

TOWN OF SHELLBROOK

OFFICIAL COMMUNITY PLAN

PREPARED FOR:

THE TOWN OF SHELLBROOK

PREPARED BY:

CROSBY HANNA & ASSOCIATES
LANDSCAPE ARCHITECTURE AND PLANNING
SASKATOON, SK

NOVEMBER 2012

The Town of Shellbrook

Bylaw No. _____

A Bylaw of the Town of Shellbrook to adopt an Official Community Plan.

The Council of the Town of Shellbrook, in the Province of Saskatchewan, in open meeting assembled enacts as follows:

- (1) Pursuant to Section 29 of *The Planning and Development Act, 2007* the Council of the Town of Shellbrook hereby adopts the Town of Shellbrook Official Community Plan, identified as Schedule "A" to this bylaw.
- (2) The Mayor and Town Administrator are hereby authorized to sign and seal Schedule "A" which is attached to and forms part of this bylaw.
- (3) This bylaw shall come into force on the date of final approval by the Minister of Municipal Affairs.

Read a First Time the _____ day of _____,

Read a Second Time the _____ day of _____,

Read a Third Time the _____ day of _____,

Adoption of this Bylaw this _____ day of _____,

SEAL

(Mayor)

(Town Administrator)

Certified a True Copy of the Bylaw adopted by Resolution of Council

On the _____ Day of _____, of the year _____

(signature) _____, (date) _____

A Commissioner for Oaths in the Province of Saskatchewan

My appointment expires _____

THE TOWN OF SHELLBROOK
OFFICIAL COMMUNITY PLAN

Being Schedule "A" to Bylaw No. _____
of the Town of Shellbrook

(Mayor)

(Town Administrator)

SEAL

CONTENTS

1.	INTRODUCTION	1
1.1	AUTHORITY	1
1.2	SCOPE AND PURPOSE	2
2.	GOALS	3
3.	OBJECTIVES AND POLICIES	5
3.1	RESIDENTIAL	5
3.2	COMMERCIAL	10
3.3	INDUSTRIAL	15
3.4	TRANSPORTATION & UTILITIES	18
3.5	COMMUNITY SERVICES	21
3.6	AMENITIES AND DEDICATED LANDS	24
3.7	BIOPHYSICAL CONSTRAINTS ON DEVELOPMENT	27
3.8	INTER-MUNICIPAL AND JURISDICTIONAL COOPERATION	29
3.9	AGRICULTURAL LAND AND FRINGE AREAS	32
3.10	NATURAL AND HERITAGE RESOURCES	34
4.	IMPLEMENTATION	37
4.1	ZONING BYLAW	37
4.2	OTHER IMPLEMENTATION TOOLS	39
4.3	OTHER	42
5.	MAPS	44

1. INTRODUCTION

1.1 AUTHORITY

In accordance with Sections 29 and 32 of *The Planning and Development Act, 2007* (*The Act*), the Council of the Town of Shellbrook has prepared and adopted this Official Community Plan to provide the Town with goals, objectives and policies relating to approximately 20 years of future growth and development within the community.

Section 32 of *The Act* provides that the Official Community Plan is required to contain statements of policy with respect to:

- (a) sustainable current and future land use and development in the municipality;
- (b) current and future economic development;
- (c) the general provision of public works;
- (d) the management of lands that are subject to natural hazards, including flooding, slumping and slope instability;
- (e) the management of environmentally sensitive lands;
- (f) source water protection; and
- (g) the means of implementing the Official Community Plan.

The Province of Saskatchewan adopted the Statements of Provincial Interest Regulations effective March 29, 2012 applicable to community planning and development under Section 7 of *The Act*. Section 8 of *The Act* provides that every Official Community Plan and Zoning Bylaw be consistent with the Statements of Provincial Interest Regulations. In general, the Statements of Provincial Interest Regulations address:

- (a) Agriculture and Value-Added Agribusiness
- (b) Biodiversity and Natural Ecosystems
- (c) First Nations and Métis Engagement
- (d) Heritage and Culture
- (e) Inter-municipal Cooperation
- (f) Mineral Resource Exploration and Development
- (g) Public Safety
- (h) Public Works
- (i) Recreation and Tourism
- (j) Residential Development
- (k) Sand and Gravel
- (l) Shore Lands and Water Bodies
- (m) Source Water Protection

- (n) Transportation

1.2 SCOPE AND PURPOSE

The policies of this Official Community Plan address the need for future land use planning in the Town of Shellbrook as well as other matters related to its physical, social and economic development. The policies are intended to provide the Town of Shellbrook with direction and guidelines for establishing bylaws, programs and decision making on future land use and development proposals in the Town. All development within the incorporated area of the Town of Shellbrook shall conform to the objectives and policies contained in this Official Community Plan.

2. GOALS

The planning goals for the Town of Shellbrook are as follows:

- (1) To direct development and growth of Shellbrook towards a diversification of land use activity in a manner that will maintain a positive relationship with environmental values, resource capabilities, community strengths and the broader region.
- (2) To protect the “small town” atmosphere of Shellbrook, while allowing land owners to develop suitable portions of their land, in an orderly, cost-efficient and appropriate way, consistent with the purpose and within financial capability of the community.
- (3) To promote and encourage innovative and sustainable development within the community, enhancing residents’ quality of life while conserving natural and financial resources.
- (4) To encourage commercial and industrial business development that is compatible with the Town of Shellbrook’s character and environmental values, providing new employment opportunities and contributing to tax revenues.
- (5) To promote the redevelopment of lands with existing infrastructure and public services and the maintenance and rehabilitation of existing residential, commercial and industrial structures.
- (6) To encourage a diversity of housing types.
- (7) To provide for an adequate supply of developable land to meet existing and future market demands for residential, commercial and industrial uses.
- (8) To increase population.
- (9) To pursue partnerships and opportunities on economic development and other areas such as infrastructure and service delivery.
- (10) To market and promote the Town of Shellbrook as a safe, affordable place to live.
- (11) To obtain the support and assistance of senior governments in the realization of the goals and objectives of this plan where such realization is consistent with the protection and maintenance of federal and provincial interest.
- (12) To support and complement the Statements of Provincial Interests.

- (13) To support green technologies and new innovative developments.
- (14) To continue to recruit and retain doctors in the Town of Shellbrook.
- (15) To allocate funds for the replacement of infrastructure by incorporating an asset management program.

3. OBJECTIVES AND POLICIES

3.1 RESIDENTIAL

3.1.1 Findings

- (1) Shellbrook, with a (2006) Statistics Canada population of 1,215, experienced an annual population decline of -0.16% between 1996 - 2006. Saskatchewan Health Card data suggests, however that the population in the Town has been increasing at a rate between 1.01 and 1.22%. Despite the ten year population trend calculated from Statistics Canada data, continued economic growth in the region suggests that the population of the Town will continue to increase, or at the very least, will stabilize.
- (2) As of the winter of 2010 there were 567 single detached dwellings. While single detached dwellings are the dominant form of housing in Shellbrook, other forms of residential development within the Town include mobile homes and multiple unit dwellings in the form of apartment buildings, four-plexes, three-plexes and semi-detached dwellings. The Council, as well as the residents of the Town of Shellbrook recognize the importance of a diversity of housing, contributing to the affordability of living in Shellbrook.
- (3) Using an annual average growth rate of 0.5% an additional 6.47 ha of land will be needed by 2026 to accommodate new residential development. Given an annual average growth rate of 1.0% an additional 12.75 ha of land will be needed by 2026 to accommodate new residential development. If growth were to reach an average annual growth rate of 2.0% an additional 28.02 ha of land will be needed by 2026 to accommodate new residential development. It is imperative for the Town of Shellbrook to identify appropriate areas for both short-term and long-term residential development.
- (4) As of the winter of 2011, there were 73 serviced, undeveloped residential lots in the Town. Areas need to be identified for future residential development in the medium and long term future.
- (5) Responses to the community survey indicate a general support for additional residential development within the Town, with fairly strong support for encouraging medium and high density residences in the form of apartments, condominiums and townhouses.
- (6) The Statements of Provincial Interest Regulations provides the following statement regarding residential development (which is addressed in the following

objectives and policies): *The province has an interest in citizens having access to a range of housing options to meet their needs and promote independence, security, health and dignity for individuals, enhancing the economic and social well being of communities.*

