

# Procedure

## Planning Referrals and Notifications with Regional Partners



This procedure falls under Administrative Policy A1475 *Planning Referrals and Notifications with Regional Partners*

<b>Program Impacted</b>	Land Development <i>Edmonton is developed to support growth and social, cultural, economic and environmental well-being.</i>
<b>Approved By</b>	City Manager
<b>Date of Approval</b>	April 8, 2021
<b>Approval History</b>	N/A
<b>Next Scheduled Review</b>	April 8, 2024

### Application

- Edmonton will refer planning and land use proposals to regional partners in accordance with the minimum requirements specified in Table 1 below.
- To obtain broad feedback on important issues, Edmonton may refer any plan or proposal to other agencies or to other municipalities that may be affected. Edmonton may also increase the referral distance on a case by case basis.

### Requirements

- When processing a planning or land use application that is in proximity to the City of Edmonton Boundary, the following referral requirements in Table 1 will be used to share information and seek feedback.
- Referrals will be conducted primarily by email. Requests made by partners for extensions will be considered on a case by case basis. Extra time may be necessary to allow for interdepartmental referrals, Council meeting schedules or referrals conducted by mail.
- Further to Table 1, the City of Edmonton has agreed to refer planning and land use proposals in the Intermunicipal Planning Framework Study Area (all lands south of 41 Avenue SW and east of 91 Street SW (Range Road 243)) as per the requirements set out in the [Intermunicipal Planning Framework](#) with the City of Beaumont and Leduc County.

## Definitions

- High Impact Development: Any land use which, because of its type, scale, location or intensity, may generate off-site, cross-border impacts including, but not limited to, obstruction or intrusion, servicing demands, hazards to persons or property or other environmental impacts.
- Highway Corridor Areas: The land on both sides of major regional highways. The width and extent of these areas may vary depending on the issues and will be determined through consultation with adjacent municipal neighbours and Alberta Transportation.
- Non-municipal entities: Key stakeholders that are adjacent to Edmonton and operate under other legislative frameworks. Examples include Enoch Cree Nation, Edmonton International Airport and Canadian Forces Base Edmonton.
- Regional Partners: Municipal and non-municipal entities that share a boundary with Edmonton. In this circumstance, it does not include the Edmonton Metropolitan Region Board or its members that do not share a boundary with Edmonton.

**Table 1**

Type of Referral	Referred To	Response Time (calendar days)
<b>Part 1) Major Plans and Bylaws</b>		
Municipal Development Plan (MDP) and amendments	All adjacent municipalities and non-municipal entities	28
Zoning Bylaw Renewals and major general text amendments (with intermunicipal impact).	All adjacent municipalities and non-municipal entities	28
Zoning Bylaw site-specific text amendments (excluding rezonings)	All adjacent municipalities and non-municipal entities for sites within 1.6 km from a shared boundary	28
Intermunicipal Development Plans (IDP) and amendments	Municipalities that adopted the plan and adjacent municipalities and non-municipal entities within or 1.6 km of the plan or plan amendment	28
District Plans and Amendments	Municipalities and non-municipal entities within 1.6 km of any portion of the new plan area or within 1.6 km of the proposed area being amended	28 for new plans 21 for amendments
Servicing Concept Design Briefs and amendments (approved by Council Resolution)	Municipalities and non-municipal entities within 1.6 km of any portion of the new plan area or within 1.6 km of the proposed	28 for new plans 21 for amendments

	area being amended	
Area Structure Plans (ASP) and amendments	Municipalities and non-municipal entities within 1.6 km of any portion of the new plan area or within 1.6 km of the proposed area being amended	28 for new plans 21 for amendments
Neighbourhood Area Structure Plans (NASP) and amendments	Municipalities and non-municipal entities within 1.6 km of any portion of the new plan area or within 1.6 km of the proposed area being amended	28 for new plans 21 for amendments
Neighbourhood Structure Plans (NSP) and amendments	Municipalities and non-municipal entities within 1.6 km of any portion of the new plan area or within 1.6 km of the proposed area being amended	28 for new plans 21 for amendments
Area Redevelopment Plans (ARP) and amendments	Municipalities and non-municipal entities within 1.6 km of any portion of the new plan area or within 1.6 km of the proposed area being amended	28 for new plans 21 for amendments

Type of Referral	Referred To	Response Time (calendar days)
<b>Part 2) Within an adopted District Plan, ASP, NASP, NSP or ARP in Border Areas</b>		
All complying proposals (including Zoning Bylaw amendments (rezonings), subdivisions, Development and Permit applications)	No referrals required	N/A
All non-complying proposals (including Zoning Bylaw amendments (rezonings), subdivisions, and Development Permit applications)	Municipalities and non-municipal entities within 1.6 km of the proposal	21

Type of Referral	Referred To	Response Time (calendar days)
<b>Part 3) Where no District Plan, ASP, NSP, or ARP is adopted in Border Areas</b>		
Zoning Bylaw amendments (rezonings)	Municipalities and non-municipal entities within 3.2 km of the proposal where the proposal is located south of 41 Avenue SW, within 1.6 km for all other areas of Edmonton	21

Any proposal inconsistent with the Zoning Bylaw (example: proposed variance(s) for development permit application)	Municipalities and non-municipal entities within 3.2 km of the proposal where the proposal is located south of 41 Avenue SW, within 1.6 km for all other areas of Edmonton	21
Subdivision applications	Municipalities and non-municipal entities within 3.2 km of the proposal where the proposal is located south of 41 Avenue SW, within 1.6 km for all other areas of Edmonton	21
Development Applications - Discretionary uses	Municipalities and non-municipal entities within 3.2 km of the proposal where the proposal is located south of 41 Avenue SW, within 1.6 km for all other areas of Edmonton	21

Type of Referral	Referred To	Response Time (calendar days)
<b>Part 4) Other Development Applications and Land Use Proposals (notwithstanding Parts 1-3 above)</b>		
Heavy Industrial proposals	Municipalities and non-municipal entities within 3.2 km of the proposal	21
Road Closure bylaws	Municipalities and non-municipal entities within 1.6 km of the proposal	21
Extractive resource operations (including sour gas)	Municipalities and non-municipal entities within 3.2 km of the proposal	21
Intensive livestock proposals	Municipalities and non-municipal entities within 3.2 km of the proposal	21
Major proposals in Highway Corridor Areas	Municipalities and non-municipal entities within 3.2 km of the proposal located along a Provincially designated highway	21
Other high impact developments	Municipalities and non-municipal entities within 3.2 km of the proposal	21