

**TERMS OF REFERENCE FOR THE PREPARATION AND
AMENDMENT OF RESIDENTIAL
AREA STRUCTURE PLANS**

Prepared by:



Planning and Development Department

Version 5 (2010)

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1 INTRODUCTION

1.1 PREAMBLE

The practice of creating and developing a new community in the City of Edmonton is an exciting and challenging prospect. It is about building communities that are healthy, vibrant, sustainable, respect the natural environment, honour local history, and establish a compelling vision of the future. However, it is also about reconciling provincial statutes, municipal bylaws, business practice, policies and procedures within the plan along with citizen and industry expectations and the challenges this brings with it. Applicants, stakeholders and the City are asked to consider their role in creating and developing complete communities that contribute to Edmonton's natural environment, social and cultural capital, economy, and overall quality of life.

1.2 AUTHORITY

The Municipal Government Act (MGA) provides for the preparation of residential Area Structure Plans (ASP) and their adoption by Bylaw (see section 633). Under the MGA:

- An ASP shall be consistent with the Municipal Development Plan (MDP) and all other statutory Plans adopted by the City;
- An ASP shall describe proposed land uses, population densities and the general location of major transportation routes, public utilities and the sequence of development for the area of land within the Plan's boundaries; and
- An ASP may contain any other matters that City Council deems necessary.

Where the owner (or owners) of the majority of land within the plan area wish to prepare an ASP for lands designated Agricultural under the MDP, an MDP amendment is required.

1.3 PURPOSE

The ASP provides the intermediate link between the City of Edmonton's MDP and Neighbourhood Structure Plans (NSPs). Suburban ASPs implement policies contained in the MDP which address future growth, land use patterns and development, intermunicipal co-operation, transportation, and municipal services among other things (see section 632, MGA). Area Structure Plans provide general guidelines as to how MDP policies are to be realized and set out basic environmental requirements to ensure the orderly and efficient development of a plan area. These requirements include the provision of essential services and facilities, land uses, transportation systems, population sizes and densities, and the sequence of development. In implementing policies of the MDP and establishing guidelines for a large planning area, ASPs provide a broad policy framework for future NSP development.

Residential ASPs shall be a minimum of 200 ha (500 ac.) to a maximum of 2000 ha (5000 ac.), except where unique local circumstances such as topographic or environmental constraints, or the location of major utility, transportation corridors and or rights of way suggest that the Planning and Development Department consider a smaller or larger plan area.

1.4 FRAMEWORK

Suburban ASPs shall establish a coherent framework for implementing MDP policies, guiding future development, and ensuring all documentation and supplemental information is internally consistent within the plan. Furthermore, an ASP shall adhere to the spirit and purpose of the Municipal Development Plan, the Zoning Bylaw and various City Council and administrative policies related to planning and development as a whole. Any major departures from the MDP will require a formal amendment to be made to that Plan. Amendments to the MDP are prepared and submitted by the Planning and Development Department. Intermunicipal issues raised by the plan will adhere to the Intermunicipal Resolution Dispute process.

1.5 RESPONSIBILITY

Residential ASPs shall be prepared or submitted by the owner (or owners) of the majority of land within the plan area, or by consultants acting on their behalf. Alternatively, ASPs can be prepared by the City of Edmonton as may be deemed appropriate.

1.6 INTERPRETATION

All ASP map symbols, locations and boundaries shall be interpreted as approximate unless otherwise specified within the plan, or coincide with clearly recognizable physical features or fixed (i.e. legal) boundaries.

1.7 APPLICATION OF TERMS OF REFERENCE

Any new plan being created to provide a framework for several new neighbourhoods will be adopted as an ASP instead of as a Servicing Concept Design Brief (SCDB). Where amendment of an existing SCDB is warranted, all process, information and format requirements set out under these terms of reference will apply. Where information requirements and standards change over time, these Terms of Reference will be updated as required by the Planning and Development Department.

2 PLAN REQUIREMENTS

2.1 PUBLIC CONSULTATION AND INVOLVEMENT

Applicants are responsible for consulting with stakeholders and providing opportunity for public involvement throughout the planning process in accordance with legislative requirements (e.g. MGA, City of Edmonton Public Involvement Policy C-513) and urban planning best practices. Applicants are encouraged to share information (e.g. Technical Studies), initiate early consultation, and provide opportunities for a range of stakeholder participation.

In addition, planners (i.e. Planning and Development) will use the Land Development Application (LDA) Public Involvement Plan (PIP) to guide public involvement for each planning application.

2.2 PLAN PREPARATION

2.2.1 Process

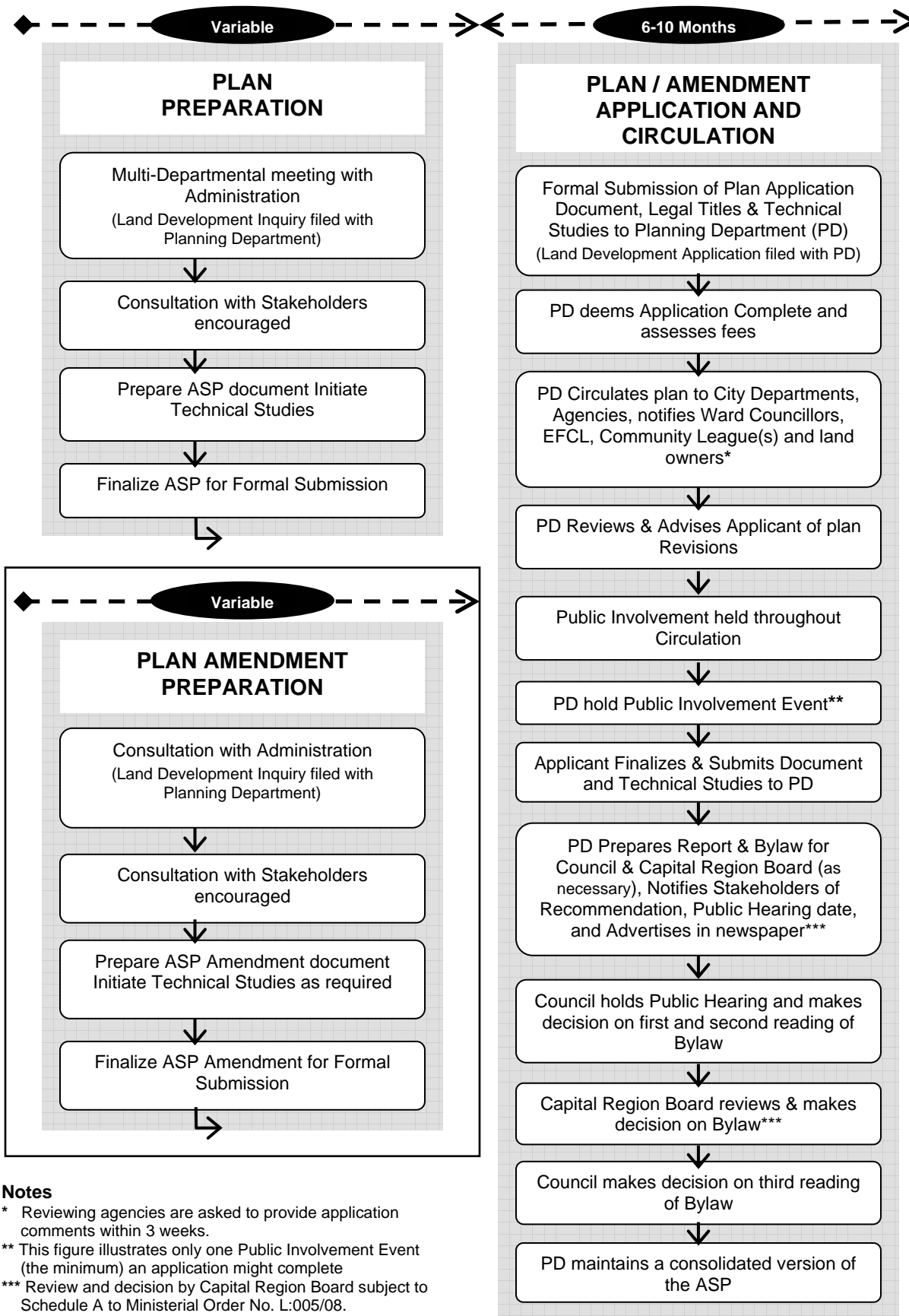
Where the owner (or owners) of the majority of land within the plan area have Council authorization to prepare an ASP, the applicant(s) shall consult civic departments, necessary Provincial and Federal agencies, and public utility operators prior to formal application (see Figure 1 – Area Structure Plan Planning Process and Timeline). This process includes:

