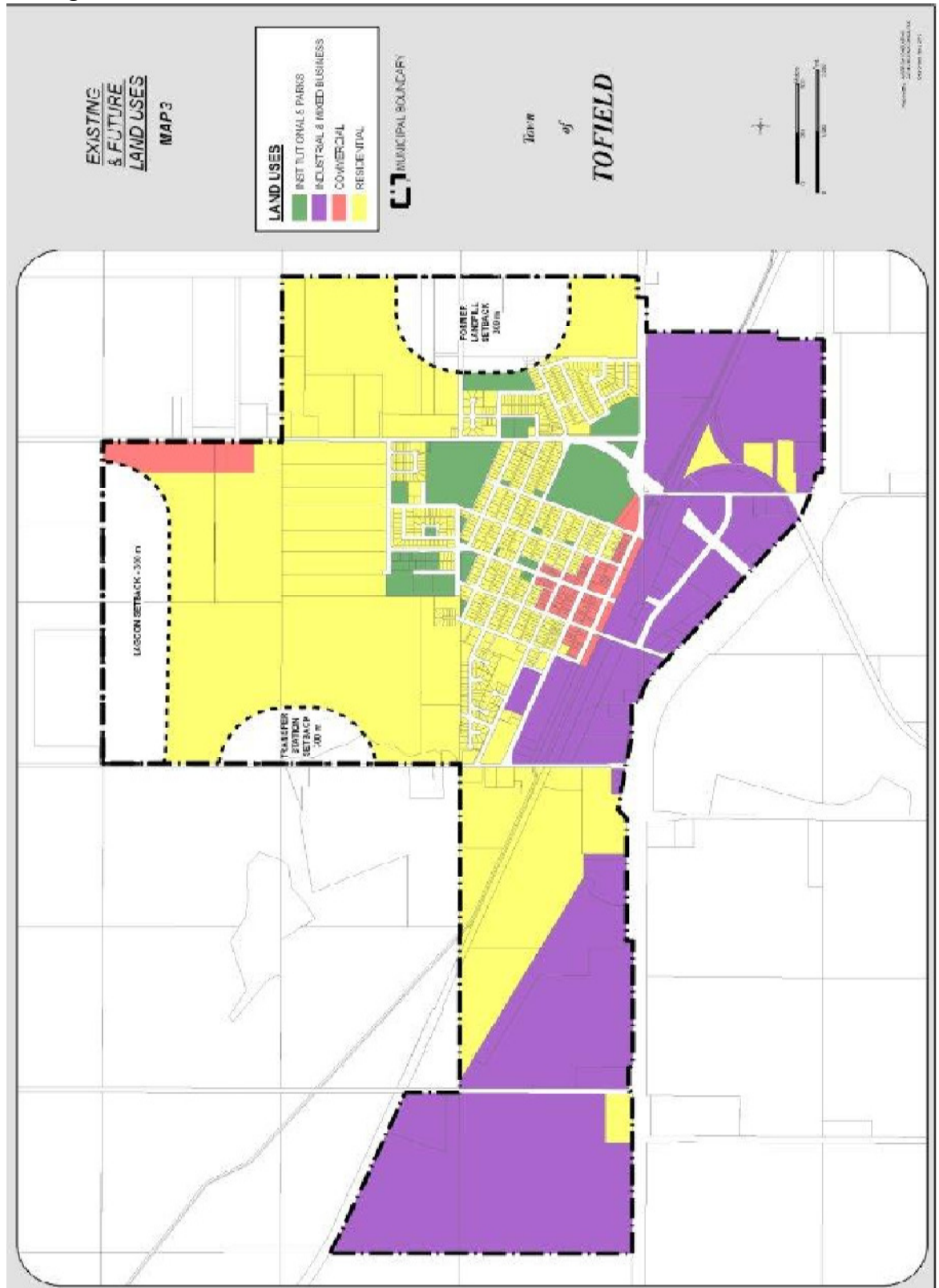




Map 2 – Tofield Development Opportunities



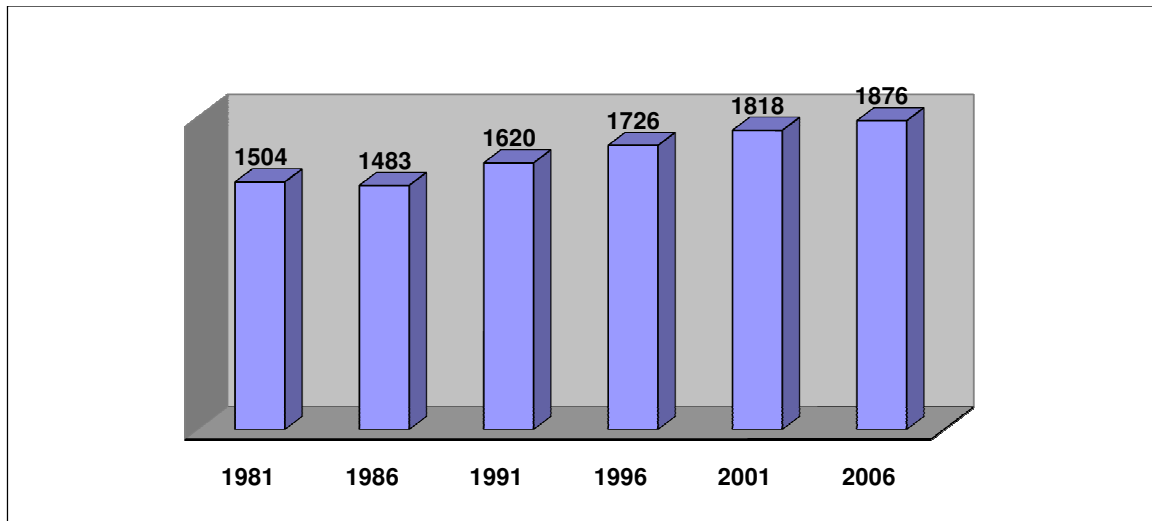
**Map 3 – Tofield Existing and Future Land Uses**



## SECTION 4: POPULATION PROJECTIONS AND LAND USE CONSUMPTION ESTIMATES

- 4.1 Figure 1 illustrates the population for the Town of Tofield since 1981, and shows that between 1981 and 2006, the Town experienced modest population growth.

**Figure 1 - Historical Population 1981 to 2006**



In the past, population increase has been muted due to lower rates of persons per occupied dwelling. Through this period, building permit activity remained consistent, however population increase was modest due to lower rates of persons per occupied dwelling, from a population per dwelling figure of 3.1 persons per dwelling in 1981 to 2.5 persons per dwelling in 2006.

The Town is poised for growth. Improvements to infrastructure and based on a solid economic development strategy, the municipality projects that within 20 years, the Town will have a population of over 3,600.

In estimating the amount of population growth, the Town of Tofield has looked at both the impact from the development of the new industries (such as KNM Manufacturing) and to other communities in Alberta which had similar growth pressures. It is anticipated that Tofield, given its proximity to Edmonton and the large rural industrial region surrounding it, will experience similar growth trends experienced by the Towns of Carstairs and High River experienced between 1986 and 2006. The average growth on an annual basis experienced by these two municipalities was 2.5%.