3.1.2 Objectives

- (1) To provide adequate land for future residential development.
- (2) To identify the areas, within Shellbrook and outside of the Town's current boundaries, that are most suitable for future residential development.
- (3) To allow for the development of a full range of residential uses including single-detached, semi-detached, duplex, and multiple-unit dwellings, within the corporate limits of the Town.
- (4) To support the development of affordable housing.
- (5) To ensure that buildings and lots are constructed and maintained to acceptable standards.
- (6) To facilitate economic development and foster entrepreneurship through home based businesses that are clearly secondary to the residential use of the property and compatible with the surrounding residential environment.
- (7) To support the development of pedestrian friendly, walkable and connected neighbourhoods.
- (8) To ensure that future forms of residential development are compatible with existing development, maintaining the character of Shellbrook's residential neighbourhoods.
- (9) To encourage energy efficiency by promoting the use of passive and active solar strategies as well as other innovative technologies.
- (10) To accommodate affordable and alternative housing opportunities for the citizens of Shellbrook, including garden, garage and secondary suites.

3.1.3 Policies

- (1) Infill of existing residential lots will be encouraged in accordance with Shellbrook's Future Land Use Concept. However, where there are insufficient lots to meet demand, the Town will encourage subdivision and servicing of land for residential purposes.

- (2) Initially, new residential development will be encouraged to locate in the areas noted as "Future Residential" on the Future Land Use Concept. At the time of subdivision, these areas will be zoned, in the Zoning Bylaw, for residential uses and compatible development. Prior to such rezoning, development in these areas will be regulated to prevent development of uses which would conflict with the long term use of these areas.
- (3) To ensure that new residential neighbourhoods connect to and complement existing and future development in Shellbrook, the Town will require that concept plans be submitted for Council approval prior to consideration of rezoning applications associated with formal subdivisions applications.
- (4) To promote walkability and the use of alternative transportation modes, residential areas shall be oriented to serve pedestrian and cycling traffic as well as automobile traffic. Concept plans for residential subdivisions should demonstrate how this is going to be achieved. Consideration should be given to connections between new residential subdivisions and Shellbrook's destination sites, such as the rinks and recreation facilities, golf course, parks and schools.
- (5) Additional residential subdivision development will be supported by Council in order to ensure a three to five year supply of serviced lots, based on the rate of serviced lot uptake in the preceding three years. Where Council is of the opinion that a sufficient supply of desirable lots is unavailable, or a sufficiently wide range of lots for certain dwelling types is unavailable, this guideline may be adjusted.
- (6) If and when sufficient land is no longer available to accommodate additional residential development (pursuant to policies contained in Section 3.9.3 - Agricultural Land and Fringe Areas), new residential development will be encouraged to locate in the areas noted as "Potential Residential" on the Future Land Use Concept. Subject to policies contained in Section 3.9.3 - Agricultural Land and Fringe Areas, Council will initiate required actions to bring the areas noted as "Potential Residential" within the corporate limits of the Town through municipal boundary alteration. These areas will be zoned, in the Zoning Bylaw, for future urban development or for residential uses and compatible development when they are included within the corporate limits of the Town. Those lands that are designated and zoned for future urban development will be rezoned for residential uses and compatible development once plans for such development have advanced to the point where the appropriate residential zoning designation has been clarified and once the provision of municipal services has advanced to the point where additional development in the area can be serviced in a cost-effective manner.

- (7) A series of residential districts will be provided for a full range of residential uses, including a mobile home district for mobile homes and compatible development. These districts will provide varying levels of restrictions on residential types and dwelling unit densities. Single detached dwellings and certain community facilities will be permitted in all residential districts. Higher density residential uses and, at Council's discretion, other potential compatible uses will be allowed in only those areas in which increased residential densities and a wider range of compatible uses are determined to be appropriate. Extension of the mobile home district into additional areas will be considered on a case-by-case basis, as demand warrants, in conjunction with new residential subdivisions.
- (8) To encourage the development of affordable housing and to take advantage of existing infrastructure, secondary, garden and garage suites will be permitted at Council's discretion on single detached dwelling sites within the Town.
- (9) Council shall, in the Zoning Bylaw, authorize the relaxation of rear yard requirements for corner lots in residential districts, provided that larger side yards are provided along the flanking street.
- (10) Building maintenance and upkeep is important in order to preserve a visually pleasing community. Construction of buildings should be completed and lots landscaped through the use of the Building and Nuisance Bylaws.
- (11) Council will promote and advertise the Town, and the associated high quality of life and amenities in the Town, to encourage individuals and families to locate their residences in Shellbrook.
- (12) Home based businesses shall be accommodated, provided they are clearly secondary to the principal residential use of the dwelling unit and are compatible with the residential environment. Preserving the amenity of the overall residential environment will require that home based businesses do not generate excessive traffic, parking, noise, electrical interference, vibration, odour or other elements that are not normally found in the residential environment.
- (13) The Zoning Bylaw shall specify the types of activities to be fully permitted as home based businesses. Such uses are to be compatible with a residential environment and will not create land use conflicts. Those types of home based businesses that are generally compatible with a residential environment, but may involve certain activities that are not acceptable in all locations, may be specified in the Zoning Bylaw as discretionary uses, and permitted only at Council's discretion. Time limits may be applied to the approval of these uses. The Zoning Bylaw shall contain development standards pertaining to permitted and discretionary home based businesses, including standards for parking, use of

accessory buildings, storage, product sales, resident and non-resident employees, number of business related vehicle trips per day, and other relevant matters.

3.2 COMMERCIAL

3.2.1 Findings

- (1) Commercial development within the Town of Shellbrook is mainly concentrated along Main Street as well as along the Service Street running adjacent to Highway #3. Commercial uses within the community serve the basic needs of residents.
- (2) The Town of Shellbrook has a distinct downtown core and as the community continues to develop and grow, it is important to continue to enhance and encourage appropriate development in this area in order for it to remain the “heart” of the community. In addition to the commercial development in the downtown, important community services are also located here including the Seniors’ Centre, the Heritage Museum and the Community Hall. Clustering of essential community services and commercial businesses provides access to those with mobility constraints and should be a consideration as the Town grows.
- (3) Responses to the community survey indicated very strong support for additional commercial development in the Town of Shellbrook.
- (4) There are currently no serviced, undeveloped downtown commercial lots in the Town and no serviced, highway commercial lots available. Identification and designation of appropriate areas for both short-term and long-term future highway commercial and downtown commercial development are important considerations for the Town as it grows.
- (5) There has been interest for commercial lots along Highway #3, north of the current Town boundary, and east of the railway tracks. Servicing of these lots may be possible, based on further investigation.

3.2.2 Objectives

a. **General Commercial**

- (1) To promote the development of appropriate and compatible commercial land uses in new residential areas.
- (2) To attract investment and foster economic growth.
- (3) To encourage business and increase employment and residential population within the Town.
- (4) To accommodate and encourage the recycling of obsolete and underutilised commercial buildings, as well as vacant land, into vital enterprises.

b. Downtown Commercial

- (1) To create and facilitate the development of a healthy, cohesive, viable, dynamic and vibrant downtown commercial area.
- (2) To encourage the development of new commercial enterprises in downtown Shellbrook.
- (3) To ensure an available supply of land for downtown commercial development.
- (4) To ensure that commercial buildings and sites are constructed and maintained to acceptable standards.
- (5) To facilitate access to downtown commercial services by seniors or others with mobility constraints, and to provide opportunity for increased levels of overall activity in the downtown.
- (6) To allow for existing non-commercial uses in the downtown area, providing they do not hamper or conflict with commercial development.
- (7) To provide opportunities for higher density housing in areas near the downtown.
- (8) To ensure growth of the downtown does not conflict with adjacent development.

c. Highway Commercial

- (1) To ensure that sufficient land is designated along Highway #3 and #55, for development of highway commercial use.
- (2) To restrict development of non-highway commercial use in the designated highway commercial areas.
- (3) To promote the expansion of existing highway commercial operations and encourage the development of new uses in the existing highway commercial area.
- (4) To encourage and facilitate visually appealing entries into the Town along existing and future highway commercial areas.
- (5) To ensure that commercial buildings and sites are constructed and maintained to acceptable standards.