Consultation with Administration

Applicants will contact Planning and Development Department to hold a multi-departmental meeting to discuss the proposed plan prior to preparation of the document. The meeting should include senior decision-makers with representatives from the Planning and Development Department, other civic departments (e.g. Parks, Transportation Department, Emergency Medical Services, Fire Rescue Services), Energy Resources Conservation Board (ERCB), Alberta Utilities Commission (AUC), mineral rights (lease) holders, oil, gas, pipeline and public utility operators (e.g. EPCOR), and any necessary Provincial and Federal agencies. Preliminary information such as Land Ownership and a Site Features map (see Section 2.2.2) should be shared to properly prepare for and discuss the following:

- Plan rationale, policy context, public involvement and vision for area;
- Applicable development considerations or issues concerning the plan area and interface with surrounding lands, related to:
 - Land Ownership – Determination of Crown interest concerning plan area;
 - Ecology – Preservation of natural areas; ecological connections / corridors; existing waterbodies, wetlands, and riparian system; woodlots, protected farmland (if applicable); top of bank; determination of environmental reserve and crown land ownership;

FIGURE 1. AREA STRUCTURE PLAN PLANNING PROCESS AND TIMELINE



- Environment – Soil, air, and water quality and conservation; existing oil and gas facilities as per City Policy C-515; existing pipelines, location, status and contents;
 - Social / Cultural – Historic areas, landscapes, sites, and buildings; provision of a range of housing forms for a variety of income levels and household types; inter-municipal governance and cooperation;
 - Economic – Economic growth; market trends and forecasts; availability of serviced lands; land absorption rate; and
 - Infrastructure / Urban Service – Infrastructure; transportation (e.g. roadways, rail and transit service, walkability), servicing (e.g. water, sanitary, sewer), utility access and serviceability; community services including access to health care, protection / emergency services, school-park sites and open space.
- Planning process, timings, and notification of local land owners.
 - Technical study requirements and expected level of Preliminary Report detail by reviewing City Departments at time of formal application submission.

Consultation with Stakeholders

Applicant(s) will notify all local land owners within the study area by letter mail of their intention to prepare an ASP and provide contact information regarding the project.

Applicant(s) are *strongly* encouraged to consult with affected stakeholders within and surrounding the plan area prior to formal application submission. Stakeholders include: local land owners, Ward Councillors, Edmonton Federation of Community Leagues, EPCOR, surrounding community leagues, Edmonton School Boards, Canadian National Railway, Canadian Pacific Railway, affected adjacent municipalities, and (as necessary) applicable Provincial and Federal agencies.

A record of consultations must be summarized within the ASP document (see Section 2.2.2).

Preparation of ASP

The ASP document will be prepared for formal application submission according to the content and format requirements set out under this Terms of Reference. Applicants will confirm any necessary technical studies to be prepared, and level of detail required in consultation with reviewing City department (see Appendix 4.2).

2.2.2 Content Requirements

The ASP will be prepared using a standardized document template (see Appendix Section 4.3.1) and include four (4) sections:

- Administration
- Plan Context
- Land Use, Transportation and Servicing Concept
- Appendix

Applicants are required to include all *applicable* sub-sections described under this section as headings within the document. Where the vision or goals of a proposed ASP may not support a particular land use, this may be omitted.

Administration

The ASP will provide a concise statement or brief description of the plan's purpose, authority, timeframe, interpretation, and if any amendment has been made over time.

Plan Context

The ASP will provide a concise statement or brief description of the following:

Location

- Location, area and general background of the ASP study area; and
- Location map identifying the plan area in relation to surrounding areas, approved / proposed plans and influencing factors;

Background

- Background history of area conditions, development, and connectivity of lands within the plan area having regard for the surrounding area;

Land Ownership

- Land ownership characteristics in the plan area that includes:
 - A table of registered and assessed owners and legal addresses in conformance with Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act; and
 - Land Ownership map identifying the legal address of proponent, private and public lands within the plan area in conformance with Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act.
 - Waterbody Identification and Ownership Determination. Applicants are responsible for identifying all water features and their ownership within the plan area including wetlands, water bodies, and filled-in water bodies as these may be subject to both ownership and regulatory interest by the Province or Municipality.

This requirement will provide important information on existing natural resources, regulations affecting future development, early identification of Crown and Municipal interest in lands for preservation (i.e. Environmental Reserve) and or conservation purposes, and greater certainty for land development investors.

Applicants are required to contact Sustainable Resources Development (SRD) Public Lands Division and provide any necessary information (e.g. aerial map of plan area identifying land and water features) to facilitate review of the plan area. Following review of the plan area, the Province will make a determination as to Crown interest and land ownership. Applicants are required to forward a copy of this determination to the City of Edmonton City of Edmonton Asset Management and Public Works Department (AMPW).

Asset Management and Public Works Department will review its interest in and any unclaimed lands by the Province for the plan area. In rendering its determination, AMPW will act to acquire lands for natural area preservation and or conservation (e.g. buffer) as required.

A formal letter confirming both Provincial and Municipal interest and or ownership of lands within the plan area (or not) is required prior to finalization of the plan. Applicants are advised that a non-response to an inquiry is not equivalent to a waiver of the Crown's claim of ownership to the bed and shore of a water feature. Non-participating lands at the ASP stage will be further reviewed at the NSP level.

Site Context

The ASP will include an examination of the following site opportunities and constraints within or adjacent the plan area including:

- Agricultural soils capability;
- Geotechnical and hydrological characteristics (e.g. floodplain, top-of-bank, slope stability);
- Existing vegetation, water features (e.g. water bodies, (non)permanent wetlands, filled-in areas), natural areas and ecological connections;
- Existing and proposed infrastructure (e.g. storm, drainage, water and sanitary facilities);

- Historical areas, landscapes, sites, or buildings;
- Landscape character, major vistas, views, natural pathways;
- Existing development and subdivisions;
- Utility corridors and registered rights of way;
- Transportation routes, railways and facilities;
- Abandoned, suspended, existing and proposed petroleum and gas well-sites, pipelines, storage, extraction, processing or operation facilities, lease areas and access roads;
- Abandoned, existing and proposed sand, gravel or mine lands, extraction, processing or operation facilities;
- Any other areas that may require further investigation (e.g. telecommunications aerial / cellular towers, contaminated lands);
- Boundaries or locations of any restricted area or indications of areas which may be affected by any government regulation (e.g. areas covered by environmental protection legislation, restricted development areas, First Nations lands, airport NEF and crash hazard zones);
- Site Features map identifying existing site opportunities and constraints over an orthophotograph of plan area; and
- Site Contours map identifying 5 metre contour intervals within the plan area.

Public Involvement

The ASP will provide a summary of public involvement under this section including method of stakeholder consultation, participation and general input into the plan.

Land Use, Transportation and Servicing

The ASP will provide the following information:

Land Use Concept and Population Statistics

- Land Use Concept map illustrating: applicable neighbourhood boundaries; distribution of ecological features; historical resources; urban design areas / districts; applicable land uses; transportation; and stormwater management facilities;

Note: This map is conceptual in nature. The exact location and alignment of land uses, major facilities, roadways, and services will be determined at zoning and subdivision stage.

- A tabled summary of Land Use Concept and Population Statistics provided for the plan area (see Appendix Section 4.3.5) including:
 - Calculations of gross area, Environmental Reserve, existing land uses, gross developable area, total non-residential area, and net residential area;
 - Calculation of Municipal Reserve and resultant balance by sub-area (i.e. neighbourhood) and for the entire plan area;
 - Disposition of any arterial roadway right of way or City owned land in the area;
 - Major land use classifications with approximate area (hectares) dedicated to each land use type as per development concept;
 - Calculation of: Net residential area, units, and population of ASP for each residential land use type (i.e. Single/Semi-Detached (Duplex), Row Housing, Low-rise/Medium Density Housing, and Medium to High Rise Units) by neighbourhood;

Note: The ASP Land Use Concept map will illustrate a general residential use and detailed mapping and calculations will be provided at NSP stage.

- Calculation of: Net residential unit and population density, and percentage of future population within walking distance (500m) of parkland, (400m) of transit service and (600m) of commercial service within ASP;
- A summary of natural areas protected, conserved, and lost; and
- Anticipated student generation, to be determined in consultation with Joint Use Agreement Partner school boards for each school system by school type for each neighbourhood and the total plan area.

Vision

Description of the long-term vision for the ASP in support of the Municipal Development Plan.

Goals and Objectives

Statement of broader policy goals and objectives of the plan.

Statement of policy conformance with applicable Federal, Provincial and Municipal policies, provisions, regulations and strategic planning documents (e.g. Provincial Wetland Policy, Municipal Development Plan).

Policy

Description of each *applicable* land use, transportation, and servicing component of the concept in support of the plan's goals and objectives.

