

THE CITY OF MELFORT

Office Consolidation

THE BASIC PLANNING STATEMENT

NO. 96-08

Including Amendments to January 16, 2017

All persons making use of this consolidation are reminded that it has no legal status and that the amendments have been embodied for convenience of reference only. A certified copy of the Bylaw and amendments should be consulted for all purposes of interpreting and applying the law.

AMENDMENTS TO THE BASIC PLANNING STATEMENT 96-08

<u>AMENDMENTS</u>		<u>DATE PASSED</u>
Bylaw 2008-30	Amend Map 1 – Land Use Concept - rezone portion to Shopping Centre Commercial	January 12, 2009
Bylaw 2009-14	Amend Map 1 – Land Use Concept - rezone portion from UH to UH (Potential Residential)	July 13, 2009
Bylaw 2014-04	Add Section 21.9 – Development Levies	March 10, 2014
Bylaw 2014-25	Add Section 6.3.6 Modular Homes and Amend Section 6.3.5 Manufactured Homes or Mobile Homes	January 12, 2015
Bylaw 2016-22	Amend Map 1 – Land Use Concept - redesignate Blk/Par AD from UH to Highway Commercial – Area H. Amend Map 2 – Generalized Land Use - redesignate Blk/Par AD from Agricultural/Open Space to Commercial	November 7, 2016
Bylaw 2016-25	Amend Map 1 – Land Use Concept - redesignate Blk 29 from Residential to Public Service – Wellness Centre Amend Map 2 – Generalized Land Use - redesignate Blk 29 from Residential to Institutional Add Section 21.1.1(1) – ISC Institutional Community Service District	January 16, 2017

**CITY OF MELFORT
BYLAW NO. 96-08**

A Bylaw of the City of Melfort to adopt a Basic Planning Statement.

Whereas the Council of the City of Melfort has, by resolution authorized the preparation of a Basic Planning Statement pursuant to Section 30 of *The Planning and Development Act, 1983*;

And Whereas, *The Planning and Development Act, 1983*, provides in Section 44 that Council may, by bylaw, adopt a Basic Planning Statement;

Therefore, the Council of the City of Melfort in the Province of Saskatchewan, in open meeting hereby enact as follows:

1. This Bylaw may be cited as the "City of Melfort Basic Planning Statement Bylaw".
2. "The Basic Planning Statement" of the City of Melfort, is attached as Schedule "A" and forms part of this Bylaw.
3. This Bylaw shall come into force on the date of final approval by the Minister of Municipal Government.

MAYOR

SEAL

CITY CLERK

Certified a True Copy of
Bylaw No. 96-08, adopted by
Council on the _____ day of
_____, 1996.

City Clerk

CITY OF MELFORT
BASIC PLANNING STATEMENT

SCHEDULE "A" to

BYLAW No. 96-08

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1 INTRODUCTION

1.1 The Need For A Basic Planning Statement

Over the years, a number of studies have been prepared for the City of Melfort on specific issues. In the mid-seventies, a Municipal Development Plan was adopted. The Plan was subsequently repealed in 1982 and replaced by a zoning bylaw which has since been amended several times. After repeal of the Plan, additional studies were done on transportation and a park planning, however, these studies have not been integrated into a formal community plan. Therefore, it is necessary to formalize a plan that will guide Council on community development. The Basic Planning Statement will provide such a planning framework and serve as a basis for day-to-day decision making on the part of the civic administration.

The Basic Planning Statement focuses on three key elements on community planning and development identified as follows:

- Issues and concerns are concerns on community planning matters that need to be addressed and which may be the result of trends affecting the community.
- Objectives are statements of what Council is striving to achieve. Each objective has a single aim that may be attained by the community.
- Policies are one or more statements of how Council intends to achieve the stated objectives for the community. The policies are intended to guide Council in making decisions on future land use and community development.

In addition, implementation tools and techniques which are the actions to be taken by Council in fulfilling the stated policies are identified.

1.2 Authority

In accordance with Sections 39 and 42 of *The Planning and Development Act, 1983*, the Council of the City of Melfort is adopting the Basic Planning Statement to provide the City with goals, objectives and policies relating to the future development of the community.

Section 42 of the *Planning and Development Act, 1983*, requires that a Basic Planning Statement is to:

- a) contain a statement of the objectives for the future development of the municipality;
- b) contain a statement of the objectives to be accomplished by a zoning bylaw;
- c) incorporate insofar as is practical, any applicable provincial land use policies;
- d) be based on any studies and surveys that the Minister may require or that may otherwise be appropriate;
and,
- e) address any other matters that Council considers advisable.

1.3 Scope

The policies of the Basic Planning Statement will apply to the incorporated area of the City of Melfort. Policies which address the future development of areas outside the current limits of the City indicate future intent and such policies will only apply if these areas are annexed to the City. All development within the City will conform to the objectives and policies of the Basic Planning Statement.

2 COMMUNITY GOALS

Community goals may be described as a desirable state or something to which the community aspires in the long term toward which the Basic Planning Statement is directed. The goals provide a broad framework from which specific objectives and policies are derived. The goals of the City of Melfort are:

- To promote the City as an important retail trade centre for the surrounding agricultural region.
- To diversify the economic base of the community.
- To guide future development in an orderly and cost-efficient manner within the financial capability of the community.
- To develop new and upgrade existing community facilities to meet resident needs.
- To preserve and enhance the natural environmental features within the community.
- To cooperate in the delivery of services with other municipalities.

3 OPPORTUNITIES AND CONSTRAINTS

The City of Melfort possesses a number of natural, social and economic attributes that provide excellent opportunities for fostering community development. There are also a number of constraints that must be taken into consideration and be addressed by the City in community planning. These opportunities and constraints are described below.

3.1 Opportunities

3.1.1 Regional Location and Physical Setting

- The City is a regional service centre located in the heart of one of the most productive agricultural communities with a good market area and population base. The City is also an aesthetically pleasing community. Control and planning of development covering a broad range of uses, complemented by considerable open space and park space, have contributed to an attractive local environment. These attributes are vital in promoting the community from an economic perspective.
- The City is served by Provincial Highways No. 3, 41, and 6. Highway No. 41 is a recent addition shortening travel time considerably between the central part and the north-eastern part of the province where a number of tourism and recreation destinations exist. Saskatchewan Highway and Transportation traffic counts show increased traffic volume on Highway No. 3 running east and west and on Highway No. 6 from the north and south. Statistics also show that central business district traffic has increased to a level that is higher relative to other smaller cities in the province. Superior highway access and a central physical location present opportunities for enhanced tourism.

3.1.2 Expansion Of Urban Development

- The City is in a sound financial position with the ability to finance capital works. A sound financial base provides opportunities for new projects. Capital work projects such as the Northern Lights Palace and new City Hall provides the facilities required to effectively serve community residents. New developments present a positive image and contribute to the success of the community.
- The City has an adequate land base for urban infill and expansion of residential, commercial and industrial development. This is supported by an availability of good quality water and sewer facilities and a sound infrastructure.

3.1.3 Inter-municipal Cooperation and Partnerships

- The City recognizes the need for inter-municipal cooperation and is working with other municipalities to promote regional economic development. The City currently participates in a number of inter-municipal planning initiatives with the adjacent rural municipalities e.g. Melfort District Planning, regional water supply, regional landfill, fire protection, emergency measures, etc. There is an opportunity for enhancing partnerships and inter-municipal cooperation in the delivery of services.

3.1.4 Enhanced and Integrated Services

- There is an opportunity to assist agencies in providing suitable accommodation and services to an increasing number of seniors in the community. Projections indicate that there will be an increase in seniors which provides an opportunity for examining ways of enhancing services and providing suitable housing to the elderly. There may also be opportunities to spearhead the integration of services on a partnership basis so as to provide more effective and efficient delivery of services.
- There is an opportunity for expanding post-secondary educational services to local and regional residents. This would enhance educational services to the area and could possibly assist in retaining young people in the community longer.

3.2 Constraints

3.2.1 Single Industry Community

- The City relies primarily on serving the agricultural industry. The fluctuating agricultural sector can result in a lower demand for certain goods and services. This factor has slowed retail business and reduced employment opportunities leading to a decline in the overall population. Diversification in industry and business creating employment opportunities are key to improving the local economy.

3.2.2 Population Trends

- An expected decline in the rural population and general aging of the population are issues that need to be monitored and addressed in future community plans. Long term projections indicate that as the community and regional population ages there will be an overall decline in population. Diversifying the local economy and developing new industry would provide more employment opportunities and could lead to an increase in the population.