3.2.3 General Commercial Policies

- (1) Provide for appropriate and compatible commercial sites in new residential areas. Possible uses may include neighbourhood convenience stores, professional offices, personal service trades, retail stores or other uses that contribute positively to the residential character of the area.
- (2) Ensure that new commercial developments connect to and complement existing and future development in Shellbrook, by requiring that concept plans be submitted for Council approval prior to consideration of rezoning applications associated with formal subdivision applications.
- (3) Ensure that commercial buildings and sites are constructed and maintained to acceptable standards through the use of the community's Nuisance and Building Bylaws.
- (4) Facilitate the development of visually appealing commercial developments through the use of landscaping requirements and signage standards in commercial areas.

3.2.4 Downtown Commercial Policies

- (1) The Zoning Bylaw will contain a downtown commercial district to provide for a wide range of downtown commercial and other compatible uses. These uses will include essential community services and land uses that will contribute positively to the vibrancy of downtown. Clustering of land uses that will serve residents' basic daily needs and essential services within the downtown will be encouraged.
- (2) The area shown as "Downtown Commercial" on the Future Land Use Concept will be zoned in the Zoning Bylaw, for downtown commercial uses and other compatible development.
- (3) Consideration will be given to extending downtown commercial zoning to those areas shown as "Future Downtown Commercial", on the Future Land Use Concept, as demand warrants. These areas will be zoned for a mix of commercial, institutional and multi-unit residential uses that would not conflict with the long term future use of this area.
- (4) Continue to promote the Town as a place for new business development and encourage the revitalization of the Town's downtown commercial area by using such actions and tools as the following:
 - the construction of infrastructure;
 - investment in public buildings and public realm improvements such as streetscapes and public park development;
 - encouragement of public - private partnerships;

- tax abatement incentives;
 - incentives to promote the use of vacant and underutilised buildings or sites; and
 - planning and building permit fee rebates.
- (5) Undertake, where necessary, to acquire land for additional downtown commercial development, through purchase or exchange. Where improvements are proposed for existing low-density residential uses in the downtown commercial area, the Town will investigate the possibility of land exchange on a case-by-case basis.
 - (6) Encourage a land use pattern that reflects higher density residential development (i.e. increased multiple unit developments) in proximity to the downtown commercial area, through residential and other zoning designations.
 - (7) Through the zoning bylaw, require appropriate setbacks for downtown commercial land uses that are located adjacent to residential districts.

3.2.5 Highway Commercial Policies

- (1) The Zoning Bylaw will contain a highway commercial district to provide for a wide range of highway commercial and other compatible uses. To ensure a viable and dynamic downtown commercial area, the Zoning Bylaw will only provided for highway-oriented uses in the highway commercial district, encouraging non-highway oriented commercial uses to locate downtown. Light industrial uses such as storage, warehousing, or freight and cartage operations in highway commercial areas will be permitted at Council's discretion.
- (2) Commercial areas oriented to a highway on the Future Land Use Concept will be zoned for highway commercial uses and compatible development.
- (3) Consideration will be given to extending highway commercial zoning to those areas oriented on highways shown as "Future Commercial" on the Future Land Use Concept, as demand warrants. Prior to such re-zoning, development in these areas will be regulated to prevent development of uses which would conflict with the long term use of these areas.
- (4) If and when sufficient land is no longer available to accommodate additional highway commercial development (pursuant to policies contained in Section 3.9.3 - Agricultural Land and Fringe Areas), new highway commercial development will be encouraged to locate in the areas noted along highways as "Potential Commercial" on the Future Land Use Concept. Subject to policies contained in Section 3.9.3 - Agricultural Land and Fringe Areas, Council will initiate required actions to bring the areas oriented on highways noted as "Potential Commercial" within the corporate limits of the Town through municipal boundary alteration. These areas will be zoned, in the Zoning Bylaw, for future urban development or

for highway commercial uses and compatible development when they are included within the corporate limits of the Town. Those lands that are designated and zoned for future urban development will be rezoned for highway commercial uses and compatible development once the provision of municipal services has advanced to the point where additional development in the area can be serviced in a cost-effective manner.

- (5) Undertake, where necessary, to acquire land for highway commercial development through purchase or exchange.
- (6) Promote and encourage new highway commercial development through the use of such action and tools, including but not limited to:
 - the construction of infrastructure;
 - encouragement of public - private partnerships;
 - tax abatement incentives;
 - incentives to promote the use of vacant and underutilised buildings or sites;
 - planning and development permit fee rebates; and
 - the promotion of the Town of Shellbrook as a place for new business development.
- (7) Facilitate the development of visually appealing entry points into the Town along Highway #3 and #55, Council by:
 - (i) initiating the preparation of a coordinated highway entry enhancement master plan or strategy;
 - (ii) providing financial support for the implementation of such a master plan or strategy; and
 - (iii) establishing landscaping requirements and signage standards in highway commercial areas.

3.3 INDUSTRIAL

3.3.1 Findings

- (1) Industrial development is fairly limited in the Town of Shellbrook and is located primarily along Railway Avenue as well as along the service road that is parallel to Highway #3/55.
- (2) There are currently no serviced, undeveloped industrial lots in the Town. Identification of areas for both short-term and long-term future industrial is needed as the Town moves into the future. Providing opportunities for industrial development within Shellbrook will assist the town in capitalizing on new economic opportunities in the region.
- (3) Responses to the survey indicate strong support for additional industrial development in the Town of Shellbrook.

3.3.2 Objectives

- (1) To attract new industrial operations to Shellbrook.
- (2) To ensure an available supply of land for industrial development.
- (3) To identify areas for the development of industrial operations that will minimize conflicts with other land uses.
- (4) To ensure that industrial development and sites are adequately buffered, screened and separated from incompatible land uses.
- (5) To encourage and facilitate visually appealing industrial development areas.
- (6) To ensure that locations and types industrial development are consistent with capacities of the Town's infrastructure to support such development, given the wide range of servicing requirements for different forms of industrial development.
- (7) To ensure that industrial buildings and sites are constructed and maintained to acceptable standards.

3.3.3 Policies

- (1) The Zoning Bylaw will contain an industrial district to provide for a wide range of industrial and other compatible uses.