For each component, a standardized table containing stated plan objectives, policies, and implementation method will be required (see Appendix 4.3.4). This includes:

- Statement of specific land use objective(s) in support of the ASP development concept;
- Statement of specific land use policy strategies required to achieve ASP objectives in support of higher order strategic policies / plans (i.e. MDP) including Capital Region Plan land use policies and principles;
- Statement of how land use policy strategies will be implemented within the plan including:
 - Manner in which existing uses will be incorporated, conserved, or removed as development occurs;
 - Key land use policies to be addressed and approvals required at subsequent planning stages (e.g. NSP, Zoning Bylaw) to implement the development concept;
 - General direction and timing of interim and long-range development as it relates to the sequence or phasing of development;
 - Identification of any problems anticipated in the orderly staging of development or off-site development impacts generated (e.g. additional funding requirements or costs to City, downstream servicing impacts, traffic) and solutions presented at the time of ASP submission to the Planning and Development Department; and
 - Identification and or assignment of any particular stakeholder roles, responsibilities or actions as necessary.

A summary of the policy rationale for each land use, transportation, and servicing component and any necessary technical study (see Appendix 4.2) and or information required.

Note: All land strategies (e.g. Urban Design), uses (e.g. Residential), and information (e.g. technical report summary) must be incorporated within the Policy section of the document. While some of these strategies and uses may not apply given the vision and goals of a particular ASP, those applicable will be prepared using the standardized format provided under Appendix 4.3.4.

Green Development

- Application of sustainable development principles in support of progressive land use concepts, design, strategies, techniques and or technologies having regard for strategic City plans and policies including City of Edmonton Municipal Development Plan, Transportation Master Plan, Environmental Policy C-512, Environmental Strategic Plan, as well as urban planning best practices including LEED Neighbourhood Design (ND).

Urban Design

- Guidelines to be applied in the arrangement, function and appearance of urban space concerning:
 - Treatment of natural landscape, development pattern, and regional character;
 - Treatment of major plan boundaries, districts, focal points, connections (e.g. greenways), and viewpoints of lands including those adjacent North Saskatchewan River Valley Area Redevelopment Plan and any special development areas;
 - Transition between land uses and arterial roadways, transportation, rail lines and utility corridors within and surrounding the plan area. This includes separation distances between land uses and that of heavy industrial development to ensure minimal conflict between transportation networks and traffic flows servicing each use; and
 - Direction at subsequent planning stages having regard for, but not restricted to, those of the Municipal Development Plan and other Council approved documents.

Ecology

- Ecological Network map showing an orthophotograph overlaid with outline of proposed development concept identifying existing environmentally sensitive, significant and natural areas, ecological connections / corridors, waterbodies, wetlands, riparian system, naturalized stormwater management facilities, any special lands, and general location of top of bank.

Note: Applicants are required to submit an Ecological 'Shadow' Plan under separate electronic file as part of their formal application. This conceptual plan will be an overlay of the following maps: Ecological Network, Transportation Infrastructure, Storm Servicing Scheme, Water Network, Sanitary Servicing Scheme, and Utility Network. It will be reviewed in the context of the ASP by the Office of Natural Areas and used for information purposes only. *It will not be included in the final ASP document or adopted as part of the plan.*

- Identify preservation, conservation, loss and mitigation development strategy concerning ecological resources including:
 - Natural areas and or systems (as per City policy C-531 Natural Area Systems);
 - Waterbodies, all wetlands, drainage courses, and watershed management within an integrated and connected system; and
 - Area wildlife (i.e. terrestrial and aquatic) habitat and movement.
- Determination of Environmental Reserve claimed by the Crown through the identification of all water features within the plan area;
- Determination of Environmental Reserve for the plan area to the satisfaction of the Office of Natural Areas of the Asset Management and Public Works Department (as per MGA and Office of Natural Areas Guidelines for Determining Environmental Reserve (ER) Dedication for Wetlands and Other Water Bodies);
- General identification of top of bank (i.e. crest) slope location for participating lands by aerial and or contour information within the plan area to the satisfaction of Transportation Department City Geotechnical Engineer;

- An Ecological Network Report (ENR) (Stage 1) for the entire plan area, to the satisfaction of the Office of Natural Areas of the Asset Management and Public Works Department.

Environment

- Principles to be applied in the protection of soil, air, and water quality;
- Principles to be applied in the conservation and efficient use of land and infrastructure;
- Treatment of abandoned, suspended, existing and proposed petroleum and gas well-sites, pipelines, storage, extraction, processing or operation facilities within and surrounding the plan area as per City Policy C-515. In addition, the following information will be provided:
 - Facility type, location (i.e. coordinates), status and site access; and
 - Energy Resources Staging map showing oil and gas facilities type, location, setbacks, and continued transportation, maintenance and emergency access to facilities.
- A Phase One Environmental Site Assessment (ESA) for participating lands within the plan area, to the satisfaction of the Environmental Planning Unit of the Planning and Development Department;
 - Note: Where a Phase 1 ESA has been previously approved for participating lands and is older than one (1) year but less than five (5) years, a Phase 1 ESA Update will be required.
- A Risk Assessment for participating lands within the plan area as required by the Planning and Development Department and reviewed by Community Services Department Fire Rescue Services.

Historical Resources

- Preservation, conservation and integration of cultural, historical or archaeological resources (i.e. areas, landscapes, sites, structures or buildings) having local, regional or provincial significance or potential future significance;
- Inventory of all existing buildings or structures on site for participating (i.e. proponent) lands; and
- Historical Resources Overview for participating lands (and any report older than 10 years) within the plan area concerning historically significant areas, landscapes, sites, structures or buildings prepared in accordance with Alberta Community Development requirements.

Residential

- Location and pattern of residential development;
- Sufficient community density and scale in support of mixed land uses, services, amenities, transit, pedestrian and multi-use trail connectivity;
- Principles to be applied at the Neighbourhood Structure Plan stage for the distribution, compatibility, and integration of a mix of residential uses;
- Principles to be applied at the Neighbourhood Structure Plan stage for a maximum 400 m walking distance for access to public transit from all areas of the neighbourhood; and
- Principles to be applied at the Neighbourhood Structure Plan stage to ensure the provision of a range of housing forms for a variety of income levels and household types, including principles for the provision of affordable housing, in accordance with applicable Council approved objectives or policies.

Commercial

- Location, size, and general function of commercial uses;
- Provision and availability of commercial services including employment opportunities;

- Justification of commercial within the ASP based on trade area or population to be served, site area, distribution, and or Commercial Market Needs Assessment; and
- A Commercial Market Needs Assessment for participating lands where major, community and or regional-level shopping services will be provided within the plan area. This assessment will be prepared to the satisfaction of the Corporate Planning and Policy Section of the Planning and Development Department.

Parkland, Recreational Facilities and Schools

- Parkland, Recreational Facilities and Schools map showing the proposed concept including the location, size and distribution of city, district and community level education and recreational facilities (i.e. CKC, recreational facilities, park), general top of bank roadway / walkway, connectivity (i.e. major multi-use trail, pedestrian and parkland connections), and stormwater management facilities;
- Identification of the location, size, and distribution of city, district and community level education and recreation sites (including community league facilities) having regard for the distribution of similar type sites outside the immediate plan boundary;
- Potential designation of additional parkland on the basis of environmental conditions or residential density, following the provisions of the Municipal Government Act (MGA), the Municipal Development Plan, Natural Areas Systems Policy C-531, the River Valley Area Redevelopment Plan Bylaw, and the Urban Parks Management Plan;
- A Community Knowledge Campus (CKC) Needs Assessment for the plan area prepared by proponents of the ASP as per the City of Edmonton CKC Needs Assessment Guidelines while following the provisions of the MGA and Joint Use Agreement;
- A Parkland Impact Assessment (PIA) for the plan area prepared by proponents of the ASP to the satisfaction of Asset Management and Public Works Department.

Institutional / Urban Services

- Identification of the need for and location of major institutional and urban service uses within the plan area (e.g. including post-secondary institutions, library, ambulance, fire and police stations, cemeteries, service yards) in consultation with service providers (e.g. Edmonton Capital Health, Neighbourhood Community Development, Recreation Facility Services, Fire Rescue Services, Emergency Medical Services, Edmonton Police Service, Edmonton Public Library, and Edmonton Federation of Community Leagues) and Asset Management and Public Works Department; and
- Location of Fire Rescue Station, Emergency Medical Services, and or Police Department Station(s) adjacent to major arterial roadway to ensure response coverage is achieved. Stations may be at the same or separate locations as determined by each deployment model. Fire Rescue Services operates under City Council direction for response time targets which are identified in Fire Rescue Master Plan, Goal 1, Administrative Guideline 1.1 Fire Response Time Service Level Targets as specified in National Fire Protection Association 1710. Emergency Medical Services will meet response time targets as endorsed by City Council.

Mixed Use

- Location, size, and distribution of mixed use development within the plan area; and
- Justification of mixed use development within the ASP on the basis of population to be served, size of the area, and appropriate City policies.