3.2.3 Development Constraints

- In planning future development there must be consideration given to natural and man-made features. Man-made features include structures such as the sewage lagoon, utility lines, roadways and rail lines which all influence the spatial distribution of development. Also, there are low lying areas along

Melfort Creek that are subject to flooding that have been designated a flood hazard area under the Canada-Saskatchewan Flood Damage Reduction Program. Lower topography in other areas of the community such as the southwest and parts in the northwest would have an impact on serviceability.

4 POPULATION

4.1 Demographic Trends

A demographic analysis of the population of Melfort and surrounding region as well as a review of Statistics Canada data reveal a number of emerging trends that will impact on future community planning. These trends and the implications of them on the City are as follows:

- SHSP population statistics for 1995 indicate a population of 5,904 people which represents an overall decline since 1981. Maintaining an appropriate balance between population and associated infrastructure and facilities will be a challenge for the community.
- The young population (0-19 and 20-39 age groups) is declining. A declining young population combined with an aging of the 20 - 39 cohort and a low birth rate will have an impact on natural increase and ultimately upon school enrolment. In-migration will be a key factor in maintaining a stable population. Enhancement of post secondary education programs will be important in allowing young people to stay in Melfort.
- The population is aging with an increase in senior population (60 and over age group). The provision of suitable housing, health care facilities and services will be major considerations in meeting the demands of the elderly.
- The average household size should remain relatively stable at the current rate of 2.4 persons per household over the next 10 years, but is expected to decline in the long term. This will mean smaller families with fewer children. This may require increasing the size of neighbourhood and density of housing in maintaining suitable school enrolment. Alternatively, the reuse of schools or parts thereof should be a consideration in future planning and integration of community services.
- Single person households (single seniors and single parents) is expected to increase impacting on social housing needs.

4.2 Labour Force

The labour force analysis provides an historical view of employment in Melfort. A summary is presented below:

- Total labour force has increased with an employment participation rate that is higher when compared with the region and province. Conversely, the unemployment rate is lower than the region and province indicating that Melfort offers employment opportunities driven by a vibrant workforce.
- Melfort does not have a large surplus labour pool. For a major employer this would mean attracting new people into the workforce many of which would come from outside the community. New employment opportunities would be key in attracting new people to the community.
- Retail trade and service sectors account for about 66 percent of employment. This percentage is much higher when compared with the region and province for the same sectors. The high percentage substantiates Melfort's role as an important regional service centre. Enhancing educational services will provide the necessary skills for managing services and business.
- Statistics show that government, managerial and clerical jobs are important to the community. This information illustrates the importance of Melfort as a regional centre for government and institutional facilities. Maintaining jobs in these sectors will be key to retaining young people in the community.
- There is a higher percentage of persons employed in primary industries (agriculture) in the region as compared to the province. City businesses need to target opportunities in this sector.
- Household income is somewhat less than the provincial average likely attributed to the higher number of persons employed in the retail and service sectors that pay slightly lower wages than some of the other sectors. This factor will impact on disposable income for goods and services and affordability for

residential accommodation.

4.3 Population Projection

Four population forecasts for Melfort are summarized below:

- **Scenario 1 (Moderate Growth):** This scenario is based on the 1976-81 migration pattern and is representative of a high growth period. Moderate growth is projected with an estimated population of 6,418 in 2006 and 6,443 in 2011.
- **Scenario 2 (Low Growth):** This scenario is based on the 1981-86 migration pattern and projects an increase in population to 6,202 in 2006 with a decline to 6,144 in 2011. This period is representative of moderate growth but is slightly lower than for the 1976-81 time frame.
- **Scenario 3 (Population Decline):** This scenario is based on the 1986-91 migration pattern and estimates a decline in population to 5,089 in 2006 and 4,678 in 2011. This scenario is representative of the recessionary period in the province and is unlikely to be the best estimator of future population as improvement in the economy is expected.
- **Scenario 4 (Population Decline):** This scenario is based on the 1976-91 migration pattern and estimates a decrease in population to 5,873 in 2006 and 5,691 in 2011. This period provides a fifteen year average, however, the estimated population is restrained by the more recent recessionary period in the province.

The above scenarios provide a basis in identifying a target population for the Basic Planning Statement. While a decline in regional population is expected, overall improvement in the provincial and local economy is anticipated which will likely result in a more stable population. Enhanced employment opportunities through diversification could lead to improvement in the local economy and in community growth. Attempting to precisely determine a specific population in the future is prone to considerable error. A more meaningful approach is to define a population range and use the forecasts as a guide in future planning. Therefore, to guide Council on community development, a population range of 6,000 to 6,500 residents will serve as a basis for future land use planning and the provision of facilities and services.

5 LAND USE CONCEPT

Map No. 1 Land Use Concept designates land use development in the City of Melfort and denotes specific policy areas which are identified alphabetically A through J. The map reflects the existing land use pattern identified in Map No. 2 Generalized Land Use and designates future land use as supported by policies on development set out in the Basic Planning Statement. The designation of land uses reflects the City's perspective on community development and provides a framework for community planning. Any future development activities within these areas will be subject to specific zoning controls and site specific analysis. The following designations and the objective of each are as follows:

Residential: This designation recognizes existing residential development and lands subdivided or intended for future residential development. Residential Policy Areas A to D are identified which provide specific policies. Within these areas land use will be determined by specific zoning of the area in the zoning bylaw.

Commercial: This designation reflects existing commercial development. Separate designations identify future central business district, highway and service commercial uses, shopping centre development, and neighbourhood commercial. Highway Commercial Policy Areas E to H identify policies for specific areas.

Industrial: This designation reflects existing industrial development and identifies future development areas. Industrial Policy Areas I to K identify policies for specific areas. Separate designations will be provided for light and heavy industrial uses in the zoning bylaw.

Public Service and Utility: This designation reflects major institutional uses throughout the City recognizing buildings such as the hospital and schools. The major utilities are also specifically identified.

Parks, Recreation And Open Space: This designation recognizes the major recreational facilities and future use in the community. The open space designation may be used separately where limited or no development is intended and the primary function is for preserving natural features or protecting adjacent development.

Urban Holding: This designation applies to land that may be developed in the long term, but is not required to meet the needs of a population range of 6,000 to 6,500 residents. Development in these areas will be controlled so as not to prejudice future development. Proposals for urban development may be considered and would be evaluated in terms of the Basic Planning Statement. Changes to the Basic Planning Statement would be considered upon the submission of a proposal.

6 HOUSING AND RESIDENTIAL DEVELOPMENT

6.1 Issues and Concerns

A primary concern to the community is providing suitable housing to meet the needs of residents. Infilling and redevelopment of existing residential areas provide for the economical provision of services which are often in close proximity to commercial and institutional facilities. Alternatively, new areas for residential development need to be considered as well. An assessment of existing housing reveals that dwelling needs have historically been met primarily by single family residences. This form of housing will likely continue to dominate, but emerging trends show that specific needs will need to be met.

The community provides a full range of residential accommodation. Meeting the present and future demands for housing by providing a broad range of accommodation is a concern of Council. All developments need to be planned appropriately and integrated effectively within the community. The growing number of seniors will require that affordable, suitably located housing be provided. Seniors need to be in close proximity to the central commercial area where many of the services are in order to maintain independence.

In estimating the demand for new housing, residential needs are based on an average of 2.4 persons per household and a dwelling composition of 70% single detached, 3% mobile homes, 22% multiple units, and 5% other dwelling types. For a target population of 6,500 persons (which represents approximately 500 additional persons), about 208 dwelling units will be required. There is an existing inventory of 60 City owned single detached residential lots and a number of mobile home lots that could be utilized for infill housing and are considered in calculating future land needs. Also, there are a number of vacant private lots that could be developed. Based on a density of 10 dwelling units per hectare (4 dwelling units per acre) for single detached, mobile homes, and other; and a moderate density of 30 units per hectare (10 units per acre) for multiple units, about 9 hectares (22 acres) will be required for single detached dwellings and about 1.5 hectares (4 acres) will be required for multiple units (comprised primarily of fourplexes and townhousing). About one hectare of land will be required for two-unit dwellings such as semi-detached and duplex dwellings. The housing unit mix proportions and land requirement estimates are summarized in Table 1.