- (2) The area shown as "Industrial", on the Future Land Use Concept will be zoned for industrial uses and compatible development. Consideration will be given to extending industrial zoning to those areas shown as "Future Industrial", on the Future Land Use Concept, as demand warrants. These areas will be zoned for a mix of light and heavy industrial uses which would not conflict with the long term future use of this area.
- (3) If and when sufficient land is no longer available to accommodate additional industrial development (pursuant to policies contained in Section 3.9.3 - Agricultural Land and Fringe Area), new industrial development will be encouraged to locate in the areas noted as "Potential Industrial" on the Future Land Use Concept. Subject to policies contained in Section 3.9.3 - Agricultural Land and Fringe Areas, Council will initiate required actions to bring the areas noted as "Potential Industrial" within the corporate limits of the Town through municipal boundary alteration. These areas will be zoned, in the Zoning Bylaw, for future urban development or for industrial uses and compatible development when they are included within the corporate limits of the Town. Those lands that are designated and zoned for future urban development will be rezoned for industrial uses and compatible development once the provision of municipal services has advanced to the point where additional development in the area can be serviced in a cost-effective manner.
- (4) Ensure development opportunities are available by maintaining a supply of readily serviceable land for appropriate industrial activities in the Town of Shellbrook.
- (5) Promote and encourage new industrial development through the use of such actions and tools, including but not limited to:
 - the construction of infrastructure;
 - investment in public buildings and public realm improvements such as streetscapes;
 - encouragement of public - private partnerships;
 - tax abatement incentives;
 - incentives to promote the use of vacant and underutilised buildings or sites;
 - planning and development permit fee rebates; and
 - the promotion of the Town of Shellbrook for as a place for new business development.
- (6) Ensure those industrial uses that have the potential to use significant volumes of water and/or contribute significant flows to the sanitary sewer system as a result of industrial processing operations, are listed as discretionary uses in the Zoning Bylaw. Prior to the approval of a discretionary use application in the industrial district, it must be demonstrated that it is feasible to service the subject development with municipal water and sanitary sewer systems. Costs, if any,

associated with demonstrating such servicing feasibility, will be borne by the applicant.

- (7) Ensure adequate buffer zones are provided at the time of subdivision to minimize conflict between industrial areas and other, incompatible uses.
- (8) Ensure that industrial buildings and sites are constructed and maintained to acceptable standards through the use of the community's Nuisance and Building Bylaws.
- (9) Facilitate the development of visually appealing industrial areas through the use of landscaping requirements and signage standards in the Zoning Bylaw.
- (10) Ensure that new industrial developments connect to and complement existing and future development in Shellbrook through the requirement of a concept plan, submitted for Council approval prior to consideration of rezoning applications associated with formal subdivision applications.

3.4 TRANSPORTATION & UTILITIES

3.4.1 Findings

- (1) Primary vehicle access to Shellbrook is provided by Highway #3, running east/west and Highway #240 (intersecting with Highway #55) from the north. Highway #40 connects to Highway #3, leading to Prince Albert (approximately 44 km), and Highway #12, leading to Saskatoon (approximately 136 km).
- (2) Shellbrook lies within the shortline collector / regional carrier railway route. There are currently three elevators located in the Town along the railway. Depending on location, future development and transportation networks will need to have regard for the railway (e.g. crossings, buffers).
- (3) The Town is in the process of constructing a new sewage lagoon at SW-8-49-3 W3M, directly south of the Town of Shellbrook. Future development will need to have regard for the location of the lagoon and must respect the required separation distance as set by the Province of Saskatchewan.
- (4) The water treatment plant is reported to be in good condition and water quality data demonstrated that the treated water meets the requirements established by the Saskatchewan Drinking Water Quality Standards and Objectives and the Guidelines for Canadian Drinking Water Quality. Based on a projected population growth rate of 1.0%, the projected 20-year water requirements (average daily flow of 427 m³/day with an estimated maximum daily demand of 740 m³/day) are well below the design capacity of the WTP (1,200 m³/day). The Town has an estimated available water storage capacity until the year 2018, based on a 1.0% population growth rate.
- (5) The Town of Shellbrook contracts out waste management services to Highway 55 Waste Management Corporation. Residential waste is collected by Greenland Waste Management, while commercial waste is collected by Highway 55 Waste Management. All waste is then transferred to the Highway 55 Waste Management solid waste disposal site located between Canwood and Debden.
- (6) The Town of Shellbrook has distributed large bins for the collection of paper and cardboard for recycling. Additionally, cans and plastics are collected by Greenland Waste Management. The closest SARCAN facilities are located in Prince Albert and Blaine Lake.
- (7) The Statements of Provincial Interest Regulations provides the following statement concerning public works (which is addressed in the following objectives and policies): *The Province has an interest in safe, healthy, reliable and cost effective public works to facilitate economic growth and community development.*

- (8) The Statements of Provincial Interest Regulations provides the following statement concerning transportation (which is addressed in the following objectives and policies): *The Province has an interest in safe, cost effective transportation systems that meet existing and future needs for economic growth, community development and diversification.*

3.4.2 Objectives

- (1) To protect and facilitate the various functions of the provincial highway and municipal road system in Shellbrook in order to maintain safe and efficient traffic movement while promoting land use and development patterns that ensure pedestrian and traffic safety.
- (2) To minimize the costs of constructing, improving and maintaining roadways.
- (3) To optimize use of existing Town water, sewer and solid waste management infrastructure and capacities.
- (4) To ensure that future development remains within the area serviceable by the existing water and sewer system for as long as possible.
- (5) To minimize municipal costs in the provision of services to areas that pose special servicing problems.
- (6) To provide opportunities for the development of walking and cycling facilities within the Town of Shellbrook, exploring linkages and connections between existing commercial areas; existing green spaces and destination sites within the community (e.g. community hall, rinks, schools, etc.); and existing and future residential areas within the community.

3.4.3 Policies

- (1) The Town will not be responsible for costs associated with the provision of municipal services to new subdivisions, except for Town-owned developments. Where a private development requires municipal services, including drainage, the proponent will be responsible for all costs associated with providing the services.
- (2) Where a subdivision of land will require the installation or improvement of municipal services such as water and/or sewer lines, drainage, streets, or sidewalks within the subdivision, the developer will be required to enter into a servicing agreement with the Town to cover the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of off-site services. Council will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance bonds or letters of credit.

- (3) Consider connectivity and traffic safety for pedestrians, cyclists and private vehicles in all land use and development decisions, while directing land uses associated with heavy truck traffic away from pedestrians and to areas where their impact on municipal roads will be minimized.
- (4) Ensure that development in Shellbrook can be adequately serviced by infrastructure and utility systems and services by considering service life and how this relates to the present and future needs of users. Monitoring population and business growth within the Town and using the most up to date infrastructure information that is available will assist in accomplishing this.

3.5 COMMUNITY SERVICES

3.5.1 Findings

- (1) The Town of Shellbrook provides its residents with a host of services including elementary and high school education, police and fire protection, a public library, and recreation facilities, including a wide variety of recreational clubs and organisations.
- (2) Community groups located in the Town include, the Arts Council, Figure Skating Club, Minor Sports, Senior Citizens Club, Boy Scouts, Girl Guides, Fish & Game Kinette Club, Kinsmen Club, Royal Purple, Royal Canadian Legion, and Legion Ladies Aux.
- (3) Health care services provided in the Town of Shellbrook area include the Shellbrook Union Hospital and the Shellbrook and Districts Health Complex. The construction of a new Regional Hospital and Integrated Health Care Facility began in 2011. Parkland Terrace Lodge also provides long term care within the Town.
- (4) The importance of the Health Complex to the community is evident in responses to the community survey which indicated two of the top three reasons for moving or living in Shellbrook were due to the Hospital (ranked #2) and the number of doctors per capita (ranked #3).
- (5) Responses to the community survey indicated that the community theatre, the community hall, and the library are the most popular recreation facilities followed by the golf course, swimming pool, skating rink and Kinsmen Park.
- (6) The Town of Shellbrook cost shares with the R.M. of Shellbrook to use fire and rescue equipment. The R.M. has two fire trucks and one rescue truck. Volunteer fire fighters and first responders provide emergency services anytime of the day or night. The volunteers consist of residents from Shellbrook and the surrounding district.
- (7) The Town of Shellbrook has six churches. The Town also owns and operates a cemetery within the Rural Municipality of Shellbrook, located in SE-18-49-3 W3M.
- (8) Educational services are administered by the Saskatchewan Rivers School Division, and facilities in the town include an elementary school (K to grade 5) and a high school (grades 6 - 12).