Transportation

- Transportation Network map showing the conceptual location and design of the major transportation pattern and facilities including applicable top of the bank roadway / walkway (where applicable), freeways, interchanges, arterial and collector roadways, transit routes, High

Speed Transit (HST), park and ride facilities, transit centre, and identification of major access points to Provincial controlled highways, major creek and ravine crossing(s); and include the following qualification:

Note: This map is conceptual in nature. The specific location and alignment of major facilities, roadways, and services may be technically amended and change at time of subdivision.

- Provision of systems that support efficient vehicle circulation (i.e. express, freeway, arterial and major collector roadways, truck routes) having regard for the City of Edmonton Transportation Master Plan;
- Provision of convenient public transportation facilities and routes (i.e. standard and High-Speed Transit routing) to the satisfaction of Edmonton Transit;
- Provision of systems that support community walkability and pedestrian connectivity including major pedestrian connections, pathways and facilities;
- Multi-Use Trail system network and connectivity to surrounding area lands and City wide routes;
- Support of regional transportation systems including rail and other;
- Major right-of-ways and easements where required;
- Consideration of potential ecological and environmental impacts having regard for animal habitat and migration patterns, City of Edmonton Urban Traffic Noise Policy, dangerous goods route(s);
- Transportation Impact Assessment (TIA) for the plan area shall be prepared by proponents of the ASP, to the satisfaction of the Transportation Department; and
- Amendment to the Arterial Roads for Development Bylaw to create a new Arterial Roadway Assessment (ARA) catchment area to the satisfaction of the Transportation Department.

Infrastructure, Servicing and Staging

- Transportation Infrastructure map identifying roadway infrastructure and facilities staging required to support the ASP (e.g. roads, interchanges, estimated general completion time);
- Storm Drainage Network map identifying interim and permanent drainage catchment basin(s), low-lying sub-basins requiring special servicing considerations, and conceptual location of any major utility installation (i.e. storm water management facilities, storm trunks flow direction, drainage outfall(s)) with wider / external system connections required to serve the area;
- Water Network map identifying the conceptual location of the major water network, both interim and permanent, required to serve the area and connection points into the existing system (i.e. transmission mains, booster station(s), reservoir);
- Sanitary Network map identifying interim and permanent sanitary catchment basin(s), low-lying sub-basins requiring special servicing considerations, and conceptual location of any major utility installation (i.e. sanitary trunks flow direction, pumping stations) required to serve the area;
- Utility Network map showing the conceptual location of any interim or permanent major utility installation (electrical substation(s), electrical distribution line(s), telecommunication conduit, switching stations and towers, high pressure gas line distribution line(s) and gate stations) required to serve the area; and
- All Transportation Infrastructure, Storm Drainage, Water, Sanitary, and Utility Network maps will include the following qualification:

Note: This map is conceptual in nature. The exact location and alignment of land uses, major facilities, roadways, and services will be determined at zoning and subdivision stage.

- Planned development and staging of major storm, sanitary, water, and shallow utilities;
- Efficient and effective infrastructure and management having regard for potential off-site impacts;
- Utilization of existing, short, and long-term planned infrastructure and servicing;
- Underground mains and trunks, booster stations, water reservoirs, catchment area, storm water management facilities, and sanitary pumping stations;
- Right-of-ways, major easements, power lines, substations and service yards;
- Communication infrastructure and facility location (e.g. cell tower), site design, impacts and stakeholder consultation;
- Railway infrastructure and facility location (e.g. intermodal facility), site design, impacts and stakeholder consultation;
- Area Master Plan (AMP) for the plan area, as required by, and to the satisfaction of the Drainage Services Branch of the Asset Management and Public Works Department; and
- Hydraulic Network Analysis (HNA), as required by, and to the satisfaction of EPCOR Water

Special Use

- Location, size and function of any special land use(s) (e.g. business / employment area) compatible with provincial and municipal objectives, policies and programs; and
- Any other technical study, assessment, or information that Administration or City Council considers to be necessary.

Appendix

Applicants may provide any other necessary information in support of the application in this section.

2.2.3 Format Requirements

Preparation of the ASP document for formal submission shall conform to format requirements identified under Section 2.3.3.

2.3 PLAN APPLICATION AND CIRCULATION

2.3.1 Process

All formal submission requirements must be completed prior to acceptance and circulation of an ASP application. Formal submission of the ASP document to the Planning and Development Department will provide all content (Section 2.2.2), format (Section 2.3.3) and technical study (Appendix 4.2) requirements specified for the ASP application prior to the application being deemed complete and ready for circulation.

Once submission requirements and conditions have been met, the application will be assessed Land Development Application (LDA) fees and circulated to appropriate civic departments and agencies for review and comment. Review agencies are asked to provide comments in response to a formal application within 3 weeks. The Planning and Development Department will monitor the status of agency responses, advise applicant(s) accordingly, and call a meeting as necessary to deal with any outstanding technical issues or file complexities.

A public involvement event will be scheduled by the Planning and Development Department which will also notify property owners and invite other City departments as required soliciting public input into the plan prior to advancement to Council and Public Hearing.

A minimum of one public involvement event (e.g. Public Meeting) is required. Additional public involvement events (e.g. open house information session, charette) may be required depending on the nature the ASP, or if significant changes have been made to the plan as a result of circulation. Such events will comply with the City's Public Involvement Policy C-513.

2.3.2 Content Requirements

Formal application and submission of the ASP document to the Planning and Development Department for circulation shall provide all necessary content requirements specified in Section 2.2.2. This includes submission of necessary technical studies to the level of detail as required by reviewing department (see Appendix 4.2).

During circulation of the plan application, the ASP document may be further modified, updated or amended. Any changes to the document shall conform to the content requirements identified under these Terms of Reference and be completed prior to finalization of the ASP document.

All necessary technical studies shall be completed and summarized along with consultation(s) held with affected stakeholders prior to finalization of the ASP document and Planning and Development Department's formal report to Council for Public Hearing.

2.3.3 Format Requirements

Formal application and submission of the ASP document to the Planning and Development Department for circulation shall include:

- Four (4) copies on 21.5 cm x 28 cm (8½" x 11") paper;
- An electronic copy of the formal ASP submission document text (in Microsoft Word file format), mapping (PDF file format), and additional copy of the Land Use Concept map in AutoCAD on one (1) compact disk to the Planning and Development Department for review;
- All required maps formally submitted with appropriate title, plan boundaries, north arrow, scale, legend, known street names and qualifications as required. Additional maps which form an integral part of the ASP document shall be provided at an appropriate scale, page size and included within the body of the report. All mapping must be reproducible in greyscale (i.e. black and white) colour format. A sample AutoCAD file is available on the Planning and Development LDA website;
- Land Ownership map and table containing legal addresses and a list of registered and assessed owners, in conformance with Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act;
- A copy of all legal titles for lands within the plan area in excess of 2 ha (4.9 acres);
- A copy of formal letter from Provincial and Municipal confirming any interest and or ownership of participating lands within the plan area;
- Any additional technical figures and illustrations may be incorporated as necessary in support of the plan document;
- All required statistical summaries;
- All required technical studies (identified under Appendix 4.2) and or additional reports. These shall (be):
 - Provide a clear, concise review of findings under each component Policy section along with necessary associated map(s) or illustration(s);
 - Submitted in PDF electronic format on one (1) compact disk, and four (4) bound copies on 21.5 cm x 28 cm (8½" x 11") paper unless indicated otherwise by the primary reviewing department; in the case of EPCOR Water Services, applicants are required to submit only one (1) bound paper copy of the HNA; and
 - Submitted to the Planning and Development Department who will then forward these to the affected civic departments and or agencies (see Appendix 4.2)

- One copy of the submitted ASP document or summary thereof (i.e. executive summary, land use concept map, population and land use statistics) shall be provided for each registered owner upon request

Submission of ASP application fees is required at time of formal application. Once the application has been reviewed and deemed complete, Planning and Development will assess fees payable as per fee schedule established by City Council through the Fees Bylaw. Fees are payable online or by cheque within 15 days of assessment.

Where the ASP document is further modified, updated or amended during plan circulation, changes shall conform to format requirements identified under Section 2.3.3.

2.4 COUNCIL CONSIDERATION

2.4.1 Process

The ASP is referred to City Council for Public Hearing for consideration of the plan and in some cases (as per Schedule A to Ministerial Order No. L:005/08), to the Capital Region Board (CRB).

Where the ASP does not require review and a decision by the CRB, Council may adopt the plan with or without amendment, reject the plan or postpone decision.

Where the ASP must be referred to the CRB, this will be done prior to third reading of the plan Bylaw. Furthermore, Administration will present the proposed Bylaw to the Board for its review and decision. The CRB may approve or reject the plan or plan amendment. Once a decision has been reached, the proposed ASP Bylaw may be forwarded to City Council for consideration of third reading at Public Hearing. Council may adopt the plan with or without amendment, reject the plan or postpone decision.