Based on current consumption rates, City owned lots provide a sufficient inventory to accommodate single detached dwellings for two to three years. The City also owns sufficient land to accommodate residential subdivision and development beyond the target population. In the event of an unexpected increase in demand for housing, new housing locations will need to be considered. Map No. 3 Development Constraints shows the constraints that need to be considered when planning new residential development which include:

- low lying areas that have servicing limitations;
- existing overhead and underground utility lines;
- providing a 300 metres set back from the sewage lagoon;

- developing land within convenient walking distance of an elementary school (a maximum 800 metre distance is a recommended planning design standard);
- consideration of Highway No. 3 and the railway which split the residential community; and
- recognition of flood prone areas along Melfort Creek as identified under the Canada/Saskatchewan Flood Damage Reduction Program.

Table 1: Dwelling Unit And Land Requirements

Dwelling Type	Number of Units	Land Requirement (Hectares/Acres)
Single Detached	146 - 60 = 86	9/22
Multiple Unit	46	1.5/4
Mobile Home	6	0
Other	10	1/2.5

Note: The dwelling unit requirements are based on historical development and household/dwelling assumptions. Future development and land requirements will be influenced in terms of developments costs and individual affordability.

New development should be guided using the neighbourhood concept. This concept is based on the principle that each neighbourhood unit is defined or separated by an arterial street. Each neighbourhood unit is sufficient in population to sustain a central elementary school developed in conjunction with a park. Subdivisions are designed using crescents, cul-de-sacs, and bays, and incorporates a hierarchy of streets and features curvilinear streets as a way of reducing the speed of traffic and increasing traffic safety.

Building maintenance and upkeep is another important issue. In order to preserve a visually pleasing community, policies are necessary for the construction and maintenance of buildings. In addition, mobile homes must be certified to meet safety standards.

6.2 Objectives

- (1) To provide land suitable for future residential development that is serviceable and compatible with adjoining land uses.
- (2) To provide for orderly and cost efficient housing which incorporates phasing of residential development.
- (3) To provide for a full range of residential uses including single detached, semi-detached, duplex, and multiple-unit dwellings as well as mobile homes.
- (4) To ensure that buildings are constructed and maintained to acceptable standards.

6.3 Policies

6.3.1 General Policies On Residential Development

- (1) The supply and demand of residential land will be monitored by the City so as to meet the needs of community residents. Where demand warrants, Council will take the necessary steps to acquire and subdivide land for residential purposes where there are insufficient lots.
- (2) A broad range of residential dwellings will be accommodated to meet varying lifestyles as provided by different zoning districts.

- (3) The neighbourhood concept of residential design will serve as a basis for new residential subdivision.
- (4) The development of new residential areas will be planned taking into consideration:
 - compatibility of adjoining land use;
 - avoidance of environmentally sensitive and hazardous areas;
 - the ability of the City to provide efficient and economical municipal services;
 - impact on financial and capital planning by the City; and
 - subdivision design and site planning aspects.
- (5) New residential development will be phased and attention will be given to proper subdivision design taking into consideration the following factors:
 - effective and safe street design;
 - lot orientation and visual amenities;
 - maximizing building setback from intersections;
 - providing larger lots at intersections;
 - developing deeper lots on a collector street; and
 - provision of buffer strips, walkways, municipal and environmental reserve dedicated pursuant to *The Planning and Development Act, 1983*.
- (6) The City will encourage the provision of affordable housing by:
 - cooperating with the Local Housing Authority in providing appropriate locations for development;
 - assisting in the development review process; and
 - where appropriate, and within financial capabilities, participating in public projects.
- (7) A high standard and quality of housing development will be maintained and regulated by the City's Building Bylaw.

6.3.2 Single, Semi-detached and Duplex Dwellings

- (1) Low density residential development comprised of single detached dwellings will be the primary form of housing in the community.
- (2) Semi-detached and duplex housing will be permitted in residential areas and controlled by the zoning bylaw.
- (3) The use of varying forms of architectural design and exterior finishes will be encouraged as a means of enhancing the visual appearance of new housing projects.

6.3.3 Redevelopment and Infill Housing

- (1) Redevelopment and infill residential development will be supported to maximize the use of existing infrastructure and services and to rehabilitate properties.
- (2) All stable low density residential areas will be maintained and any development will be in keeping with the character of the area and the capability of municipal services to handle the new development.
- (3) Development to a higher density in established residential areas may be considered where the location criteria for multiple unit dwellings are met and the condition or quality of existing housing warrants redevelopment.

6.3.4 Multiple Unit Dwellings

- (1) Multiple unit dwellings will generally be directed to sites that:
 - are located on a collector or arterial street (except for developments in established residential areas near the central business district);
 - are in close proximity to community services which meet the needs of prospective residents;
 - and
 - can be developed so as to minimize any impact on lower density residential development.
- (2) In addition to subsection (1), close proximity to the central business district will be a factor considered in multiple unit development intended for senior citizens.
- (3) Multiple unit dwellings containing four or less dwelling units may be allowed on a local street where development will not conflict with adjacent properties.
- (4) Multiple unit dwellings will be controlled by the zoning bylaw and allowed in districts intended to accommodate a mix of residential dwellings.

6.3.5 Manufactured Homes or Mobile Homes

- (1) Manufactured Homes or Mobile homes will be permitted in areas designated and zoned for mobile homes.
- (2) Expansion of existing or new mobile home areas will not be allowed until such time as existing mobile home areas are fully developed.
- (3) All new manufactured homes or mobile homes shall meet Canadian Standards Association regulations as set out in CAN/CSA Z240-MH Series.

6.3.6 Modular Homes

- (1) Modular Homes will be permitted in R1, R1A, R2 and R3 Areas as they are commonly described as single-detached, or multi-family, single level or multi-storey which can be a single family, town-home, duplex, two-storey, etc.
- (2) All site-built and modular-built homes shall meet the Canadian Standards Association (CSA) A277 rating (dated 1990 or later) as well as the National Building Code 9.15.2 and 9.15.1.3.
- (3) The requirements for this type of structure permitted in R1, R1A, R2 and R3 Areas are based on the Modular Housing Association's Model Architectural Compatibility Guidelines for Modular Homes.
- (4) Modular homes are built in a factory as a three dimensional module that may be combined onsite to make one, two or three storey homes.

6.3.7 Residential Land Use Policy Areas

- (1) Map No. 1 Land Use Concept identifies the residential land use policy areas to which the following development policies apply:
 - (a) **Residential Policy Area A:** This is a new residential development area that is close to community services and facilities. Future development is constrained by potential flooding along Melfort Creek and water line and hydro utility easements crossing through the property.
Policies

- (i) Future building construction will be setback from Melfort Creek in safeguarding development from potential flooding in accordance with the safe building line established under the Flood Damage Reduction Program.
 - (ii) Council will require that an agreement be signed on land that is the subject of a development caveat to ensure that development meet safe building requirements.
 - (iii) Map No. 4 Residential Area A Concept Plan will serve as a guide for future development. Within this area, residential development will be phased as follows:
 - Phase 1 represents recently subdivided land which will be the focus of new housing in the immediate future.
 - Phase 2 development will take place after the inventory in Phase 1 is below a two year supply based on the consumption rate for the last two years for single detached dwellings.
 - Phase 3 development will take place after the inventory in Phase 2 is below a two year supply based on the consumption rate for the last two years for single detached dwellings. The exception to this policy will be development of multiple unit dwellings which will be supported in this area subject to multiple unit dwelling policies. Development of this phase will allow for the completion of Park Avenue thereby providing another primary point of access to the subdivision.
 - Phases 4 and 5 are viewed as long range residential development beyond the target population of 6,500 persons.
- (b) **Residential Policy Area B:** The Melfort Heights subdivision is an established residential area originally developed in the rural municipality and subsequently annexed. The area is close to schools and community services and is suitable for further development.

Policies

- (i) A mix of residential development will be allowed.
 - (ii) The concept of larger residential sites will be supported in this area which may include the combining of smaller lots into a larger building site.
 - (iii) Infill development will be encouraged so as to develop vacant lots and utilize existing services.
 - (iv) Multiple unit dwelling development will be encouraged in this area subject to the specific policies for multiple unit dwellings.
- (c) **Residential Policy Area C:** This is an established residential area that developed during the 1950's. Infill development has taken place over the years providing a mix of residences, however, there are vacant properties presenting an opportunity for further infill development. The area is somewhat constrained by its proximity to the CNR railway and its greater distance to some services and facilities. The area does contain public amenities such as a school and park and provides an alternative location for residential development. Existing commercial uses in this area can be accommodated as neighbourhood commercial uses. Preserving the residential character of the area will be important in future development.