Utilizing a growth factor of 2.5%, the Town anticipates that over the next 20 years the population will double. It is estimated that between 20 and 30 dwelling units will be constructed annually, while the population per dwelling will be maintained due to the projected demographics (large percentage of young working families).

This growth will not be limited to the residential sector. As a means of diversifying its economy, the Town of Tofield anticipates adding commercial and industrial businesses. As such, the Town has made a number of assumptions with respect to the consumption of land. These assumptions are shown in Tables 1 and 2.



**Table 1 - Town of Tofield Demographic and Land Consumption Assumptions**

Situation	Assumptions
2009 Population  Estimate = 2,008	2006 Population (1,876) + 2006 Additions (48) from 19 new dwellings @ 2.50 persons + 2007 Additions (59) from 26 new dwellings @ 2.50 persons + 2008 Additions (18) from 7 new dwellings @ 2.50 persons + 2009 Additions (7) from 3 new dwellings @ 2.50 persons
Residential Land Use	Average Household Size of 2.50 persons. Average Density of 5.0 units per gross developable acre.
Industrial/Commercial Land Use	The Town will utilize 100 acres of clean industrial and commercial land for each 1,000 persons of new growth.
Other Land Uses	The Town will utilize 25% of the calculated residential, industrial, and commercial lands to accommodate a broad range of other uses including institutional, regional parks, land that is unsuitable for development, and land held off the market and unavailable for development at any particular time.