Should the ASP be adopted, the City Clerk's Office will hold an official original hard copy of the complete ASP documentation along with an electronic copy as approved by City Council. A copy of the final City Council approved ASP will be posted on the Planning and Development Department website for public access and information. The Planning and Development Department will maintain a consolidated version of the ASP.

2.4.2 Content Requirements

Upon adoption of the ASP document as Bylaw, The Planning and Development Department and applicant (if required) will finalise any additional amendment(s) to the document as required by City Council arising from the Public Hearing.

2.4.3 Format Requirements

The final City Council approved ASP shall conform to format requirements identified under Section 2.3.3.

3 PLAN AMENDMENT REQUIREMENTS

All development proposals are reviewed by the Planning and Development Department (and at times the broader Administration) with regard to, among other things, their compliance to existing plans for the lands affected by the proposal. As a result, ASP policies, text, and mapping information may be amended from time to time in order to remain current and up-to-date in response to development and or issue(s) affecting the plan area.

3.1 PUBLIC CONSULTATION AND INVOLVEMENT

Applicants are responsible for consulting with stakeholders and providing opportunity for public involvement throughout the planning process in accordance with legislative requirements (e.g. MGA, City of Edmonton Public Involvement Policy C-513) and urban planning best practices.

In addition, planners (i.e. Planning and Development) will use the Land Development Application (LDA) Public Involvement Plan (PIP) to guide public involvement for each planning application.

3.2 PLAN AMENDMENT PREPARATION

3.2.1 Process

Where the owner (or owners) of the majority of land within the plan area wish to advance a development concept that appears to vary from an ASP, the applicant shall consult the Planning and Development Department and affected land owners, prior to formal application (see Figure 1 – Area Structure Plan Planning Process and Timeline). This planning process includes:

Consultation with Administration

If, in the opinion of the Planning and Development Department or Administration, a specific development proposal does not conform with an existing plan(s), the Planning and Development Department will inform the proponent of the basis of this evaluation.

In determining whether a development proposal will necessitate a plan amendment, the following criteria must be considered:

- Overall character of the ASP development concept. Will the proposal significantly impact the overall character of the ASP development concept? Changes which may have an impact given their overall magnitude include:
 - Change in the boundary of the plan due to necessitated addition / deletion of land from the plan area;
Note: amendment to the boundary of the ASP may require an additional amendment to the Arterial Roads for Development Bylaw.
 - Change in land use or pattern of land use development;
 - Increase / decrease in the compatibility, intensity and or population density of development; and
 - Significant change in community service requirements (e.g. surplus school site, Community Knowledge Campus, revised provision of Municipal Reserve or Environmental Reserve).
- Infrastructure and servicing concept. Will the proposal significantly impact the approved method and or design of development / servicing? Changes which may have an impact include:
 - Significant change in the servicing scheme (e.g. relocation of major infrastructure or services, alternative methods of stormwater management); and
Note: where a water feature or drainage course is proposed to be modified or altered, Provincial and Federal agencies must be contacted by the file planner.
 - Significant change in the transportation network as determined by the Transportation Department.
Note: amendment to an ASP that results in the addition or deletion of an arterial roadway may require an additional amendment to the Arterial Roads for Development Bylaw.
- Environmental and geotechnical considerations. Will the proposal significantly impact identified environmental resources or ecological system? Does the proposal identify unforeseen geotechnical issues or contamination that must now be dealt with? Changes which may have an impact include:
 - Subsequent identification of natural areas which would constrain or enhance the originally approved pattern of development;
 - Unforeseen geotechnical circumstances or information requiring revision to the overall development pattern, placement of municipal services, transportation system, an approved top-of-bank roadway, walkway location or development setback; and

- Other concerns, including previously undocumented soil or groundwater contamination, proximity of residential to heavy industry, major overhead power transmission lines, oil / gas transmission mains, pipelines, well-sites, storage and or processing facilities and right-of-ways.
- Other considerations. Any other considerations that would impact the approved implementation of the plan.

During consultation, the Planning and Development Department will provide preliminary comments on the merits of the proposal, its acceptability from a policy perspective and advise as to the manner in which the existing applicable plan(s) can be amended such that the development proposal and the applicable plan(s) is/are compatible.

Where necessary, Planning and Development will contact and or hold a meeting with internal and or external agencies regarding technical study requirements or matters related to a particular technical issue for further clarification or direction (e.g. Provincial and Federal agencies regarding contouring, dredging, removal of a natural water feature).

Consultation with Stakeholders

Plan amendments vary significantly in scope and impact. Accordingly, applicant(s) are encouraged to use discretion in consultation with affected land owners, civic agencies, Provincial and Federal departments (as necessary) in alignment with the City of Edmonton Public Involvement Policy C-513. This may include sharing information such as technical studies, initiating early consultation, and or creating opportunities for active stakeholder participation identified under Section 2.2.1. In all cases, consultations held with stakeholders will be summarized within the amendment document further outlined under 3.2.2.

Preparation of ASP Amendment

Amendment(s) to a residential ASP shall be prepared or submitted by the owner (or owners) of the majority of land within the plan area, or by qualified urban planning, municipal engineering and environmental consultants acting on their behalf. Alternatively, amendments to ASPs can be prepared by the City of Edmonton as may be deemed appropriate.

3.2.2 Content Requirements

Any amendment to ASP policy, text or mapping information shall be comprehensive, internally consistent, and in accordance with the Municipal Government Act, the City of Edmonton Municipal Development Plan (MDP), and Area Structure Plan Terms of Reference. Furthermore, supporting technical studies and or amendment to existing reports (e.g. Area Master Plan, Phase 1 Environmental Site Assessment) may be further identified and required to the satisfaction of the requesting Department at time of amendment preparation or circulation.

Preparation of the ASP amendment document must include the following four (4) sections: Introduction, Background, Amendment, and Amendment to Bylaw. Depending on the type of amendment, proposed changes will affect those ASP land strategies and or land uses described under Section 2.2.2 of these Terms of Reference.

Introduction

A brief statement of the following:

- Purpose of the proposed amendment; and
- Proponent(s) of the amendment including land ownership and agent(s) acting on their behalf

Background

A brief description of the following:

- Amendment location and area within the approved plan;

- Brief description of planning and development history for plan area including bylaw numbers and date of original plan adoption and any previous amendments; and
- Brief description of existing development conditions within and surrounding the plan amendment area (e.g. ecological connections, land use, infrastructure, development staging, subdivision)

Amendment

A concise description of (the):

- Proposed amendment(s) to the ASP land use concept;
- Rationale or justification for applicable amendment(s) that includes:
 - Description of how the proposed amendment complies with Capital Region Plan land use policies and principles;
 - Description of how the proposed amendment complies with higher order plans (e.g. Municipal Development Plan, Transportation Master Plan), policies and or regulations;
 - Description of how the proposed amendment implements or revises the original ASP's vision, goals, objectives, and / or policies in conformance with higher order plans or policies;
 - Description of expected on-site (and any significant off-site) impacts of the proposed amendment such as: change in land use area(s), total population and or density, traffic volume(s), available commercial area, park space, protected natural area(s), development staging and servicing);
 - A summary of any necessary technical report(s) or update(s) identified as part of the formal submission requirement; and
 - A summary of public involvement method(s) used, stakeholder participation and input concerning the amendment.

Amendment to Bylaw

- Specific changes required to the original ASP Bylaw document in terms of text, maps, illustrations, statistics and or policy tables to effect the proposed amendment. Applicants will identify those sections within the approved ASP Bylaw document to be changed, and state whether any information must be deleted and substituted, added to, or removed from the approved Bylaw document.

3.2.3 Format Requirements

Preparation of the ASP amendment document shall conform to format requirements identified under Section 2.3.3.

3.3 PLAN AMENDMENT APPLICATION AND CIRCULATION

3.3.1 Process

Formal submission of the ASP amendment application to the Planning and Development Department will provide all content (Section 2.2.2), format (Section 2.3.3) and technical study (Appendix 4.2) requirements specified prior to the application being deemed complete and ready for circulation. Once submission requirements and conditions have been met, Land Development Application fees will be assessed by the Planning and Development Department and application circulated to appropriate civic departments and agencies for review and comment.

A minimum of one public involvement event is required and will be scheduled by the Planning and Development Department as per Section 2.3.1 of these Terms of Reference.

3.3.2 Content Requirements

Formal application and submission of the ASP amendment document to the Planning and Development Department shall provide all necessary *content* requirements specified in Section

2.2.2. This includes submission of necessary technical studies to the level of detail as required by reviewing department (see Appendix 4.2).

During circulation of the plan amendment, the document may be further modified, updated or amended. Any changes to the document shall conform to the content requirements identified under these Terms of Reference and be completed prior to finalization of the ASP amendment document.