There is potential for expansion of residential development to the south-east in NW¼ 6-45-18-W2M. Windsor Slough and the golf course to the east provide scenic attributes for this area. Any development would need to be in accordance with established policies and also be developed

above the safe building elevation identified for this area. Any expansion to the west of this policy area is limited at present by the existing farm yard located in the NE¼ 1-45-19-W2M.

Policies

- (i) Residential development will be protected from the encroachment of conflicting land uses such as industrial and commercial uses.
 - (ii) Where appropriate, vacant lands will be set aside as open space or green space as a way of enhancing the residential character of the area.
 - (iii) Infill development of existing lots will be encouraged in this area.
 - (iv) Mobile home development will be directed to designated mobile home parks and mobile home subdivisions in this area.
 - (v) Multiple unit dwelling development will be encourage in this area subject to the specific policies for multiple unit dwellings.
 - (vi) Residential development will be supported on the east one-half of Blocks 1 and 2, Registered Plan No. I362 and part of the west section of Block 34, Registered Plan No. CI482 as a means of:
 - accommodating existing residences which are presently zoned commercial and are non-conforming uses;
 - maintaining the residential character of this area;
 - curtailing further intrusion of retail commercial uses in a southerly direction into the established residential area; and
 - supporting the policy of concentrating retail commercial uses in the central business district.
 - (vii) Convenience commercial development will be supported in this area subject to the specific policies for neighbourhood commercial.
- (d) **Residential Policy Area D:** This is the primary established residential area that provides for a broad range of housing accommodation, related uses and public amenities. Preserving a high standard of residential development and protecting the area from the encroachment of conflicting land uses are important to community development.

Policies

- (i) A mix of residential housing will be allowed.
- (ii) Residential development will be protected from the encroachment of conflicting land uses such as industrial and commercial uses. Expansion of central business commercial may be considered where it meets the policy guidelines on commercial expansion.
- (iii) Infill residential development will be encouraged in compliance with specific policies and zoning regulations.
- (iv) Mobile home development will be directed to the existing mobile home location in this area.
- (v) Multiple unit dwelling development will be continued in this area subject to the specific

policies for multiple unit dwellings.

7 CENTRAL BUSINESS DISTRICT

7.1 Issues and Concerns

The Central Business District provides many of the essential services necessary in fulfilling Melfort's role as an important regional service centre. Melfort is presently served by a broad range of businesses providing complete retail shopping, financial, and personal services to local and area residents. Consequently, most of the demand is met locally with only some specialized services obtained in larger centres.

It is recognized that a strong central business district is fundamental to community viability and stability. It provides a major source of financial assessment required to sustain services for the community and region. The importance of Melfort as a regional shopping centre is expected to continue in the future and play a major role in accommodating visitor needs in the area of tourism.

While the focus of retail commercial is along Main Street, there are some issues that Council needs to consider in policy development for the central business district:

- expansion northward along Main Street has resulted in several blocks of linear development as opposed to a more concentrated commercial area;
- C1-Commercial District zoning applied to an area south of the railway along Broadway Street. This area is removed from the main central business district;
- redevelopment and development of vacant properties including areas abutting Main Street;
- non-conforming single detached dwellings;
- provision of parking;
- large site users in the central business district; and
- reuse of the old City Hall site. Any redevelopment needs to complement and contribute to a strong central business district.

There are a number of single detached dwellings in the central business district that are non-conforming uses. Some of these dwellings are located on Main Street while others are located away and on the periphery of the central business district. Where such dwellings abut Main Street, the intent should be to maintain the lots for future commercial use. Where such dwellings exist elsewhere, the specific location, the extent of residential development, the amount of vacant commercial land, and land use need to be considered in determining the policy for these properties.

In the future, it is important that existing commercial infrastructure and investment be protected, and a compact and cohesive commercial area be maintained for the mutual benefit of existing businesses and the community. The central business district and adjoining highway commercial uses on Saskatchewan Avenue provide an important linkage between the Melfort Shopping Centre and Northlands Mall which are important nodes of commercial development. Where considered appropriate by Council, proposals for new retail and highway/service commercial uses and redevelopment should be directed to the area located along Saskatchewan Avenue and Main Street as a means of maintaining this linkage and promoting a cohesive commercial sector. The area will need to be maintained for commercial uses and related compatible development and appropriately designated in the zoning bylaw.

In keeping with the principle of providing a cohesive commercial area along Main Street, the smaller commercial zoned area located south of the railway along Broadway Street should be confined to existing land areas. In keeping with the intent of maintaining the residential character of the area, further commercial expansion should not be allowed. Residential development would be more appropriate for this area including multiple unit dwellings. This area is close to Burke School and fronts on an arterial street. Retail businesses should be encouraged to locate in the central business district.

Central business district improvement and parking are other issues that must be considered. Council can encourage

the improvement in the appearance of the central business district through upgrading and maintenance of buildings, landscaping, and screening of outside storage. In addition, much of the central business district area relies on-street parking. Sufficient parking must be provided to meet any future needs in an effective manner. This could include off-street parking lots developed in suitable areas in the central business district.

7.2 Objectives

- (1) To promote and maintain a cohesive, aesthetically pleasing, and well planned central business district.
- (2) To ensure an available supply of land for commercial development.
- (3) To provide adequate parking to meet the needs of the central business district.
- (4) To encourage the development of new businesses.

7.3 Policies

- (1) The area shown as Central Business Area on Map No. 1 Land Use Concept identifies the location for future retail commercial use.
- (2) Council supports the concept of a cohesive and concentrated central business district.
- (3) Council will examine ways of strengthening the viability of the central business district as a nucleus of retail commercial by:
 - enhancing the appearance and amenities including streetscaping;
 - supporting the principle of a business improvement district;
 - facilitating development in the commercial area through purchase or exchange, on a case by case basis, and within the City's financial capability; and
 - supporting the primary mandate of the Melfort and District Chamber of Commerce as a business based organization.
- (4) Expansion of the central business district into the residential area may proceed only in an orderly manner and rezoning will be based on:
 - maintaining contiguous development in support of a cohesive commercial area;
 - the extent of vacant commercial zoned land;
 - the age and condition of any buildings;
 - adjoining land uses; and
 - the orientation of the lot to adjoining land uses.
- (5) The following properties contain dwellings, but due to the location and proximity to the central business district can be considered as possible sites for expansion of the central business district:
 - Lots 12-16, Block 4 and Lots 8-11, Block 7, Registered Plan No. G3640; and
 - Lot 18, Block 8 and Lots 16-19, Block 15, Registered Plan No. E4566.Redevelopment of these sites will be considered at the request of a developer or landowner in accordance with the expansion guidelines provided in Section 7.3(4).
- (6) Shopping centre and mini mall development will be allowed in the central business district.
- (7) All new development will be required to provide on-site employee parking.
- (8) On new development or redevelopment, public customer parking requirements will be met by the following means:
 - on-street parking adjacent to the business;

- on-site (off-street) parking located either in the rear or side of the property;
 - parking space located within 20 metres of the business; and
 - cash-in-lieu of on-site (off-street) parking.
- (9) Council will continue to promote the City as a place for new businesses, in conjunction with organizations such as the City's Economic Development Committee.
 - (10) Existing single detached dwelling properties in the central business district on Main Street will be reserved for future commercial use. These dwellings can continue as non-conforming uses and will be subject to the provisions of *The Planning and Development Act, 1983*.
 - (11) The focus for redevelopment of City owned land in Block 14 will be to enhance development in the central business district.
 - (12) Commercial developments requiring large sites will be accommodated as a discretionary use in the central business district.

8 HIGHWAY COMMERCIAL DEVELOPMENT

8.1 Issues and Concerns

Highway commercial uses serve the needs of the travelling public and generally require large areas of land and traffic exposure. These uses are located primarily along Highway No.'s 3 and 6 as well as along Saskatchewan Avenue. The range of commercial uses varies from large site users such as motels, hotels, service stations, automobile and farm equipment sales to smaller sites for fast food outlets and restaurants. Also, there are some service commercial uses located in this area. The focus of fast food outlets has been along Saskatchewan Avenue. Northland Mall on Saskatchewan Avenue provides concentrated service and retail commercial uses similar to that of Melfort Mall located at the north end of the central business area. Expansion of automobile dealerships has taken place in the south part of the City at the intersections of Highway No. 3 and 6, and the new Highway No. 41.