**Table 2 – Population Projection 2010 to 2029**

Growth Calculations	2010 to 2014	2015 to 2019	2020 to 2024	2025 to 2029	20 Year Total
Initial Number of Dwellings	811	917	1,038	1,175	1,329
Number of dwellings added based on 2.5% annual increase in dwellings	106	121	137	154	518
Population Growth	265	303	342	385	1,295
Cumulative Population	2,273	2,576	2,918	3,303	3,303

- 4.2 The Town of Tofield has undertaken an analysis to determine what types of development would be desired to have growth exceed that which is projected for the community. The municipality, through public consultation, has identified that that development arising from young families and retirees seeking a small-Town lifestyle with adequate services.

## Part Three: Setting the Stage for Growth

### SECTION 5: GOALS

- 5.1 To ensure the orderly, complementary, contiguous, and efficient development of the physical environment within Tofield.
- 5.2 To identify future growth needs and directions for Tofield and endeavour to ensure an adequate supply of developable land.

### SECTION 6: POLICIES

- 6.1 All development and subdivision of land shall, whenever possible, adhere to the goals and policies of this plan and follow the land use concepts as shown on Map 2 and Map 3.
- 6.2 Development and subdivision proposals that do not comply with the goals and policies of this plan will be evaluated on their merits. The Town may consider amending this plan to accommodate proposals it deems acceptable.
- 6.3 A high level of quality and aesthetic appeal will be encouraged in all development and redevelopment.
- 6.4 The Town may require the preparation of an area structure plan (ASP) or other non-statutory plan, acceptable to Council, before subdivision and/or development of any large tract of land is permitted to proceed.
- 6.5 The Town may require the preparation of an area redevelopment plan (ARP) or other non-statutory plan, acceptable to Council, before the subdivision and/or redevelopment of any large tract of land is permitted to proceed.
- 6.6 All adopted statutory plans shall adhere to this plan.
- 6.7 The Land Use Bylaw and all non-statutory plans and policies adopted by Council should be consistent with this plan.
- 6.8 The Town should give consideration to the following matters when reviewing proposed developments and/or amendments to the Land Use Bylaw.
  - 6.8.1 Goals and policies of this and other applicable statutory and non-statutory plans and/or policies adopted by Council;
  - 6.8.2 Views of the public;
  - 6.8.3 Physical characteristics of the subject and adjacent land;
  - 6.8.4 Use of other land in the vicinity;
  - 6.8.5 Availability of and possible impact on public and private utilities;
  - 6.8.6 Access to and possible impact on transportation systems;

- 6.8.7 Overall design; and
- 6.8.8 Any other matters which, in the opinion of Council, are relevant.
- 6.9 In compliance with the *Subdivision and Development Regulation*, pursuant to the *Municipal Government Act*, no applications for subdivisions and/or development of schools, hospitals, food establishments, or residences will be approved within 300 metres of the boundary of the former landfill site without the written consent of the Deputy Minister of the Department of Environment.
- 6.10 Higher utilization of existing infrastructure is encouraged through the appropriate infill development.
- 6.11 The Town will endeavour to maintain an adequate supply of serviceable land.
- 6.12 The Town may assume a role in land development, including acquisition, servicing and subdivision, in order to ensure an adequate supply of land.
- 6.13 Upon the subdivision of land, the Town will require the provision of reserves; in the form of land, money, or a combination thereof; to the maximum amount provided for in the *Municipal Government Act*.
- 6.14 Land in the Urban Reserve District will be developed in accordance with the land uses designated in the land uses as identified on the Future Land Use Map (Map3.)
- 6.15 New development and re-development will be required to pay its fair share of expanding existing or creating new public facilities and services (water, sewer, stormwater, roads and other community facilities).

## PART FOUR: RESIDENTIAL DEVELOPMENT

### SECTION 7: GOALS

- 7.1 To continue to provide a variety of building sites for residential purposes to accommodate future demands.
- 7.2 To encourage the consumption of existing serviceable lands prior to undertaking new residential subdivisions.
- 7.3 To encourage private industry to develop new residential subdivisions within the Town.
- 7.4 To make sure that Developers, individually and/or through acreage assessments, be responsible for any costs arising from the provision or necessary upgrading of utility lines and associated facilities to service a development area. This includes, but is not limited to, the installation of major water, sanitary and storm sewer trunks, and collector and arterial roads.
- 7.5 To continue to support a wide variety of multi-unit residential or rental type units within the community.