All necessary technical studies shall be completed and summarized along with consultation(s) held with affected stakeholders prior to finalization of the ASP amendment document and Planning and Development Department's formal report to Council for Public Hearing.

3.3.3 Format Requirements

Formal submission of an ASP amendment document shall include four (4) copies of the text along with electronic copies, legal titles for the amendment area, necessary technical studies, tables, maps, statistics and additional document copies as required under Section 2.3.3 of this Terms of Reference.

Submission of ASP amendment application fees is required with submission of formal application. Once the application is deemed complete, Planning and Development will review the LDA application and assess fees payable as per fee schedule established by City Council through the Fees Bylaw. Fees are payable online or by cheque within 15 days of assessment.

Where the ASP amendment document is further modified, updated or amended during plan circulation, changes shall conform to format requirements identified under Section 2.3.3.

3.4 COUNCIL CONSIDERATION

3.4.1 Process

Refer to Section 2.4.1 of these Terms of Reference for further information.

3.4.2 Content Requirements

Refer to Section 2.4.2 of these Terms of Reference for further information.

3.4.3 Format Requirements

Refer to Section 2.4.3 of these Terms of Reference for further information.

4 APPENDIX

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4.1 REQUIRED REFERENCES

The following list of Bylaws, policies, guidelines, and information, *must* be consulted and incorporated where applicable in the preparation of an ASP or its amendment. Additional sources may be further added as required.

Reference Category	Dept. Contact
Ecological / Environmental	
A Guide to Environmental Review Requirements	PD
C-512 Environmental Policy ; C-531 Natural Areas Systems	AMPW
Environmental Strategic Plan	AMPW
Guidelines for Determining Environmental Reserve (ER) Dedication for Wetlands and Other Water Bodies;	AMPW
Guidelines for the Preparation of Natural Site Assessments	AMPW
Guidelines for the Preparation of Natural Area Management Plans	AMPW
Inventory of Natural Areas (1993); Inventory of Natural Areas Addendum (2005)	AMPW
Land Development Process Policies and Guidelines for Potentially Contaminated Properties	PD
Public Lands Act	AE
North Saskatchewan River Valley Area Redevelopment Plan Bylaw; Natural Connections Strategic Plan	PD; AMPW
Risk Assessment	PD
Top-of-the-Bank Policy	PD, AMPW
Water Act	AE
Wetland Management in the Settled Area of Alberta	PD
Social / Cultural	
A Process of Resolving Intermunicipal Planning Issues	PD
Building Together: The City of Edmonton Low-Income and Special Needs Housing Strategy 2001-2011	AMPW
C-509 Naming Development Areas, Parks, Municipal Facilities, Roads and Honorary Roads	PD
C-513 City of Edmonton Public Involvement Policy	PD
Capital Region River Valley Park Plan of Action	AMPW
Child Friendly Edmonton Strategy	CMS
Community Knowledge Campus Needs Assessment; Design Guide for Safer Cities	PD
Future School Sites Study; Freedom of Information and Protection of Privacy Act	PD
Housing Mix Proportions in New Residential Development	PD
Joint Use Agreement	CMS, AMPW
Municipal Development Plan	PD
Municipal Government Act	AMA
Process for Disposal of Surplus School Sites	CMS
Smart Choices for Developing Our Community; Smart Choices Checklist	PD
Subdivision of Land; Suburban Neighbourhood Design Principles	PD
Urban Parks Management Plan; Ribbon of Green Master Plan; Parkland Impact Assessment	AMPW
Economic / Infrastructure	
Arterial Roadway Assessment	T
C-471B Public Consultation Process for Telecommunications Facilities	PD
C-515 Oil and Gas Facilities Policy	PD
C-535 Process for Developed Properties that are Currently Unserviced to Connect to City Services	PD
City of Edmonton Design and Construction Standards	AMPW;T;EWSI;CC
Erosion and Sedimentation Control Guidelines	AMPW
Heliport Zoning Regulations	AMA;PD
Land Titles Act – Restrictive Covenant	AMA
Location of Liquor Sales Outlet Report	PD
Multi-Use Trail Corridor Study;	T
Policy for Screen and Uniform Fences in Plans; Policy Guidelines for the Integration of Resource Operations and Urban Development; Railway Noise Study	PD
Stormwater Management Facilities Guidelines	AMPW
Subdivision Authority Directive: Planning for the Interface of Pipeline Rights-of-Way; Subdivision Authority Directive: Subdivision Design Guidelines	PD
Traffic Impact Assessments & Parking Assessments; Transportation Master Plan; Urban Traffic Noise Policy	T
<i>PD=Planning and Development Department; AE=Alberta Environment; AMA=Alberta Municipal Affairs; CMS=Community Services Department; T=Transportation Department; AMPW=Asset Management and Public Works Department; EWSI=EPCOR Water Services Inc.; CC=Capital Construction Department</i>	

4.2 TECHNICAL STUDY REQUIREMENTS

Specific technical information may be required at the formal application stage and during circulation of the ASP. The need for particular planning studies and level of detail required for *Preliminary Reports* (in particular) should be confirmed by the applicant(s) with the reviewing City Department prior plan preparation and undertaking technical studies.

Technical studies may be submitted in preliminary or completed form to the satisfaction of the reviewing City Department. Information regarding the study type, timing, requirement, and reviewing City Department is provided below. All technical studies are to be submitted through the Planning and Development Department.

Area Structure Plan Technical Report Requirements			
Technical Report	Required at Formal Application	Required prior to Plan Finalization	Reviewing City Department
Area Master Plan (AMP)	Preliminary Report	Completed Report	AMPW
Commercial/Retail Market Needs Assessment	As required	Completed Report	PD
Community Knowledge Campus Needs Assessment (CKCNA)	Preliminary Report	Completed Report	PD
Ecological Network Report (ENR) – Stage 1	Preliminary Report	Completed Report	AMPW
Environmental Site Assessment (ESA) – Phase 1*	Completed Report		PD
Historical Resources Overview (HRO)	Completed Report		PD
Hydraulic Network Analysis (HNA)	Preliminary Report	Completed Report	EWSI
Parkland Impact Assessment (PIA)	Preliminary Report	Completed Report	AMPW
Risk Assessment	As required	Completed Report	As specified
Transportation Impact Assessment (TIA)	Preliminary Report	Completed Report	T
Any other report / study considered necessary by Administration or Council	As required	Completed Report	As required

PD=Planning and Development Department; T=Transportation Department; AMPW=Asset Management and Public Works Department; EWSI=EPCOR Water Services Inc.

Note:

Applicants are advised to visit the City of Edmonton website www.edmonton.ca for up-to-date ASP Terms of Reference and technical report requirements.

All *Preliminary Reports* submitted at Formal Application must be completed during circulation of the plan and re-submitted as a *Completed Report* prior to finalization of the ASP document and completion of Planning and Development Department's formal report to Council for Public Hearing

* Where a Phase 1 Environmental Site Assessment (ESA) has been previously approved for participating lands and is older than one (1) year but less than five (5) years, a Phase 1 ESA Update will be required.

4.3 DOCUMENT STANDARDS

4.3.1 Template – Table of Contents

Applicants will prepare all new residential ASPs using the following template and document headings to organize the report where applicable.

I. Administration

- Purpose
- Authority
- Timeframe
- Interpretation
- Amendment

II. Plan Context

- Location
- Background
- Land Ownership
- Site Context
- Public Involvement

III. Land Use, Transportation, and Servicing

- Land Use Concept and Population Statistics
- Vision
- Goals and Objectives
- Policy
 - Green Development
 - Urban Design
 - Ecology
 - Environment
 - Historical Resources
 - Residential
 - Commercial
 - Parkland, Recreation Facilities and Schools
 - Institutional / Urban Service
 - Mixed Use
 - Transportation
 - Infrastructure, Servicing and Staging
 - Special Use

IV. Appendix

4.3.2 Example – Administration Section

1 ADMINISTRATION

1.1 Purpose

The purpose of this Area Structure Plan is to establish a framework for future land use planning, and the provision of municipal infrastructure, services and amenities in...

1.2 Authority

Authority to prepare this Area Structure Plan was granted by City Council on...

The Southeast ASP (as amended) was adopted by Council June 30, 2005 under Bylaw 14010 in accordance with section 633 of the Municipal Government Act...

1.3 Timeframe

This plan was conceived and prepared in anticipation of sustained growth and the steady absorption of serviced land in the Ellerslie area. While no specific timeline is forecast within the Southeast ASP, it is anticipated that neighbourhoods within the plan area will be totally built out within 20-25 years.

1.4 Interpretation

All map symbols, locations and boundaries contained within the Southeast ASP shall be interpreted as approximate unless otherwise specified within the plan, or coincide with clearly recognizable physical features or fixed (i.e. legal) boundaries.