In the future, it is important that highway commercial use complement the service centre role of the City without negatively impacting on the central business area. It should not be the intent to allow uses that are more suitable in the commercial area. It is similarly important to maintain a highway commercial area for uses requiring good vehicular access and larger sites. Also, concentrating commercial uses is important as a means of providing efficient servicing. Providing services for linear developments is costly and opportunities for infill development should be given priority in order to maximize effective and efficient servicing. In examining new development, existing land use and the overall impact on the community need to be considered. In addition, new development should meet the overall concept of maintaining a cohesive commercial area along Main Street and Saskatchewan Avenue between the two shopping malls. Any future highway commercial developments requiring a large site such as an implement or automobile dealership or recreational equipment sales should be directed to suitable locations within the highway commercial zone (i.e. Highway No. 3 west, Highway No. 6 south, and Highway No. 41 abutting the south industrial park). The Saskatchewan Avenue corridor should be maintained for highway commercial uses requiring medium sized lots. Central business district commercial should not be allowed to encroach into this area.

8.2 Objectives

- (1) To provide for a sufficient supply of land appropriate for development of highway commercial and service related commercial uses developed in an efficient and effective manner.
- (2) To support the expansion of highway commercial operations and allow new development within the financial and servicing capabilities of the City in compliance with the overall objectives for commercial development in the community.

- (3) To maintain and promote a visually appealing highway and service related commercial area.

8.3 Policies

8.3.1 General Policies on Highway Commercial Areas

- (1) Highway commercial will generally be comprised of uses serving the travelling public, requiring good vehicular access, highway exposure, and larger sites. Development may be accommodated as part of a mini mall which includes those uses that are allowed in the C3 - Shopping Centre Commercial District.
- (2) Priority will be given to infilling vacant highway commercial land for appropriate development.
- (3) New highway commercial development requiring rezoning of land will be evaluated based on the following factors:
 - land use compatibility with existing development;
 - the impact on the commercial sector and regard to enhancing the role of the City as a regional service centre;
 - the ability of the City to provide efficient and economical municipal services;
 - impact on financial and capital planning by the City;
 - site planning aspects pertaining to aspects such as vehicular and pedestrian access, and landscaping, etc.;
 - compliance with the Roadway Network Plan ensuring that the use does not impede the proper flow of vehicular traffic; and
 - land use concept designation and zoning of the site.
- (4) Where necessary, the City may undertake to acquire land through purchase or exchange to facilitate highway commercial development.
- (5) Council will promote and advertise the City to encourage the establishment of new highway commercial businesses.
- (6) Council will promote and maintain an aesthetically pleasing highway commercial district controlled by development guidelines and regulations provided in the zoning bylaw.

8.3.2 Highway Commercial Land Use Policy Areas

- (1) Map No. 1 Land Use Concept identifies the highway commercial land use policy areas to which the following development policies apply:
 - (a) **Highway Commercial Policy Area E:** This small area contains an agricultural service centre and a Ducks Unlimited office and compound. It is expected that similar types of developments requiring large lots would be continued in this area. This area does present expansion opportunity with vacant frontage within City limits. There is provision for a service road that may be extended if necessary.

Policies

- (i) Highway commercial uses requiring large sites will be permitted in this area.
- (ii) Adjacent heavy industrial development to the north will require a close review of development proposals. Land use compatibility will be a major consideration in examining proposals in this area.

(iii) Expansion of highway commercial uses in this location may be considered along Highway No. 3 through rezoning of the land.

- (b) **Highway Commercial Policy Area F:** This area is at the intersection of Highway No. 3 and No. 6 and has superior vehicular access and visibility. The area contains a glass shop, service station, and automobile dealership vehicle storage. Lots 1 - 4 and 23 - 28 in Block 29 are vacant and present an opportunity for development. The south half of Block 41 is shallow and serves as a buffer to residential development to the north.

Policies

- (i) Future development will be compatible with adjacent residential, commercial and municipal uses.
- (ii) Development standards supporting high quality developments will be provided in the zoning bylaw. Attention will be given to the appearance of future development with controls on buffering and screening of outside storage, and site landscaping.
- (iii) Given the smaller area available, uses requiring medium sized sites would be developed in this area in accordance with the minimum site sizes established for highway commercial areas.
- (iv) As a means of providing flexibility for development, complementary to the central business area, service commercial uses may be allowed as a discretionary use subject to site specific development standards supporting high quality, well planned development.
- (c) **Highway Commercial Policy Area G:** This area contains a mix of highway and service related commercial uses in close proximity to the central business district. Lot sizes vary in this area from medium to large lots.

Policies

- (i) This area will allow for commercial uses requiring medium to large sites that will serve as a linkage between the Melfort Shopping Centre and Northlands Mall complementary to the central business district commercial.
- (ii) As a means of providing flexibility for development in this area, which is in close proximity to the central business area, service commercial uses may be allowed as a discretionary use subject to site specific development standards supporting high quality, well planned development.
- (iii) Site specific development standards in the zoning bylaw will apply to this area as a means of enhancing the visual appearance of development with requirements for buffering, screening of outside storage, and landscaping.
- (iv) Infill highway commercial development will be encouraged as a means of utilizing vacant properties.
- (d) **Highway Commercial Policy Area H:** This area has superior access via developed service roads. It is expected that this area will provide for a broad range of highway and service related commercial development. The area has recently been serviced with water.

Policies

- (i) This area will serve as a major location for a mix of highway and service commercial development with a variety of site sizes.
- (ii) Given the high visibility, at the intersection of two major highways, development standards supporting high quality developments will be provided in the zoning bylaw.
- (iii) Infill highway commercial development will be encouraged as a means of concentrating development and effectively utilizing existing services.
- (iv) Expansion of highway commercial uses will be along Highway No. 41 adjacent to the south-east industrial park and Highway No. 6. Map No. 5 Highway Commercial and Industrial Concept Plans will serve as a guide for future highway commercial subdivision along Highway No. 41.
- (v) Expansion in a northerly direction along the east side of Highway No. 6 will be subject to an agreement requiring that all buildings and structures be appropriately flood proofed at the expense of the proponent as this land is in a flood hazard area.

9 SHOPPING CENTRE DEVELOPMENT

9.1 Issues and Concerns

The Melfort Shopping Centre located north of the central business district on Main Street and the Northlands Shopping Mall fronting on Saskatchewan Avenue provide for a broad range of commercial and retail business in the community. These two shopping facilities provide diversity of commercial businesses and attract local shoppers as well as residents in the region. The malls are important in maintaining Melfort as a regional service centre.

The shopping centres are also important anchors for the central business district and adjoining highway commercial area. It is important that any new business development be directed to the area located along Saskatchewan Avenue and Main Street as a means of maintaining a linkage and promoting a cohesive retail commercial sector. Vacant properties abutting the Melfort Shopping Centre provide an opportunity for additional commercial or office development.

A concern with future development or expansion of the existing shopping centres (malls) is the net benefit to the community and potential impact on the central business district. It is equally important that any shopping centre development or expansion be examined in relation to the impact on existing commercial uses and on the City's overall development.

9.2 Objectives

- (1) To provide for orderly development of shopping centre commercial development in appropriate locations in the community.
- (2) To ensure that shopping centre development and expansion meet local needs and complement overall commercial development in the community.

9.3 Policies

- (1) Shopping centre development outside of the central business area will be located in the areas identified as Shopping Centre Commercial on Map No. 1 Land Use Concept.
- (2) Future development of major shopping centres will be encouraged to locate in the central business

district.

- (3) Proposals for new shopping centre construction and expansion of the existing shopping malls will be made based on the following factors:
 - land use compatibility with existing development;
 - the impact on the commercial sector with regard to enhancing the role of the City as a regional service centre;
 - incremental development as a means of minimizing negative economic effects on existing commercial uses;
 - the ability of the City to provide efficient and economical municipal services;
 - impact on the financial capability of the City to absorb costs of the development and capital planning;
 - site planning aspects pertaining to aspects such as vehicular and pedestrian access, and landscaping, etc.;
 - compliance with the Roadway Network Plan ensuring that the use does not impede the proper flow of vehicular traffic; and
 - land use concept designation and appropriate zoning for the site.
- (4) Proponents requesting the rezoning of land for new shopping centre development will provide the necessary documents respecting any studies pertaining to the economic viability of the proposed project in addition to those factors identified in Section 9.3(3).
- (5) A separate zoning district will be provided for shopping centre development outside of the central business district that will be applied to the existing malls and for new development approved in accordance with the policies for shopping mall development.

10 NEIGHBOURHOOD COMMERCIAL

10.1 Issues and Concerns

Neighbourhood commercial uses are intended to serve local residents and provide convenient shopping in areas removed from commercial development. Uses such as convenience stores, movie and video rental, laundry facilities may be accommodated in a residential neighbourhood. It is important that any development be small in scale and not compete on a larger scale with the established commercial sector. It is also important that any development be regulated so as to minimize land use conflict through appropriate location and site specific development requirements.