### SECTION 8: POLICIES

- 8.1 Map 2 and Map 3 identifies existing and future residential areas.
- 8.2 New residential development will be planned such that existing municipal infrastructure is utilized to the most sustainable extent possible.
- 8.3 The Town supports the infilling of vacant lots and the rehabilitation of existing homes as an alternative to the development of new residential areas.
- 8.4 Multiple unit dwellings and higher density developments will locate in areas: accessible to an arterial or collector road; where traffic, generated by the development, will not affect the use of roads in the area; accessible to schools and community facilities; and where the appearance of an existing residential neighbourhood is not affected.
- 8.5 Future manufactured home development will be developed on a pre-planned basis.
- 8.6 New residential subdivisions within the R1, R2, RMHP and RMHS land use districts within its Land Use Bylaw, shall include paved streets, curbs, gutters and sidewalks, and provide underground services that allow for future growth and are easily accessible.
- 8.7 In situations where it is not possible to separate residential development from incompatible uses, a landscaped buffer, berm or some other screening will be required.
- 8.8 The Town shall continue to encourage private interests for land development.
- 8.9 Residential areas will be planned to accommodate a wide variety of housing types that enhance the appearance of the Town.



## PART FIVE: COMMERCIAL DEVELOPMENT

### SECTION 9: GOALS

- 9.1 To promote and encourage the provision of a full range of goods and services for the citizens of Tofield.
- 9.2 To minimize potential conflicts between commercial and non-commercial land uses.
- 9.3 To encourage aesthetically pleasing commercial development.

### SECTION 10: POLICIES

- 10.1 Map 2 and Map 3 identifies existing and future commercial areas.
- 10.2 The Town will encourage infill and redevelopment of the Central Business District centred around 50 Street.
- 10.3 The Town will encourage the highway commercial development along Highway 14 within the Town boundaries.
- 10.4 The Town will work closely with Alberta Transportation to insure that any future access or activity adjacent to Highway 14 is constructed to Alberta Transportation's standards.
- 10.5 The Town will consider allowing mixed uses in the downtown and highway commercial land use districts, where residential development is located above street level commercial businesses.
- 10.6 Home occupations (minor, where the dwelling is not used as a workplace for non-resident employees and which does not require more than one business associated visit per day) shall be allowed as permitted uses in the R1, R2 and R3 residential districts; home occupations (major, where the dwelling may be used as a workplace by a non-resident or which may generate more than one business associated visit per day), shall be allowed as a discretionary use in all residential districts, provided they are secondary to the residential use and do not detract from the amenities of the surrounding residential neighbourhood. Specific standards and requirements will be governed by the Land Use Bylaw.

## PART SIX: INDUSTRIAL DEVELOPMENT

### SECTION 11: GOALS

- 11.1 To accommodate a broad range of industrial development.
- 11.2 To minimize potential conflicts between industrial and non-industrial land uses.

### SECTION 12: POLICIES

- 12.1 Map 2 and Map 3 identifies existing and future industrial areas.
- 12.2 The Town will encourage industrial development by maintaining a large land base for industry and promoting its availability to prospective users.
- 12.3 The Town will seek to minimize potential negative externalities associated with industrial developments.
- 12.4 Where negative externalities associated with an industrial use cannot be reduced to an acceptable level, the Town will strive to assist in the relocation of the industrial use to a more suitable location within the Town.
- 12.5 The Town may require an independent environmental impact assessment (EIA) to be completed before permitting an industrial use that may potentially cause environmental or health problems.

## PART SEVEN: TRANSPORTATION

### SECTION 13: GOALS

- 13.1 To identify short and long term transportation needs of both the Town and the surrounding region and strive to ensure that these needs are adequately met in a manner that is compatible with existing and future development.

### SECTION 14: POLICIES

- 14.1 The Town will endeavour to protect Highways 14 and 834 from uses and development that may be detrimental to the flow and safety of traffic.
- 14.2 The Town shall establish standards and specifications for the future development of roads. These shall include the width of future roads, required right-of-way, methods of construction, placement of signage and sidewalks, lighting, landscaping requirements and intersection treatments.
- 14.3 The Town may establish bylaws concerning off-site levies in accordance with the provisions of the *Municipal Government Act* to finance the provision of off-site road upgrades.
- 14.4 Additional development setbacks and dedications for future roads may be established in the Land Use Bylaw.
- 14.5 All roads servicing new residential and commercial development shall be paved.
- 14.6 The Town may require that as a condition of subdivision or development permit approval, that a development agreement be entered into with developers to provide for the construction or upgrading of such amenities as roads, light standards, sidewalks, and curb and gutter systems.
- 14.7 The Town may require a traffic impact assessment in support of major redesignations, subdivision and development permit applications.