- (9) The Town of Shellbrook employs a full time Recreation Director whose goals are to promote varied recreation programs and to encourage an active lifestyle among residents.
- (10) The Statements of Provincial Interest Regulations provides the following statement concerning recreation (which is addressed in the following objectives and policies): *The province has an interest in supporting a high quality of life for Saskatchewan's citizens and visitors by providing and actively promoting recreation and tourism opportunities.*

3.5.2 Objectives

- (1) To monitor shifts in population structure and types of recreation demands and, on that basis, adjust recreation program delivery and facility provision on the basis of these shifts.
- (2) To support public service delivery agencies in the provision of services and, where appropriate, to assist in programming of services to the public.
- (3) To encourage the coordination and integration of community facilities where appropriate.
- (4) To continue to encourage active living in the Town of Shellbrook through the varied recreational programs and facilities available to Town residents.

3.5.3 Policies

- (1) The Zoning Bylaw will contain a community service district to provide for a wide range of community service and other compatible uses.
- (2) The areas shown as "Community Service" on the Future Land Use Concept will be zoned for community service and compatible development.
- (3) Council will, from time to time, and in conjunction with the Recreation Department, examine the feasibility of expanding the types of recreational programs and facilities in the community in accordance with town demographics and population growth.
- (4) The Town will encourage extensive participation by service clubs, community and public agencies, developers and other interested groups, in the development of community facilities, and where possible pursue opportunities for the integration of community facilities when it is a benefit for the residents of Shellbrook.
- (5) Before supporting any subdivision applications for new residential development, Council may consult with the Saskatchewan Rivers School Division No. 119 to

ensure that any requirements for new schools have been satisfactorily addressed in the proposed subdivision plan.

3.6 AMENITIES AND DEDICATED LANDS

3.6.1 Findings

- (1) Parks within the Town of Shellbrook includes the Sports' Grounds, the Kinsmen Park and the Centennial Leisure Park. Municipal Reserve is also located at both the elementary and high schools.
- (2) While responses to the community survey indicated that residents are very satisfied with the amount of park space within the community, they suggested that Centennial Park would be enhanced with the development of walking trails, washrooms, benches and picnic tables/areas.
- (3) Responses to the community survey indicated that Shellbrook's "small town atmosphere" was seen as one of its greatest draws.
- (4) Residents have indicated that some of the Town of Shellbrook's strengths include the number of Doctor's per capita, education and health care services, small town atmosphere, and recreation facilities.
- (5) Responses to the community survey indicated that residents feel that the development of walking trails should be a priority for the Town of Shellbrook.
- (6) The Statements of Provincial Interest Regulations provides the following statement concerning Saskatchewan's biodiversity, unique landscapes and ecosystems (which is addressed in the following objectives and policies): *The province has an interest in biodiversity and natural ecosystems for present and future generations.*

3.6.2 Objectives

- (1) To recognize the natural and scenic significance of surrounding natural areas and to promote their conservation and preservation in order for these resources to be preserved and managed to benefit the environment as well as the people in the Town of Shellbrook.
- (2) To make provisions for municipal reserves when land is subdivided.
- (3) To provide park spaces suitable for all community needs.
- (4) To support, encourage and facilitate connectivity and walkability throughout the Town, with consideration given to the important linkages between the Town's destination areas, residential areas and existing pedestrian amenities.

- (5) To support, encourage and facilitate, where feasible, the development and enhancement of recreational opportunities for Town residents.
- (6) To support the equitable access of community parks and open spaces to all residents.

3.6.3 Policies

- (1) A parks and recreation zoning district will be established in the Zoning Bylaw for the purposes of delineating those areas in which only parks, recreation uses, resource conservation uses and compatible development will be permitted.
- (2) The area shown as "Open Space" on the Future Land Use Concept will be zoned for parks, recreation uses, resource conservation uses and compatible development.
- (3) In the Zoning Bylaw, parks and playgrounds within open space will be permitted uses in all zoning districts.
- (4) Council will consider the following factors in making decisions on the provision of municipal reserves:
 - (i) Smaller municipal reserve areas within new residential subdivisions should be provided for neighbourhood parks and playgrounds.
 - (ii) In commercial and industrial subdivisions, cash-in-lieu will be considered as the primary method of meeting the municipal reserve requirement, unless the requirement can be transferred to an acceptable area and dedicated.
- (5) The Town will encourage extensive participation by service clubs, community and public agencies and other interested groups in the development of parks, green space and recreation facilities.
- (6) Wherever possible, natural and scenic areas of significant value shall be placed in public ownership. The Town will encourage and facilitate the linkage of natural and scenic areas with parks in a continuous open space system. To facilitate this, the development of walking trails, wherever possible, will be encouraged during the development of new areas. The Town will also explore possibilities and opportunities for existing areas to be incorporated into the continuous open space system.
- (7) To facilitate the development of a walkable community, Council will consider the provision of adequate sidewalks, pathways in linear parks and adequate lighting.

The development of pedestrian amenities shall be done in a manner that promotes public safety.

- (8) Municipal reserves shall only be used to convey storm water runoff to storm water storage basins and shall act as temporary water storage to allow for water retention for no longer than a 24 hour period after a storm event. Areas that store or retain water for more than 24 hours after a storm event shall be classified as storm water management facilities and shall be identified as "utility parcels" on subdivision plans.

3.7 BIOPHYSICAL CONSTRAINTS ON DEVELOPMENT

3.7.1 Findings

- (1) Stakeholder representatives have indicated that the east end of the Town has experienced water pooling in low areas following a significant rainfall. This is attributed to the high ground water table in the area.
- (2) Stakeholder representatives have indicated that the existing storm water system works well, but that it would likely not be able to withstand a 1:500 year flood event.
- (3) To avoid development in hazardous areas within the town, policies discouraging development on potentially hazardous land due to flooding and other hazards, such as contamination, erosion, soil subsidence and slope instability are required.
- (4) The Saskatchewan Water Security Agency advised the term "Estimated Peak Water Level" (EPWL) should be the flood protection elevation reference for communities. EPWL is calculated first as the sum of pre-run-off starting elevation and water level ride due to the flood inflow to give a peak calm water level. To this is then added a water level ride due to the effect of wind to give the EPWL. For the purpose of existing development, the Province advises that the EPWL is used to determine the natural ground elevation in delineating flood hazard areas and the recommended elevation to which fill should be placed for development in flood hazard areas.
- (5) The Statements of Provincial Interest Regulations provides the following statement concerning public safety (which is addressed in the following objectives and policies): *The province has an interest in ensuring the safety and security of individuals, communities and property from natural and human induced threats.*

3.7.2 Objectives

- (1) To discourage inappropriate development in areas with potentially hazardous site conditions without appropriate mitigative measures.
- (2) To ensure that environmentally sensitive or hazardous lands are dedicated, as appropriate, as environmental reserve, during the subdivision process.

3.7.3 Policies

- (1) The Zoning Bylaw will contain development standards for development on or near hazard lands.

- (2) Ensure the most up to date information on potential flood hazard areas within the Municipality as it relates to new subdivision application and applications for development permits is used.
- (3) Ensure that subdivision of land or the development of structures on hazard land does not occur or, if applicable, occurs in accordance with specified mitigation measures. Require that applicants of proposed development on land that is identified as being potentially hazardous submit a report prepared by a qualified professional that assess the risk associated with the development and identifies any necessary mitigative measures. The costs of any required hazard report to identify the risk of proceeding with a proposed development on potentially hazardous land or recommending specified measures to mitigate the risk of development of hazardous land will be the responsibility of the proponent of the proposed development.
- (4) Work with the Saskatchewan Water Security Agency on flood protection in the Municipality and require subdivision and development permit applicants to consult with the Saskatchewan Water Security Agency, in cases of proposed development on potentially hazardous land, to assess the potential hazard due to flooding. The flood hazard area shall be defined as the 1:100 year flood elevation plus wave and wind run-up or the 1:500 year flood elevation, whichever is greater.
- (5) Dedicate flood hazard areas and other environmentally sensitive areas as environmental reserve. Utilize land use approaches and infrastructure designs that will avoid or minimize environmental degradation by integrating compatible activities into environmental protection measures (e.g. storm water facilities, parks and open space).