1.5 Amendment

Policies, text, and mapping information contained within the Southeast ASP may be amended from time to time in order to remain current and up-to-date in response to broader or more specific issue(s) affecting the plan area.

Any change to policy, text or mapping information contained within the Southeast ASP shall be in accordance with the Municipal Government Act and the Terms of Reference for the Preparation and Amendment of Suburban Area Structure Plans.

4.3.3 Example – Plan Context Section

2 PLAN CONTEXT

2.1 Location

The Southeast ASP is situated in southeast Edmonton. The Plan encompasses approximately 664 hectares (1641 acres) and contains three suburban residential neighbourhoods (see Figure 1.0 – Location). The lands located within the Plan include the south half of Section 26-51-24-W4M and all of Sections 23-51-24-W4M and 14-51-24-W4M. The Southeast ASP is defined by the following general boundaries ...

2.2 Background

The Southeast ASP is located approximately 3.2 kilometres east of Highway 2 (Gateway Boulevard) and less than one kilometre south of the southeast leg of Edmonton's Ring Road (Anthony Henday Drive). Immediately west of 66 Street is the Ellerslie Area Structure Plan and the Wernerville subdivision. Immediately north of Anthony Henday Drive (from Gateway Boulevard in the west to Highway 216 in the east) is the South Edmonton Common commercial area, the Edmonton Research and Development Park, the Mill Woods residential area, and The Meadows residential area. ...

2.3 Land Ownership

Typically, suburban areas are brought to market by land developers who finance the purchase of undeveloped land and then the costs associated with planning, engineering and servicing it. These costs are considerable and smaller, non-developer owners are often unwilling to participate financially in the preparation of Plans and the development of land. In some cases, the complete build out of suburban neighbourhoods can be impeded by owners who are either not able or unwilling to develop their lands for urban uses. As of 2005, the majority of land in the Southeast ASP (and nearly all of the land in Neighbourhoods One and Two) is either owned, or under option to purchase, by ...

2.4 Site Context

The majority of the lands within the Southeast plan are primarily used for agricultural purposes. Some vegetation and a number of small woodlots and associated sloughs are scattered throughout the Plan area. A number of natural areas are situated in the central portion of the plan area (see Figure 3.0 – Site Features) as identified in the City of Edmonton's Inventory of Environmentally Sensitive and Significant Natural Areas (1993)...

The Province of Alberta has declined to claim any existing water bodies or watercourses within the Plan area under the Public Lands Act. The City of Edmonton Table Lands Inventory of Environmentally Sensitive and Significant Natural Areas (1993) identifies six (6) Natural Areas within the Southeast ASP. The report describes natural areas as ...

2.5 Public Involvement

Letters of notification were sent to ninety-six (96) land owners within the plan area. Due to the significant number of calls regarding preparation of the plan, a three day open house and visioning workshop was held. The open house information session was held October 13, 2004 prior to the two day visioning workshop (held October 16, 2004) to help answer basic questions and concerns regarding preparation of the plan. Participating stakeholders included thirty-nine (39) local residents, one representative from EFCL, both Ward Councillors, two members from Canadian National Railway, and City staff from Transportation...

Participants at the open house generally supported the idea of preparing a plan for the area. However, a number of residents were concerned about the retention of natural areas south of...

4.3.4 Example – Land Use, Transportation, and Servicing Section

3 LAND USE, TRANSPORTATION, AND SERVICING

3.1 Land Use Concept and Population Statistics

The Southeast ASP will be primarily developed as a new residential community as shown in Figure 4.0 – Neighbourhood Units, and Figure 5.0 – Land Use Concept. A range of housing densities, types, and choices will be encouraged and implemented based on market conditions and consumer preferences. Subsequent planning applications will be evaluated with respect to creating opportunities for affordable housing in the Plan area. Residential densities for neighbourhoods in the plan are outlined in Table 2 – Land Use Concept and Population Statistics. More detailed residential and unit densities will be established at ...

3.2 Vision

The Southeast Area Structure Plan (ASP) strives to establish a vibrant and sustainable community in Southeast Edmonton where people will choose to live, learn ...

3.3 Goals and Objectives

Residential Mix

- To establish residential dwelling and population densities reflective of a more compact city form and a range of choice in housing types. This directly supports Focus Edmonton (MDP) Policy...

3.4 Policy

3.4.1 Green Development... 3.4.2 Urban Design... 3.4.3 Ecology...

3.4.6 Residential

The Southeast ASP shall provide opportunities for a range of residential densities, innovative housing types, alternative site designs and unique building sites that contribute to a sustainable residential land use pattern and development form. ...

Objective	ASP Policy	Implementation
3.4.1(a) To establish residential dwelling and population densities reflective of a more compact city form and a range of choice in housing types....	3.4.1(a) Higher density residential development will be located near collector roadways and major commercial nodes within the plan area	3.4.1(a) Southeast Neighbourhood One will locate High-rise units adjacent commercial development in the southeast portion of that neighbourhood along Eilerslie Road.
3.4.1(b)...

Rationale

Location of higher density development along major collector roadways near major community nodes supports early transit development, neighbourhood walkability and general compact urban form. High quality design will further ensure...

Technical Summary

No residential-specific reports were further identified.

4.3.5 Template – Land Use Concept and Population Statistics

Applicants will prepare a statistical summary for all ASP applications using the following template:

AREA STRUCTURE PLAN LAND USE CONCEPT AND POPULATION STATISTICS*

	Area (ha)	% of GA	NBHD1	NBHD2	NBHDx	NBHDx
GROSS AREA	#	100.0%	#	#	#	#
Natural Area (Environmental Reserve)	#	%	#	#	#	#
Pipeline & Utility Right-of-Way	#	%	#	#	#	#
Arterial Road Right-of-Way	#	%	#	#	#	#
GROSS DEVELOPABLE AREA*	#	100.0%	#	#	#	#
Existing Land Uses	#	%	#	#	#	#
Commercial	#	%	#	#	#	#
Parkland, Recreation, School (Municipal Reserve)						
District Park	#	%	#	#	#	#
CKC / School / Park	#	%	#	#	#	#
Natural Area (Municipal Reserve)	#	%	#	#	#	#
Institutional	#	%	#	#	#	#
Fire Station	#	%	#	#	#	#
Transportation						
Circulation	#	%	#	#	#	#
Transit Centre	#	%	#	#	#	#
Park and Ride	#	%	#	#	#	#
Infrastructure and Servicing						
Stormwater Management	#	%	#	#	#	#
TOTAL Non-Residential Area	#	%	#	#	#	#
Net Residential Area	#	%	#	#	#	#

RESIDENTIAL LAND USE AREA, UNIT & POPULATION COUNT**

Land Use		ASP	NBHD1	NBHD2	NBHDx	NBHDx
Single/Semi-Detached [↓]	Area (ha)	#	#	#	#	#
25 upnrha	Units	#	#	#	#	#
2.8 ppu	Population	#	#	#	#	#
Row Housing ^{↓↓}	Area (ha)	#	#	#	#	#
45 upnrha	Units	#	#	#	#	#
2.8 ppu	Population	#	#	#	#	#
Low-rise/Medium Density Housing ^{↓↓↓}	Area (ha)	#	#	#	#	#
90 upnrha	Units	#	#	#	#	#
1.8 ppu	Population	#	#	#	#	#
Medium to High Rise Units ^{↓↓↓↓}	Area (ha)	#	#	#	#	#
225 upnrha	Units	#	#	#	#	#
1.5 ppu	Population	#	#	#	#	#
Total Residential						
	Area (ha)	#	#	#	#	#
	Units	#	#	#	#	#
	Population	#	#	#	#	#

AREA STRUCTURE PLAN LAND USE CONCEPT AND POPULATION STATISTICS (continued)

	ASP	NBHD1	NBHD2	NBHDx	NBHDx
SUSTAINABILITY MEASURES					
Population Per Net Hectare (ppnha)	#	#	#	#	#
Units Per Net Residential Hectare (upnrha)	#	#	#	#	#
Population (%) within 500m of Parkland	%	%	%	%	%
Population (%) within 400m of Transit service	%	%	%	%	%
Population (%) within 600m of Commercial service	%	%	%	%	%
Presence/Loss of Natural Areas					
Protected as Environmental Reserve (ha)	#	#	#	#	#
Conserved as naturalized Muncipal Reserve (ha)	#	#	#	#	#
Protected through other means (please specify) (ha)					
Lost to Development (ha)	#	#	#	#	#
STUDENT GENERATION COUNT**					
Public School Board	#	#	#	#	#
Elementary School	#	#	#	#	#
Junior / Senior High School	#	#	#	#	#
Separate School Board	#	#	#	#	#
Elementary School	#	#	#	#	#
Junior High School	#	#	#	#	#
Senior High School	#	#	#	#	#
Francophone School Board	#	#	#	#	#
Elementary School	#	#	#	#	#
Junior High School	#	#	#	#	#
Senior High School	#	#	#	#	#
Total Student Population	#	#	#	#	#

Notes:

* Where the vision, goals and objectives of an ASP reflect the context of a particular area, some land uses may not be entirely necessary or desirable.