10.2 Objectives

- (1) To provide for the development of neighbourhood convenience shopping.
- (2) To ensure the orderly development of convenience stores appropriate to the residential neighbourhood.

10.3 Policies

- (1) Neighbourhood commercial will be allowed in areas designated as Neighbourhood Commercial on Map No. 1 Land Use Concept.
- (2) Neighbourhood commercial development will be:
 - restricted by the maximum floor area for the building and parcel size; and
 - developed so as to minimize land use conflict and provide an enhanced appearance through site development criteria as set out in the zoning bylaw.

- (3) New neighbourhood commercial areas will be:
 - restricted to a collector or arterial street,
 - located on a corner lot; and
 - developed in close proximity to higher density housing.

11 HOME BASED BUSINESS

11.1 Issues and Concerns

Home based business (home occupations) is an important component of the commercial sector in the community. The overall increasing trend in home based business can be attributed to improved technology and lower overhead costs. Home based businesses create employment opportunities, provide enhanced services, and assist in stimulating the community economy through purchase of local goods. Through expansion, home based business can also lead to full scale enterprise which may relocate in the commercial area.

While the benefits are obvious, there are often concerns with home based businesses. Local residents are often concerned with increased noise, odour, litter and traffic, outside storage, decreased property values and detracting from the residential character of the neighbourhood. For the business community, home based business may be perceived as unfair competition. For the municipality, maintaining appropriate regulations, impact on business, and dealing with expansion are major concerns. Home based business can provide significant opportunities for business enhancement in the community, however, they need to be regulated effectively to minimize any negative impact on residential areas.

11.2 Objectives

- (1) To provide opportunities for self-employed individuals to operate home based businesses compatible with the residential area as regulated by the zoning bylaw.
- (2) To minimize any negative impact of home based business on the neighbourhood.

11.3 Policies

- (1) Home based business is an important element in enhancing commercial enterprise and overall economic development in the community and will be accommodated in specific residential areas.
- (2) With a view of maintaining the residential character, home based businesses will be evaluated based on the following general factors and performance criteria established by the zoning bylaw:
 - the extent of increased vehicular and pedestrian traffic in the neighbourhood;
 - compatibility with neighbouring properties and potential for land use conflict;
 - impact on the residential character of the neighbourhood; and
 - employees involved in the business.
- (3) Home based businesses will be required to comply with the City's Building Bylaw.

12 INDUSTRIAL DEVELOPMENT

12.1 Issues and Concerns

Melfort's industrial development is concentrated in primarily two general locations although three areas are designated for industrial use. The north-west industrial park is the major area of industrial development containing a broad range of uses such as wholesale trade, transportation, and construction industries, as well as manufacturing and processing operations. There are several vacant parcels in this area that are available for development. The area is

served by Highway No. 6 north and has good vehicular access linking with Highway No. 3 to the west via McDonald Avenue. The area north of McDonald Avenue is zoned for light industrial use. This area contains two industrial uses as well as a number of dwellings. The area south of McDonald Avenue is more fully developed with industrial and utility uses. In order to avoid any land use conflict, new residential development outside of replacement of existing dwellings, should not be permitted in this area given the current and future industrial development contemplated for the area. Servicing of the area would be necessary prior to any major development in this area.

The south-west industrial area located along the railway line is the oldest of the areas and contains a mix of service related commercial and industrial development. It is an area that has good vehicular access as well as exposure to the railway. However, the area is constrained as there is residential development to the south. It is important that any further development not conflict with adjacent residential uses, therefore, development needs to be controlled in a way that minimizes the impact on adjacent residences.

The south industrial park is comprised of about 100 acres located adjacent Highways 3 and 6 and is partially serviced. Much of this area remains undeveloped and contains a warehouse and a utility. Attracting development to this area is important given the need to diversify the local economy. The area has excellent highway access and opportunity for development. Part of this industrial park is within the flood fringe area and sites below the elevation of 459.9 metres are subject to flooding. Therefore, in order to minimize any potential surface flood damage to property, the City of Melfort requires that permanent buildings and structures be appropriately flood proofed, as may be required by an agreement, prior to issuing a development permit.

12.2 Objectives

- (1) To attract new industrial and manufacturing operations that diversify the local economy as a means of creating employment opportunities.
- (2) To designate areas for the development of industrial operations which will minimize conflicts with other land uses.

12.3 Policies

12.3.1 General Policies on Industrial Development

- (1) Sufficient lands will be set aside to meet the demand for industrial development.
- (2) The City will group similar industrial uses into light and heavy industrial uses as a means of promoting compatible land use.
- (3) Priority will be given to infilling vacant industrial land for appropriate development within the designated industrial parks.
- (4) There is presently sufficient industrial designated land to meet the expected needs of the community. In the event that new industrial expansion is required, the following criteria will be considered in the review of development proposals:
 - land use compatibility with existing development;
 - favourable soil conditions;
 - the ability of the City to provide efficient and economical municipal services;
 - impact on financial and capital planning by the City;
 - site planning aspects pertaining to aspects such as vehicular access and screening;
 - compliance with the Roadway Network Plan ensuring that the use does not impede the proper flow of vehicular traffic; and
 - land use concept designation and zoning for the site.

- (5) Where necessary, the City will undertake to acquire land for industrial development through purchase or exchange.
- (6) In order to strengthen Melfort's position as a regional service centre, Council will promote the community as an area for new industrial development in co-operation with the Economic Development Committee.
- (7) A promotional scheme will be supported as a means of attracting more primary and secondary industrial development.

12.3.2 Industrial Land Use Policy Areas

- (1) Map No. 1 Land Use Concept identifies the industrial land use policy areas to which the following development policies apply:
 - (a) **Industrial Policy Area I:** This area is referred to as the north-west industrial park and contains a broad range of industrial uses as well as a number of residences. The area has superior vehicular access and potential for development of properties abutting the railway spur line. There are several vacant properties that provide opportunities for development.

Vacant unsubdivided land to the west located in the NW¼ 12-45-18-2 provides an opportunity for future development. Land west of Flett's Spring Street and south of McDonald Avenue provides an opportunity for industrial expansion. Land fronting on Highway No. 3 could be developed for either industrial or as an expansion area for highway commercial uses (as identified in Highway Commercial Area E). Land lying south of the railway provides a location for industrial uses requiring good highway and railway access.

Policies

- (i) Light and heavy industrial uses will be allowed in this area as regulated by separate zoning districts.
- (ii) Infill industrial development will be encouraged as a means of utilizing vacant properties and existing municipal services.
- (iii) Future development in this area will be guided by the intent of maintaining this area as a multi-use industrial park.
- (iv) Development in this area will be regulated to prevent development of uses which would conflict with the long term use of these areas.
- (v) Existing single detached dwellings located in the area north of McDonald Avenue will be accommodated as a discretionary use in light industrial zoning applied to this area. The following policy guidelines will apply:
 - Permits for new dwelling construction will only be considered for the replacement of a single detached dwelling located on a lot.
 - The lot regulations of the R2 - Medium Density Residential District specified for single detached dwellings shall apply.
 - Council may consider entering into an agreement for the purchase or exchange of property as a means of assisting in the relocation of residents to dwellings in designated residential areas in the community.
 - New mobile home development will not be allowed in this area.

- (vi) Industrial development west of Flett's Spring Street may be considered for future expansion. This land is unsubdivided and has potential for industrial expansion. Similarly, highway commercial uses would also be considered on land immediately adjacent Highway No. 3. Any specific use of this property will be determined on rezoning of the land to an industrial or highway commercial district as the individual case may be.
- (b) **Industrial Policy Area J:** This area is referred to as the south-west industrial park and contains a mix of both light and heavy industrial uses. Rail access is provided with the grain elevator being the primary benefactor.

Policies

- (i) Given the close proximity of residential and recreational uses (fairgrounds, race track, Pioneer Village Museum, and Four Seasons Area), the focus will be to encourage clean industrial/service commercial uses in this location. While heavy industrial uses exist in this area, new developments of this nature will be encouraged to locate in other designated industrial areas.
- (ii) The area will be designated as a light industrial park and zoned accordingly in the zoning bylaw.
- (iii) Future industrial related development in this area will be guided by the principle of improving the appearance of the area. Site development standards will be applied to this area in the zoning bylaw as a means of enhancing development.
- (c) **Industrial Policy Area K:** This area is referred to as the south industrial park and offers a location for a broad range of industrial uses. The area is currently vacant and can be provided with water services from the recently constructed water line along Highway No. 6. The area has superior access being located near the intersection of two major highways.