3.8 INTER-MUNICIPAL AND JURISDICTIONAL COOPERATION

3.8.1 Findings

- (1) Many of the outstanding land claims owed to several First Nations in Saskatchewan are now being settled. The Treaty Land Entitlement Framework Agreement specifies details of this process. As part of this process, First Nations have an opportunity to obtain additional lands, including those located within urban municipalities. It is anticipated that some of these lands will be converted to reserve status.
- (2) The Town of Shellbrook is situated at the intersection of Highways 3, 40, and 55, approximately 46 km west of the City of Prince Albert. Other communities in the region include the Town of Parkside, approximately 10 km to the south; the Town of Canwood, approximately 25 km to the northeast, and the Town of Shell Lake, approximately 50 km to the east. The access point to Prince Albert National Park is located approximately 45 km north of the Town of Shellbrook along Highway 55/693. The Town of Shellbrook is located within the Rural Municipality of Shellbrook No. 464. First Nations in close proximity to the Town of Shellbrook include the Ahtahkakoop Cree Nation, the Big River First Nation, the Surgeon Lake First Nation, the Little Red River First Nation, the Mistawasis First Nation, the Muskeg Lake Cree Nation and the Beardy's & Okemasis First Nation.
- (3) The Town of Shellbrook has entered into preliminary discussions with surrounding communities concerning regional planning. Moving forward, it will be beneficial for the Town and surrounding communities to cooperate on such issues as joint planning initiatives and growth directions, joint delivery of services, and other areas where cooperation is beneficial to the region.
- (4) The Statements of Provincial Interest Regulations provides the following statement concerning inter-municipal cooperation (which is addressed in the following objectives and policies): *The province has an interest in promoting inter-municipal cooperation that facilitates strong partnerships, joint infrastructure and coordinated local development.*

3.8.2 Objectives

- (1) To maintain the financial integrity of the Town, its tax base and its municipal services while ensuring compatible and enforceable land use and development standards in any Urban Reserve that may be established in Shellbrook.
- (2) To facilitate inter-municipal / jurisdictional cooperation, on a regional basis with neighbouring First Nations and municipalities.

- (3) To participate in broad regional planning initiatives, with neighbouring municipalities and First Nations, that will address joint planning, future growth directions and joint delivery of services, based on common interests of the region as a whole and where beneficial to the Town of Shellbrook.

3.8.3 Policies

- (1) Ensure an agreement is sought pursuant to part 9 of the Treaty Land Entitlement Framework Agreement before an Urban Reserve is created with reserve status. The Agreement shall be negotiated in good faith by the Town, and will be based on the objectives noted above. The Agreement will consist of any or all of the following matters:
- (a) Mutual Recognition clauses, which acknowledge the individual legislative and jurisdictional authority of each party and the Treaty rights of the First Nation, including the right to Self-Government;
 - (b) Bylaw Compatibility clauses, which recognize the right of each party to pass their own Bylaws, the extent to which the First Nation's Bylaws should be compatible with Town Bylaws (and vice versa), procedures to ensure continued Bylaw compatibility for each party to use as their Bylaws are prepared, discussed, adopted, enforced and changed;
 - (c) Tax Loss Compensation clauses, which recognize that after the new Centre has been created as an Indian Reserve, the First Nation will be exempt from paying Town taxes (which pay for municipal services), describe how the Town will be compensated for loss of these taxes, recognize the types of and costs for those Town services which the First Nation plans for the new Centre and describe the responsibility for collection and the procedures and timing of payments;
 - (d) Dispute Resolution clauses, which will describe the formal procedures for resolving disputes over the application, interpretation or administration of the Agreement; and
 - (e) Other Issues, which may include but are not limited to, regular meetings of the Band and Town Councils, procedures for sharing information between the Administrators of each party and between the Elected Councils of each party, incentives, exemptions, rebates and abatements of servicing costs, etc., access to property for maintenance, repairs etc..
- (2) Where appropriate, pursue cooperation and agreements with neighbouring communities, based on common interest of the region, that will address such topics as joint planning, future growth directions, and joint delivery of municipal services,

in the interests of increasing cooperation and communication as well as improving municipal services and providing them on a more cost effective basis.

3.9 AGRICULTURAL LAND AND FRINGE AREAS

3.9.1 Findings

- (1) The Town of Shellbrook is surrounded by the Rural Municipality of Shellbrook No. 493.
- (2) In areas adjacent to the Town it is important to ensure that developments do not cause adverse effects upon existing or proposed future urban land uses or servicing requirements. Intensive livestock operations, anhydrous ammonia depots or construction of farm buildings could interfere with future urban land requirements. Policies are required to identify future development areas outside of current Town boundaries (if required).

3.9.2 Objectives

- (1) To ensure that future urban land requirements are not restricted by the development of uses, such as intensive livestock operations, near or within the corporate limits of the Town.
- (2) To encourage orderly development in the area surrounding the Town to ensure that future urban development or servicing needs are not prejudiced.
- (3) Where required, to alter the Town limits based on need and to provide for orderly development of land uses and services.
- (4) To safeguard municipal services from incompatible land uses.

3.9.3 Policies

- (1) Work with the R.M. of Shellbrook No. 493 to address and resolve issues and concerns of mutual interest.
- (2) Designate, in the Zoning Bylaw, areas suitable for development within the corporate limits of the Town not immediately required for urban development as a "Future Urban Development" district.
- (3) Ensure that land use and development in the Future Urban Development district does not jeopardize or otherwise unduly restrict such future development through the use of provisions in the Zoning Bylaw.
- (4) Support any request for alteration of Town boundaries when such alteration is consistent with sound land use planning principles and this Official Community Plan and is determined to be of benefit to the Town.

- (5) To provide for orderly development in accordance with the development policies contained in this Official Community Plan, Council may, from time to time, seek to alter the Town boundaries in a manner that will ensure that sufficient lands are available within the Town limits. Sufficient lands are deemed to exist within the Town if they should accommodate future development for a period of ten (10) to twenty years (20) and they can be serviced in a practical, cost-effective manner.

3.10 NATURAL AND HERITAGE RESOURCES

3.10.1 Findings

- (1) The Town of Shellbrook is located in the Saskatchewan River Basin of the North Saskatchewan River Watershed. In 2008, The North Saskatchewan Watershed Source Water Protection Plan was completed by the Saskatchewan Watershed Authority - North Saskatchewan River Basin Council. Recommendations and key actions have been identified respecting water conservation, climate change, ground water protection, surface water quality, apportionment of inter provincial water flows, surface water quality and protection of natural habitat. The approved watershed plans are now being implemented by all participating agencies.
- (2) There is one designated Municipal Heritage Property located within the Town of Shellbrook. This property is known as the Shellbrook C.N. Railway Station. The Shellbrook C. N. Railway Station is of heritage value as one of the town's earliest buildings, dating from late 1909. From the time that rail service was introduced January 10, 1910, the building was the depot for passenger service, mail and freight handling, ticketing and telegram services. With the development pattern of the town emanating from the station, the building symbolizes the station's central historic role within the community. As a result of the Municipal Heritage Designation, this building is afforded special protection under *The Saskatchewan Heritage Property Act*.
- (3) There are no recorded archaeological sites in the immediate vicinity of the Town of Shellbrook. A search of the surrounding area indicated, however, that the region has the potential to contain archaeological sites. As such, future development must be screened by Heritage Conservation Branch to determine the need for a Heritage Resource Impact Assessment on a case by case basis.
- (4) Within the immediate vicinity of Shellbrook no critical wildlife habitat was identified during the Saskatchewan Terrestrial Wildlife Inventory project (started in 1975 and completed in the early 80's). However, due to the nature of the reconnaissance, time and costs constraints of the inventory, not all critical wildlife habitat was identified. In essence, this does not necessarily mean that critical wildlife habitat does not exist in the vicinity of Shellbrook.
- (5) Policy is required to help ensure that development is consistent with the protection of natural and heritage resources in the Municipality in order to recognize the limitations and opportunities these resources offer, to protect people and property, to achieve natural resource protection, to avoid excessive development and maintenance costs and to minimize environmental disruption and pollution.