** Calculations for Neighbourhoods reflect a general framework for future development and are estimates. Detailed calculations will be prepared during the NSP approval stage. Applicants are advised to consult with the Planning and Development Department for up-to-date housing mix guidelines, unit and population factors, and School Boards specifically regarding school need and student generation factors. Residential land use is generally depicted on the Land Use Concept map.

↓ This land use is further prescribed under RF1, RPL, RSL, RF2, RF3, RF4 Zoning and includes triplex and fourplex dwellings.

↓↓ This land use is further prescribed under RF5 Zoning.

↓↓↓ This land use is further prescribed under RF6 and RA7 Zoning.

↓↓↓↓ This land use is further prescribed under RA8 and RA9 Zoning.

4.4 GLOSSARY

Amenities. All public facilities, cultural activities, programs and environmental features that serve to enhance the physical setting of a community.

Area Redevelopment Plan. A statutory plan that is primarily applied to mature areas and may designate an area for the purpose of preservation or improvement of land and buildings; rehabilitation of buildings; removal of buildings and/or their construction and replacement; or, the relocation and rehabilitation of utilities and services.

Area Structure Plan. A statutory plan that identifies where residential, commercial, institutional and recreational sites will be located and how essential municipal services such as water and sewer systems, roads and fire protection will be provided. These plans also describe the number of people that are expected to live in the new area and how development will be staged over time.

Business and Employment Area. An area where commercial, industrial and business activities take place and where the primary land use is commercial and/or industrial.

Business Employment. Development which includes commercial, office and service type activities and services located on / nearby major public roadways with high visibility and / or access.

Commercial. Development which includes retail, office, and commercial uses serving neighbourhood, community, and regional consumer needs.

Complete Report. A finalized technical report detailing the scope, parameters, concept and or findings concerning a particular land use proposal, component or plan.

Density. The number of dwelling units or the square meters of floor space in commercial and industrial buildings per acre or hectare.

Focal Point. Means a grouping of facilities and infrastructure within a common geographic location which acts as a destination point for a variety of purposes to serve a neighbourhood or community.

Goal. A general aim or purpose in support of a larger vision of a plan.

Greenway. A linear park or public open space (minimum width of 10 metres) that connects parks and other public open spaces to one another. Greenways will be active recreation spaces and will accommodate active transportation options for the community (e.g., walking or cycling to work, etc.).

Gross Developable Area. The total area of a parcel of land less the land required to be provided as pipeline/utility right-of-way, arterial road widening, environmental reserve and the land made subject to an environmental reserve easement.

High Impact Development. Any land use which, because of its type, scale, location or intensity, may generate negative off-site, cross border impacts including, but not limited to, traffic, emissions, noise, odours, nuisance, visual obstruction or intrusion, servicing demands, hazards to persons or property or other.

Industrial. Development which includes manufacturing, processing, assembly, distribution, service and or repair.

Infrastructure. The services and facilities in which Edmonton has capital investment and maintenance responsibilities, including roadways, sidewalks, bridges, street lights and traffic signals, transit buses, light rail transit facilities, solid waste management systems, potable water distribution system, storm sewers, sanitary sewers, sports fields, playgrounds, arenas, pools, police and emergency response stations, vehicles and equipment, civic buildings, parks, boulevard trees and computer and telecommunications equipment.

Institutional. Development which includes publicly and privately owned facilities of an institutional or community service nature (e.g. religious assembly, cemetery, library, museum, art gallery).

Intermunicipal Development Plan. A statutory plan jointly prepared by neighbouring municipalities to establish strategic policies and identify issues of mutual interest that overlap municipal boundaries.

Intermunicipal Fringe. The Intermunicipal fringe is a strip of land extending 3.2 km or less inward from the City of Edmonton's border and is illustrated on Maps 4A, 4B, 4C and 4D in Schedule A of the MDP. The intermunicipal fringe does not include statutory area plans.

Involvement. The term used to cover the continuum of purposes or phases for engaging the public in municipal issues. The continuum includes sharing information, consultation to test ideas and collaborating to build solutions and active participation in decision making.

Linkage. Physical means of pedestrian-related connection of one building or activity centre with another, by means of walkway, trail, pedway or sidewalk.

Mixed Use Development. Development designed for more than one type of land use on the same parcel of land and often within the same building such as residential and retail development; residential, office/retail development; office/warehouse developments, etc.

Mutli-Use Trail. A linear recreation corridor and associated facilities which is marked, mapped, and maintained and allows for travel by people using non-motorized modes.

Natural Area. An area of land or water that is dominated by native vegetation and relatively undisturbed by human activity. Such areas could include grasslands, forests, wetlands, peatlands, or riparian areas. Groomed parks and fields (i.e. un-programmed spaces), recreation areas for sports and school yards (i.e. programmed spaces) are not included in this definition.

Natural Site. Environmentally sensitive areas and significant natural areas identified in the Inventory of Environmentally Sensitive and Significant Natural Areas, City of Edmonton, 1993.

Neighbourhood. A residential area, designed as a separate unit, having an appropriate mix of housing and dwelling types with convenience-type commercial facilities, and, where appropriate, schools or park facilities.

Neighbourhood Area Structure Plan. A statutory plan for a neighbourhood within an SCDB or for a neighbourhood physically separate from other planned areas that constitutes a discrete planning unit; comparable to an NSP as it applies to a smaller area, typically based on a single neighbourhood. Neighbourhood Area Structure Plans identify where residential, commercial, institutional and recreational sites will be located and how essential municipal services such as water and sewer systems, roads and fire protection will be provided. These plans also describe the number of people that are expected to live in the new area and how development will be staged over time.

Neighbourhood Structure Plan. A statutory plan for a smaller area within an ASP that identifies in greater detail where residential, commercial, institutional and recreational sites will be located and how essential municipal services such as water and sewer systems, roads and fire protection will be provided. These plans also describe the number of people that are expected to live in the new area and how development will be staged over time.

North Saskatchewan River Valley and Ravine System. The North Saskatchewan River Valley, its banks and the banks of its tributary system within the City of Edmonton.

Objective. A specific aim or purpose formulated to achieve a measurable effect within a particular timeframe in support of a goal.

Open Space. All land and water areas, either publicly owned or offering public access.

Policy. A set of formalized ideas or approach to a particular situation or occurrence in fulfillment of a plan's objectives, goals and vision.

Preliminary Report. An initial technical report outlining the general scope, parameters, concept and or general findings concerning a particular land use proposal, component or plan.

Public. The most general and inclusive term for participants of public process in the municipal context. This term includes individuals, not-for-profit, community and corporate organizations.

Public Involvement. Will be used to represent the various methods of engaging the people of Edmonton in discussions about civic matters that affect them.

Public Utility. A system or works used to provide for such services as sewage disposal and any other public utility defined under the Municipal Government Act.

Recreational Land Use. A public or private athletic or recreational facility or amenity, a joint-use site or a park or playground which serves the surrounding neighbourhood or community.

Residential. Development which includes all manner of dwellings intended for habitation by persons and their associated ancillary uses.

School / Park. Development which includes public land for learning institutions along with active and passive recreational uses.

Servicing Concept Design Brief. A non-statutory plan adopted by Council resolution, which provides a generalized framework for municipal infrastructure and servicing, planning and development guidelines and basic environmental requirements to facilitate the staged submission of Neighbourhood Area Structure Plans.

Statutory Plan. A plan adopted by municipal bylaw under the authority of provincial legislation. Examples are: an intermunicipal development plan, a municipal development plan, an area structure plan and an area redevelopment plan.

Suburban Areas. The area shown on Map 1 of the MDP which includes all neighbourhoods developed since 1970, lands approved for development and lands suitable for future residential development.

Sustainable Development. Development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

Table Lands. Those suburban and agricultural lands, outside of the North Saskatchewan River Valley and Ravine System, which were annexed to the City of Edmonton in 1982.

Technical brief. A specialized, draft report *outlining* the general scope, parameters, concept and general findings concerning a particular component of a land use plan; and

Technical report. A specialized, completed report *detailing* the scope, parameters, concept and findings among other information concerning a particular component of a land use plan.

Transit-Oriented Development. Refers to intensive, comprehensive, pedestrian-friendly development that is built within easy walking distance of a major transit station and generally includes a compact mix of different land uses that by design, are oriented to promote pedestrian activity.

Vision. An image of a future state a person or group seeks to create for a planning area.

Zoning Bylaw. The bylaw that divides the city into land use zones and establishes procedures for processing and deciding upon development applications. It sets out rules which affect how each parcel of land in the city may be used and developed. It also includes a zoning map.