## PART EIGHT: UTILITIES AND SERVICING

### SECTION 15: GOALS

- 15.1 To support the adequate, safe, and efficient provision of municipal and private utilities.
- 15.2 To ensure municipal services are provided in a timely and efficient manner.

### SECTION 16: POLICIES

- 16.1 New development shall be required to be serviced by all municipal utilities to a standard satisfactory to the Town, and unless otherwise permitted by Town Council, at the expense of the developer, subject to entering into a development agreement.
- 16.2 Prior to subdivision approval, the developer shall be required to provide detailed engineering plans to describe how the water, sanitary and storm water servicing will be fulfilled.
- 16.3 Utility rights-of-way and public utility lots shall be provided at the time of subdivision.
- 16.4 The use of road right-of-way for storm water conveyance must be designed to accommodate a 1:100 year storm and not adversely affect traffic. Should the road right-of-way not be able to accommodate the 1:100 storm, on-site storm water ponds will be required. Storm water storage or retention is not allowed within road right-of-ways.
- 16.5 The Town may establish bylaws concerning off-site levies in accordance with the provisions of the *Municipal Government Act* to finance the provision of adequate municipal water, sanitary sewer, and storm sewer utilities.
- 16.6 When the opportunity exists, the Town will work, whenever possible, in partnerships with Beaver County and other urban municipalities in the region on infrastructure projects that will more effectively use resources to benefit the subject municipalities.
- 16.7 In order to maximize the efficiency of existing infrastructure, infill development will be encouraged before the extension of services to new areas.
- 16.8 The Town supports the servicing policies contained within the Town of Tofield and Beaver County Inter-municipal Development Plan.



## PART NINE: OPEN SPACES AND NATURAL AREAS

### SECTION 17: GOALS

- 17.1 To protect and preserve, whenever possible, existing natural areas.
- 17.2 To ensure that development does not unduly impact the natural environment.
- 17.3 To ensure that the natural environment does not jeopardize the health, safety, and quality of life of the citizens of Tofield.
- 17.4 To provide open spaces that are functional and effective in satisfying the needs of residents and visitors to the community.

### SECTION 18: POLICIES

- 18.1 The Town may require an environmental assessment/audit to be carried out on a site that is the subject of a development proposal.
- 18.2 The Town will work with developers to ensure that developments do not have a significant negative environmental impact on the Town.
- 18.3 The Town will not permit development in areas prone to flooding.
- 18.4 The Town will utilize environmental reserve and environmental conservation easements as mechanisms to protect environmentally significant areas.
- 18.5 Through the subdivision process, the Town shall require that lands considered unsuitable for development area dedicated as environmental reserve with the provisions of the MGA.
- 18.6 When lands adjacent to water bodies or water courses are subdivided, a strip of land shall be dedicated as environmental reserve to provide a buffer and provide public access. The width of the required dedication shall be established by the Subdivision Authority.
- 18.7 Lands dedicated as environmental reserve shall remain in their natural state, however development may be limited to such things as public trail development, public parking facilities, and any development necessary to ensure public safety.

## PART TEN: COMMUNITY DEVELOPMENT

### SECTION 19: GOALS

- 19.1 To strive to provide community facilities that will enhance the provision of community services associated with the social, cultural, educational, and recreational needs of the citizens of Tofield and to protect and preserve, whenever possible, existing natural areas.

### SECTION 20: POLICIES

- 20.1 The Town supports the provision of linear green spaces which may be developed as walkways to act as linkages between residential areas, schools, open spaces and community facilities.
- 20.2 Local playgrounds and tot-lots should be provided in residential developments as part of the municipal reserve dedication resulting from subdivision. Whenever possible tot-lots should be centrally located within each residential area and linked via walkways and/or sidewalks.
- 20.3 The Town supports the preservation of natural areas and natural vegetation within open spaces whenever possible.
- 20.4 Public and quasi-public uses, such as nursing homes, churches, and community centres, will be permitted in residential areas provided they are located at or near neighbourhood entry points and adequate buffering or separation is provided.
- 20.5 The Town encourages cooperation between the Town, Beaver County, Battle River School Division and East Central Regional Catholic School Division and other community groups on the sharing of facilities and resources.