- (6) The Statements of Provincial Interest Regulations provides the following statement concerning heritage and culture (which is addressed in the objectives and policies below): *The province has an interest in ensuring Saskatchewan's cultural and heritage resources are protected, conserved and responsibly used.*
- (7) The Statements of Provincial Interest Regulations provides the following statement concerning source water protection (which is addressed in the objectives and policies below): *The province has an interest in the protection of water sources that provide safe drinking water.*

3.10.2 Objectives

- (1) To protect ground water resources from contamination to ensure a safe supply of drinking water.
- (2) To support the implementation and evolution of the North Saskatchewan Watershed Source Water Protection Plan consistent with the principles, objectives and land use policies of this Official Community Plan.
- (3) To protect critical wildlife habitat, natural, historic, archaeological and other features, resources or sites of cultural heritage significance from incompatible development and, where such protection cannot be achieved, to ensure appropriate mitigation of impacts.
- (4) To protect environmentally sensitive areas from pollution.
- (5) To ensure development does not needlessly destroy any site of cultural heritage significance.

3.10.3 Policies

- (1) Ensure that development does not deplete or reduce the quality of water resources in the broader region.
- (2) The Town of Shellbrook will commit to protection of ground and surface water, public health, property and the environment through the use of water management programs that:
 - (a) maintain healthy ecosystems;
 - (b) provide safe and reliable drinking water; and,
 - (c) provide advanced waste water treatment and storm water management to the greatest possible extent within the constraints of their resources.
- (3) Ensure that development protects and sustains important waterbodies, waterways, wetlands, groundwater and riparian systems in the Town and broader region by

employing site-specific planning programs, either alone or in cooperation with other agencies, organisations or governments, that protect these important resources. This may include limiting, restricting, delaying or prohibiting development in proposed development areas until site-specific planning has been completed and Council is satisfied that specific development projects will sustain these areas.

- (4) Council shall work with provincial agencies to protect any significant heritage resources, critical wildlife habitat, wetlands and rare or endangered species located on land proposed for development. Where significant potential for such has been found, Council may defer issuing a permit for any development until such time as the requirements of the relevant provincial agencies to protect such resources have been obtained.
- (5) Support the designation of provincial heritage and municipal heritage buildings and sites within Shellbrook.
- (6) Council may require a that a developer undertake a Heritage Resource Impact Assessment (HRIA), as per *The Saskatchewan Heritage Property Act*, should development be proposed in areas considered to have archaeological or heritage significance.
- (7) Council may require an ecological impact assessment should development be proposed in areas that contain undisturbed land, native vegetation and in proximity to major water sources and coulees.

4. IMPLEMENTATION

4.1 ZONING BYLAW

The Zoning Bylaw will be the principal method of implementing the objectives and policies contained in this Official Community Plan, and will be adopted in conjunction herewith.

4.1.1 Purpose

The purpose of the Town's Zoning Bylaw is to control the use of land providing for the amenity of the area within Council's jurisdiction and for the health, safety and general welfare of the inhabitants of the Town.

4.1.2 Content and Objectives

The Zoning Bylaw will implement the land use policies contained in this Official Community Plan by prescribing and establishing zoning districts for residential uses, community service uses, retail commercial uses, highway commercial uses, industrial uses, future urban development lands and restricted development lands. Regulations within each district will govern the range of uses, site sizes, setbacks, building locations, off-street parking, landscaping and so forth.

4.1.3 Amendment of the Zoning Bylaw

When considering applications to amend zoning regulations or standards, or requests for the rezoning of land, Council shall consider such proposals within the context of:

- (1) The nature of the proposal and its conformance with all relevant provisions of this Official Community Plan.
- (2) The need to foster a rational pattern of relationships among all forms of land use and to protect all forms of land use from harmful encroachments by incompatible uses.
- (3) The need for the form of land use proposed and the supply of land currently available in the general area capable of meeting that need.
- (4) The capability of the existing road system to service the proposed use and the adequacy of the proposed supply of off-street parking.

- (5) The capability of existing community infrastructure to service the proposal, including water and sewer services, parks, schools and other utilities and community services.

4.1.4 Zoning by Agreement

- (1) Where an application is made to Council to rezone land to permit the carrying out of a specified proposal, Council may, for the purpose of accommodating the request, enter into an Agreement with the Applicant pursuant to Section 69 of *The Act*.
- (2) Section 4.1.3 of this Official Community Plan shall apply in the review of applications for rezoning by agreement.
- (3) Council may enter into an agreement with the applicant setting out a description of the proposal and reasonable terms and conditions with respect to:
 - (a) The uses of the land and buildings and the forms of development.
 - (b) The site layout and external design, including parking areas, landscaping and entry and exit ways.
 - (c) Any other development standards considered necessary to implement the proposal, provided that the development standards shall be no less stringent than those set out in the requested underlying zoning district.
- (4) Council may limit the use of the land and buildings to one or more of the uses permitted in the requested zoning district.

4.1.5 Use of the Holding Symbol “H”

- (1) Pursuant to Section 71 of *The Act*, Council may use the Holding Symbol “H” in conjunction with any zoning district designation, to specify the use to which lands or buildings may be put at any time that the holding symbol is removed by amendment to the Zoning Bylaw.
- (2) Council may use the Holding Symbol “H” to accommodate multiple phase subdivisions and developments.
- (3) In making a decision as to whether to remove the Holding Symbol “H” by amendment to the Zoning Bylaw, Council shall consider whether the development has progressed to a point where extension of municipal services is appropriate.

4.2 OTHER IMPLEMENTATION TOOLS

4.2.1 Subdivision Application Review

In reviewing any application for subdivision, Council shall indicate support for such application only when it has:

- (1) Ensured that all policies and guidelines established regarding occupancy levels, development standards and design of the subdivision, as set out in this Official Community Plan, have been satisfied.
- (2) Ensured that the application is in conformity with the Zoning Bylaw.
- (3) Negotiated the terms of a servicing agreement, if required, with the applicant.
- (4) Determined its wishes with respect to the dedication of lands.

4.2.2 Dedicated Lands

- (1) When reviewing any application for subdivision, Council may indicate to the approving authority, its desire to have unstable or flood-prone areas set aside as environmental reserve and/or municipal reserve, as a condition of subdivision approval, pursuant to Section 185 of *The Act*.
- (2) Pursuant to *The Act*, Council may elect to request that an approving authority require the owner of land that is the subject of a proposed subdivision to provide money in place of all or a portion of land that would otherwise be required to be dedicated as municipal reserve.

4.2.3 Municipal Land Banking

- (1) Where private development of land for urban purposes is not occurring to meet the Town's land use requirements, Council may undertake to acquire land for subdivision or development to meet such demand. Council will determine a suitable pricing system for resale of any lots developed.

4.2.4 Land Exchange and Purchase

- (1) To facilitate the relocation of non-conforming uses, Council may consider a program for acquiring such sites, or for exchanging municipally owned land in an appropriate area of the Town for the relocation of those uses.

4.2.5 Building Bylaw

- (1) Council will use its building bylaw to provide standards for the construction, repair and maintenance of buildings in the community as well as ensuring acceptable physical conditions. Provisions for occupancy permits and inspections can be included in the bylaw.