Policies

- (i) Given the close proximity to the travelling public, maintaining a well planned visual appearance will be important in the review of development proposals.
- (ii) Council will consider the following factors in providing a safe and attractive industrial park:
- effective site layout and proper vehicular access;
 - provision of adequate municipal services;
 - appropriate development standards provided by the zoning bylaw;
 - recognition of the flood fringe designation in this area and enforcement of the safe building elevation; and
 - control storage of hazardous chemicals, dangerous substances and materials within the floodway fringe area.
- (iii) Map No. 5 Highway Commercial and Industrial Concept Plans will serve as a guide for future industrial subdivision in this area.

13 PARKS, RECREATIONAL FACILITIES, AND OPEN SPACE

13.1 Issues and Concerns

Parks, open space and preserving the natural environment are important in providing an attractive community and enhancing the quality of life. Parks and recreation development can generally be divided into park land, facilities,

and programs. The provision of park land refers to the acquisition and dedication of public and municipal reserves, and City land set aside as a park, as well as the planning and use of such lands. Park and recreational facilities involves the provision and operation of buildings and grounds where as, programming is the implementation of City programs to the public.

Parks are an integral part of residential development that can be planned for shared use with institutional development (schools) in the community. These parks are developed on City owned lands including those areas dedicated as municipal reserves under *The Planning and Development Act, 1983*. Parks and open spaces are also important in conservation and effective management of natural areas such as the Windsor Water Fowl Park and Melfort Creek area. These areas may also be used as a linkage in providing opens space suitable for walkways and bicycle paths. The current allocation of park space is sufficient for existing development and new municipal reserve may only be necessary with residential expansion. Enhancing park areas and managing natural areas and open spaces will be key factors in maintaining Melfort as an attractive community.

Facilities such as the fairgrounds (comprised of the race track, grandstand, Four Seasons Arena, and Pioneer Village Museum), Spruce Haven Leisure Park, and Northern Lights Palace are examples of larger scale recreational uses important to the community and surrounding region. The facilities not only offer recreational opportunities, but are equally important in presenting special events and attracting tourists to the community. In addition, inter-municipal recreational facilities such as the Wapiti Regional Park and Ski Area and Melfort and District Regional Park diversify recreational opportunities in the region and positively contribute to community quality of life.

The role of the City in recreational programming is an issue. The City is currently involved with a number of groups and agencies in the delivery of recreational services to the community. In general terms, trends impacting on the City in the delivery of recreational services include: increasing operating costs, a growing interest in individual recreational activities, and increased environmental awareness which has led to demands for nature-oriented activities and protection of natural and open space areas such as the development of Windsor Slough Park. These trends are a concern to the community and impact on the ability of the City in fulfilling overall objectives.

The City's Parks and Recreation Master Plan was prepared a number of years ago. This plan should, as soon as possible, be updated by the Parks and Recreation Department. There should be consultation with the Parks and Recreation Board and the public. Ideas could also be shared with other municipal jurisdictions and organizations in the management and preservation of natural features along Melfort Creek. In the future, it is important that park and recreational facilities be managed effectively so as to meet the needs of local residents which includes:

- ensuring the availability of municipal reserve land and proper maintenance;
- establishing a park system that is designed to accommodate a variety of users at various activity levels;
- providing linkages between public spaces;
- ensuring that programming is appropriate for community needs;
- integrating recreational development with institutional uses, where possible;
- identifying the objectives of municipal reserve lands; and
- having the staff and financial resources necessary to provide facilities and services to the community.

13.2 Objectives

- (1) To support a hierarchial park concept developed by function and need comprised of community recreational areas and neighbourhood facilities.
- (2) To provide visually appealing park space in residential areas that may be developed in conjunction with school sites in order to centralize and make the most effective use of public facilities.
- (3) To provide for institutional and recreational uses and support the cooperation and coordination of such facilities and services.

- (4) To provide continuity and linkages in the development of recreational open space.
- (5) To provide effective programming in the community and market the use of public recreational facilities.
- (6) To cooperate with municipalities and organizations in the delivery of regional recreational facilities.

13.3 Policies

13.3.1 Park and Open Space, Dedicated Reserve Land and Buffer Strips

- (1) The City of Melfort Parks and Recreation Plan, as updated from time to time, will serve as a strategy for park and playground development.
- (2) The design of future park space will consider suitable access and linkages with other parks and open space.
- (3) A program will be developed for the maintenance of recreational facilities and parks.
- (4) Strategies will be developed for the conservation of water in maintaining parks and open space related to:
 - use of hard landscaping;
 - use of indigenous vegetation and drought resistant trees; and
 - use of mulches and controlled timing of watering to reduce evaporation.
- (5) Community beautification will be a focus in developing and maintaining public spaces as well as enhancing the appearance of main entrances into the City.
- (6) Council supports the preservation of natural watercourses and wetlands in fulfilling public recreational and open space needs in the community. In this regard, a comprehensive open space management plan will be developed for the Melfort Creek area.
- (7) Park design and public development along Melfort Creek will take into consideration the potential for flooding so as to minimize any damage, and so that any construction does not impede the flow of water.
- (8) The following hierarchial concept will serve as a guide in the designation of parks and recreational development:

Recreational Space/Facility	Function/Components	Service Area
Neighbourhood Playgrounds	Active recreation area which are commonly developed in conjunction with school sites e.g. playing fields, tennis courts, playgrounds containing small scale recreational equipment e.g. swings, slides, etc.	Serving an area within the City such as a subdivision or neighbourhood.
Community Recreation Centres/Facilities	Larger sites containing major recreational facilities e.g. swimming, hockey, curling (Northern Lights Palace), golf course, Regional Park.	Serving the entire City and region.

- (9) The City will ensure that there is sufficient municipal reserve and park land that can be shared, where appropriate, with institutional uses. The standard of 2.4 hectares (6 acres) per 1000 population will serve as a guide in terms of designating municipal reserve land for public use.

- (10) The maintenance of public, municipal, and environmental reserve will be the responsibility of the City unless otherwise covered by a specific reserve land lease agreement in accordance with *The Planning and Development Act, 1983*.
- (11) The following factors will be considered in making decisions on the provision of municipal reserves or environmental reserves:
 - (i) In new residential subdivisions consideration will be given to dedicating municipal reserve areas for neighbourhood parks and playgrounds.
 - (ii) In commercial and industrial subdivisions, cash in lieu will be considered as the primary means of fulfilling municipal reserve requirements, unless the requirement can be transferred to an acceptable alternate location and the land dedicated as municipal reserve.
 - (iii) Dedication of environmental reserve adjacent Melfort Creek for the protection of development and provision of a linkage of open and recreational space.
- (12) A Dedicated Lands Account will be established for monies received from cash in lieu of dedication and from the sale of dedicated lands.
- (13) The development policies of the Basic Planning Statement will be considered in the exchange or purchase of lands to be dedicated as municipal reserve.
- (14) The objective of each of the dedicated public reserve lands is as follows:
 - (i) Public Reserve R1 (East Triangle Park) serves as a small scale sports playing field.
 - (ii) Public Reserves R2, R3 and R4 (Plan No. 66PA15169) are set aside as buffer strips to avoid double frontage thereby separating development from adjacent road ways, and will be maintained unless no longer required for the purpose intended.
 - (iii) Public Reserve R4 (Plan No. 66PA16554) provides for park and recreation space and will be maintained for this purpose.
 - (iv) Public Reserve R5 (Rotary Park) serves as a central park for the neighbourhood complementing adjacent institutional development.
 - (v) Public Reserve R6 is the site of Spruce Haven Leisure Park. The City will continue to work with the Melfort and District Regional Parks Association and cooperate with participating municipalities in maintaining this site as a regional recreational facility.

13.3.2 Local Facilities And Programming

- (1) The City will consult with senior levels of Government in developing public policies on the provision of sport and recreation facilities and programming.
- (2) The City will provide those municipal recreational services that are in the public interest and meet overall community goals and objectives. The City of Melfort Parks and Recreation Plan will serve as a guide in decision making.
- (3) The City supports the policy of locating park and school facilities together as a means of achieving maximum public benefit.
- (4) The City encourages joint planning of recreational facilities and programs between public, private and volunteer agencies.
- (5) Council, in conjunction with the Recreation Committee, will examine the feasibility of expanding the types of recreational facilities in the community from time to time.
- (6) Council supports utilizing existing recreational facilities to the optimum potential by:

- incorporating good design;
- integrating programming where appropriate;
- establishing cooperative fee structures and facility booking procedures; and
- increasing public awareness and promoting the use of facilities and services.