## PART ELEVEN: ECONOMIC DEVELOPMENT

### SECTION 21: GOALS

- 21.1 To further the economic vitality and sustainability of the local and area economy.
- 21.2 To develop a strong tourism sector in the local and area economy.
- 21.3 To work cooperatively with Beaver County and other municipalities to encourage industrial development in the region.

### SECTION 22: POLICIES

- 22.1 The Town supports, in principle, private economic development initiatives.
- 22.2 The Town may support economic development initiatives, whether on its own or in partnership with the private sector.
- 22.3 The Town supports, whenever possible, joint economic development initiatives with Beaver County and other municipalities in the region.
- 22.4 The Town encourages the development of the tourism industry in and around Tofield. Such development should not have adverse social, economic, or environmental impacts.
- 22.5 Tourism oriented development should benefit the citizens of Tofield and area by providing greater economic, recreational, and cultural opportunities.
- 22.6 The Town and/or related agency should develop and maintain a registry of local businesses and services in order to identify and then actively seek to fill gaps.
- 22.7 The Town shall actively market and promote itself to encourage business, industry and government to locate in the Tofield area.

## **PART TWELVE: EDUCATION**

### **SECTION 23: GOALS**

- 23.1 To encourage the provision of the broadest and fullest range of educational opportunities for the citizens of Tofield.

### **SECTION 24: POLICIES**

- 24.1 The Town will endeavour to cooperate with Battle River School Division and East Central Alberta Catholic Separate Schools Division to enhance the provision of educational resources and opportunities to the citizens of Tofield.
- 24.2 The Town supports the sharing of educational facilities and resources.



## **PART THIRTEEN: INTER-MUNICIPAL COOPERATION**

### **SECTION 25: GOALS**

- 25.1 To undertake cooperative planning with Beaver County.
- 25.2 To coordinate land use policies for the boundary areas which are mutually beneficial to both the Town and the County.
- 25.3 To coordinate the provision of roads, facilities, and other services that serve residents of both municipalities.

### **SECTION 26: POLICIES**

- 26.1 The Town will endeavour to work with the County and other urban municipalities in the region to address issues of mutual concern and to ensure that development in either municipality complements the existing and future land uses of the other municipality.
- 26.2 The Town will discourage, whenever possible, development or uses that may have a negative impact on adjacent uses in Beaver County.

## PART FOURTEEN: ADMINISTRATIVE MATTERS

### SECTION 27: INTERPRETATION

- 27.1 The MDP is, for the most part, general in nature and long range in its outlook. The MDP provides the means whereby Council and Town staff can evaluate immediate situations or proposals in the context of a long range plan for Tofield. In this regard, the boundary between the land uses shown on Map 3 – Land Use Concept” is not to be rigidly interpreted and the specific boundaries shall be determined through the designation of the Land Use Bylaw Districts.
- 27.2 Subject to Council’s approval, minor variations from the policies of the MDP will not require an amendment to the MDP. More substantive changes will require an amendment to the MDP and any other affected plan.
- 27.3 The MDP contains “shall”, “should”, and “may” policies which are interpreted as follows:
- 27.3.1 “Shall” policies must be complied with,
  - 27.3.2 “Should” policies mean compliance in principle, but is subject to the discretion of the applicable authority on a case by case basis, and
  - 27.3.3 “May” policies indicate that the applicable authority determines the level of compliance that is required.

### SECTION 28: IMPLEMENTATION

- 28.1 The goals and policies of the MDP will be further refined and implemented through the development, adoption, and day to day application of statutory plans (area structure plans and area redevelopment plans), non statutory plans (outline plans, design schemes, etc.) and the Land Use Bylaw.

### SECTION 29: AMENDMENT

- 29.1 Amendment of the MDP must follow the appropriate procedures as outlined in the *Municipal Government Act*.
- 30.1 All statutory and non-statutory plans shall be consistent with the MDP and may require amendment to ensure their compliance with the MDP.

### SECTION 30: REVIEW

- 30.1 In order to ensure that the MDP is current, the entire plan should be reviewed approximately every three years, preferably soon after the municipal election.