4.2.6 Development Levies and Servicing Fees

- (1) In accordance with Section 169 of *The Act*, the Councils may establish, by separate bylaw, development levies for the purpose of recovering all or a part of the capital cost of providing, altering, expanding or upgrading services and facilities associated with a proposed development within existing subdivided areas. Such bylaw must be based on studies to establish the cost of municipal servicing and recreational needs and on a consideration of future land use and development and the phasing of associated public works.
- (2) In accordance with Section 172 of *The Act*, the municipality may establish, by Council resolution, a schedule of development specifications and servicing fees to be used by the municipality as the basis for the negotiation of servicing agreements with proponents of new subdivision development. Such servicing specifications will provide a consistent set of development standards for provision of direct services by developers in new subdivision development. The schedule of fees will be based on the identification of overall services and public works that the municipality anticipates will be needed as a result of new subdivision development for a specified term. Offsite service fees for individual developments will be established based on a calculation of the servicing needs being created by that individual development as a part of the municipalities overall servicing needs.

4.2.7 Concept Plans

- (1) In the interests of ensuring a comprehensive and planned approach to development, a developer may be required to prepare a concept plan for an entire area that will ultimately be developed for residential, commercial or industrial purposes and submit supporting documentation, where appropriate, as follows:
 - (a) Reports, prepared by professionals certified to assess relevant factors, to assess the geotechnical suitability of the site, susceptibility to flooding or other environmental hazards, including potential site contamination, together with any required mitigation measures. These measures may be attached as a condition for a development permit approval.

- (b) Engineering reports to address concerns such as availability of water supply, surface water drainage, and sewage treatment and disposal.
- (c) The initial concept plan shall provide an integrated layout for the total development as envisioned, showing road layout and access to external public roads, phasing of development, and dedicated lands. Connectivity from the development area to existing areas of the Town for pedestrians as well as vehicles will be an important consideration by Council. Once the initial concept plan has been accepted by Council, and subdivision and development commences, no subsequent subdivision that is inconsistent with the approved concept plan and all policies in this document will be permitted without approval of a revised concept plan.

Council may adopt concept plans, and agreed upon amendments to concept plans, as part of Section 6 of this Official Community Plan, pursuant to Section 44 of *The Act*.

4.3 OTHER

4.3.1 **Update of Official Community Plan**

- (1) Plans and projections for future development shall be monitored on an ongoing basis. Policies contained in this Official Community Plan, including the Future Land Use Concept, shall be reviewed and updated within five years of adoption.

4.3.2 **Further Studies**

- (1) As necessary, Council will undertake such studies or programs required to facilitate and encourage the growth and development of Shellbrook.

4.3.3 **Cooperation and Inter-jurisdictional Consideration**

- (1) Council shall cooperate with senior governments, other municipalities and public and private agencies to implement this Official Community Plan.

4.3.4 **Programs**

- (1) Council shall participate in senior government economic development, public utility, resource enhancement, housing, social and environmental protection programs and projects, where such will help in achieving its goals and objectives.

4.3.5 **Provincial Land Use Policies and Interests**

- (1) This bylaw shall be administered and implemented in conformity with applicable provincial land use policies and interests, statutes and regulations and in cooperation with provincial agencies. Where a reference is made in this Plan to a provincial statute or regulation and that statute or regulation is amended or repealed and substituted with a replacement statute or regulation, the reference herein to the statute or regulation shall be taken to mean the amended or replacement statute or regulation.

4.3.6 **Binding**

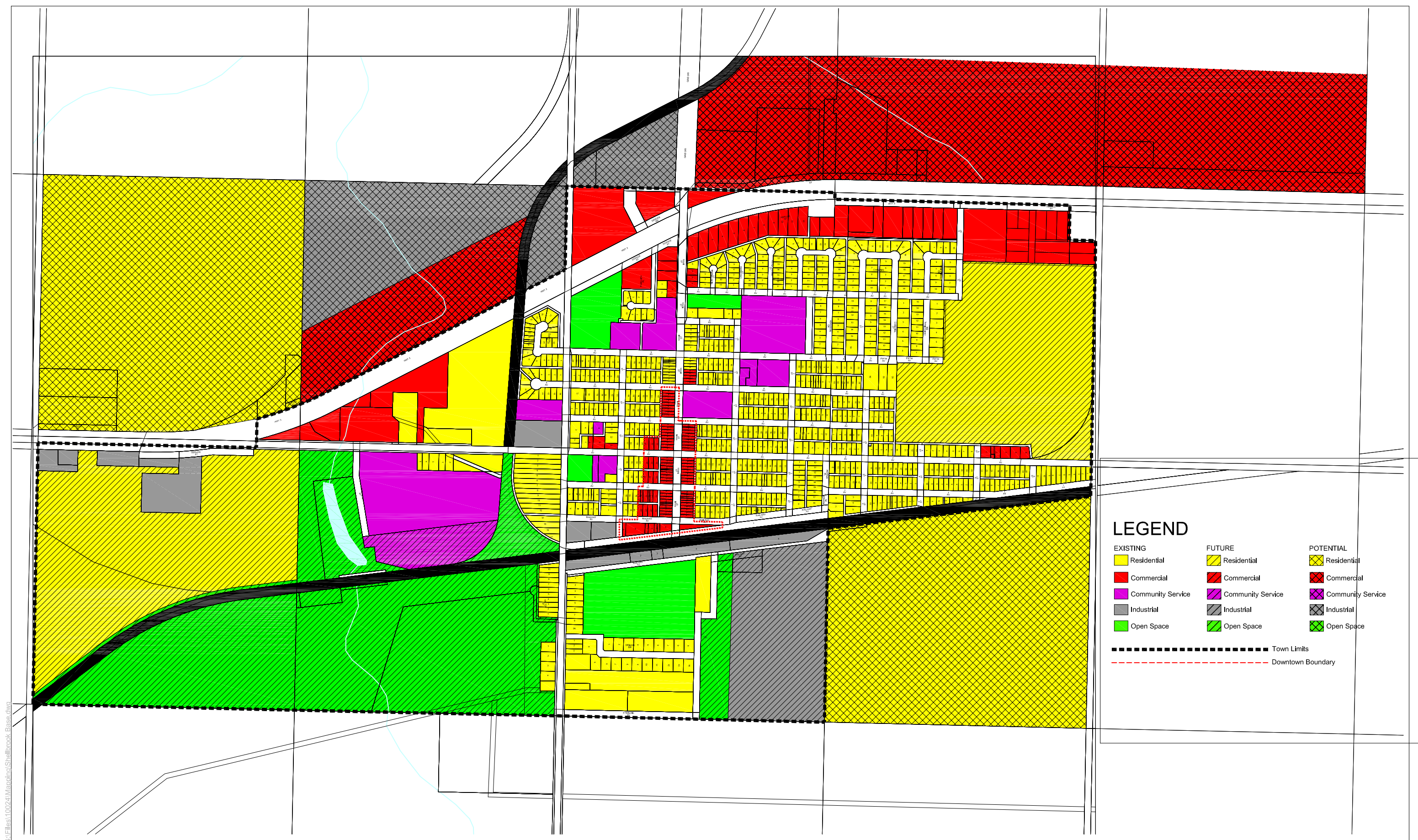
- (1) Subject to Section 40 of *The Planning and Development Act, 2007*, the Official Community Plan shall be binding on the Town, the Crown, and all other persons, associations and other organizations, and no development shall be carried out that is contrary to this Official Community Plan.

4.3.7 Definitions

- (1) The Zoning Bylaw definitions shall apply to this Official Community Plan.

5. MAPS

1. Future Land Use Concept



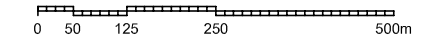
LEGEND

EXISTING	FUTURE	POTENTIAL
Residential	Residential	Residential
Commercial	Commercial	Commercial
Community Service	Community Service	Community Service
Industrial	Industrial	Industrial
Open Space	Open Space	Open Space
Town Limits Downtown Boundary		

Town of Shellbrook - Official Community Plan

Map 1 - Future Land Use Concept

CROSBY HANNA & ASSOCIATES - LANDSCAPE ARCHITECTURE AND COMMUNITY PLANNING -



12/11/27

G:\Files\10024\Map\Map\Shellbrook_Base.dwg