(7) Emphasis will be given to recreational programming in response to demographic trends.

13.3.3 Regional Facilities

- (1) The City will consult and work with senior levels of governments and municipalities in the provision of regional recreational facilities to the area.
- (2) The City will work with adjacent municipalities in:
 - the preservation of natural areas;
 - provision of an open and recreational space linkage; and
 - promotion of regional recreational facilities.
- (3) Council will support regional recreational facilities through the provision of services and promotion of tourism.

14 PUBLIC SERVICES

14.1 Issues and Concerns

Melfort is an important institutional service centre in the north-east part of the province. The institutional sector encompasses a broad range of services including health, education, protective, social and cultural services that are important in maintaining the quality of life in the community and surrounding region. The services are provided primarily by the Province of Saskatchewan through local administrative boards. Local service and non-government organizations are also involved in the delivery of many related services.

Health

With respect to health care, Melfort is the centre of the newly formed North Central Health Region. Facilities such as the 85 bed Melfort Hospital and the three levels III and IV special care homes offer specialized services to the region as well as to neighbouring health regions. There are also three senior citizen homes in the community.

A number of public health services are also provided by the district such as community health, social services and home care services. In addition to the health care services, a variety of non-government organizations, local societies and service organizations offer a diverse range of social assistance and cultural services to residents.

Education

Educational services are administered by the Melfort School Division and Tiger Lily School District No. 54. Presently there are 1174 students enrolled in the four elementary schools (Broadway, Brunswick, Burke and Reynolds Central). The Melfort and Unit Comprehensive Collegiate provides educational services to approximately 750 students. The collegiate offers a full range of academic, business education, as well as technical vocational courses. Melfort School District projections of future school enrolment indicate an increase of about 4 percent for the upcoming year with a range of 1210 to 1220 students.

The Cumberland Regional College offers a broad range of educational services to the public through technical, adult education, and community education programs as well as career and student services. Technical training is coordinated through the Saskatchewan Institute of Applied Science and Technology. First year university classes are provided through the University of Saskatchewan. Adult Basic Education, career counselling, educational

development testing and Canada Employment Programs are also offered at the College. The wide array of programs allows local residents the opportunity for enhanced education thereby benefiting the community.

Providing quality educational facilities are vital to the City. Schools provide a dual role in providing education training as well as recreational and social events. Therefore, it is important that schools and parks be developed together for joint sharing of facilities and cooperation for the effective delivery of services to the community and for public benefit.

Library

The City is served by the Wapiti Regional Library with headquarters in Prince Albert. The library service is cooperatively delivered through a network of libraries in the region including a public library in Melfort. The City cooperates with other municipalities on a regional board in funding this important service.

Protective Services

Protective services include fire, police, ambulance and emergency measures. Fire protection is provided by volunteer fire fighters. Services are shared with neighbouring municipalities in providing fire protection and mutual aid to the community and surrounding area. Police protection is provided by the Royal Canadian Mounted Police. Ambulance service is cooperatively provided to the community and surrounding region under the management of an ambulance board.

Cemetery

The Mount Pleasant Cemetery is located west of the City in the Rural Municipality of Flett's Springs. The general appearance and maintenance of this property is important to the community.

14.2 Objectives

- (1) To ensure that public service proposals are developed in a well planned manner.
- (2) To work in cooperation with the Board of Education in development of educational facilities and promotion of public awareness of available services.
- (3) To encourage the coordination and integration of institutional facilities where appropriate.

14.3 Policies

- (1) Public service developments will be supported that focus on enhancing services in the community within the overall framework and objectives of the Basic Planning Statement. The City will encourage the further development of public services by:
 - participating in activities furthering the delivery of services;
 - assisting in site planning for public service uses; and
 - accommodating public service development in appropriate locations in the community compatible with existing land use as may be permitted by the zoning bylaw.
- (2) Proposed public service developments will be evaluated based on:
 - location, site layout and proper vehicular access;
 - the compatibility of land use;
 - the provision of adequate municipal services; and
 - development standards provided by the zoning bylaw.
- (3) The City will work with the Board of Education supporting:

- park space adjacent to school sites;
 - the joint use of school and community facilities as a means of providing cost efficient services to the public;
 - the delivery of enhanced educational services to the community and area residents; and
 - public awareness of local educational opportunities.
- (4) The City will work in cooperation with municipalities in the effective and efficient delivery of services to the community and region.
- (5) The City will ensure that cemetery services meet local community needs and is developed and maintained in conformance with *The Cemeteries Act*.

15 UTILITIES

15.1 Issues and Concerns

Sewer Systems

The sanitary sewage system is generally in good condition with no major problems. The sewage lagoon was recently upgraded and has a sufficient capacity to handle a population of 10,000. The lagoon is operating effectively with no problems and has a sufficient capacity to handle further growth. Sanitary pipes are generally acceptable with no major concerns. However, systems in some small areas of the City do require upgrading and replacement.

The storm water sewer system covers the central part of the community and presents no problems. Proper grading and sloping of roadways provides for effective surface storm water drainage in other parts of the City.

Water System

Providing a safe supply of potable water is important in community development. The new regional water supply ensures an acceptable quality and quantity of water to the community. A water rate structure has been developed for water use by residents which is important in maintaining an acceptable level of service. There are no major problems with the water system.

Landfill

Maintaining landfill facilities is an essential component in the disposal of solid wastes. The existing landfill meets the needs of the community and is in compliance with environmental regulations. There are no major problems with the landfill.

Garbage Collection

Garbage collection is provided and the level of service is acceptable to the community. The type of garbage being collected is an issue. In addition, reducing the amount of waste being collected is important to the community from an environmental and economic perspective.

Gas, Power, and Communication Systems

Gas, power and communication facilities are well established in the community. The capability of extending services and the location of these facilities is important in the future development of the community.

Financing of Utility Infrastructure and Services

There is a need to examine ways for financing infrastructure as well as developing an effective rate structure for the

delivery of certain municipal utility services. There is also a concern with deteriorating infrastructure such as streets, sidewalks, and water and sewer lines. The high cost of financing local improvements has often led to local opposition resulting in the work not being completed. Alternative financing arrangements and the extent of services need to be examined.

15.2 Objectives

- (1) To provide for the orderly development of municipal and provincial utility infrastructure in conformance with local land use policies and environmental regulations.
- (2) To minimize utility and infrastructure municipal costs in the provision of services to areas which pose special servicing problems.
- (3) To examine alternatives for financing of municipal infrastructure.
- (4) To update the local improvement policy.
- (5) To provide an acceptable level of solid waste collection and disposal that is economical and environmentally safe.
- (6) To increase public awareness of recycling and water conservation.

15.3 Policies

15.3.1 Service Delivery

- (1) The planning, phasing, and development of water and sewer services will be based on:
 - the demand for services and the need for upgrading;
 - the financial resources of the City;
 - conformance with environmental regulations; and
 - the logical extension of existing services as identified in Map No. 6 Water System and Map No. 7 Sanitary and Storm Water Sewer Systems.
- (2) All residents will be connected to the sanitary sewage system where economically feasible.
- (3) An appropriate level of garbage collection service will be maintained and the type of garbage collected will be controlled.
- (4) Strategies will be investigated for recycling and waste management which considers:
 - reducing waste at its source including the use of composting;
 - reusing waste;
 - recycling waste for other uses; and
 - recovering and marketing of products linked to promotion of economic and social opportunities in the community.
- (5) The City will work towards increasing public awareness of conservation, recycling, and reduction of waste through communication with community residents.
- (6) Acceptable landfill services will be maintained for community residents.
- (7) The City will continue to cooperate with provincial and private agencies in providing a high level of gas, power, and communication service to the community.

- (8) The City will work with provincial agencies in establishing future routes for utility lines with regard given to community development plans and protection of the natural environment.

15.3.2 Financing

- (1) For subdivision of private land, the proponent will be responsible for all costs associated with providing municipal services as may be provided in a servicing agreement.
- (2) Where a subdivision of land requires the installation or improvement of municipal services such as sewer lines, streets, or sidewalks within the subdivision, the developer will be required to enter into a service agreement with the City 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) In order to ensure an effective and safe means of solid waste disposal, the City will maintain an equitable fee structure for waste disposal.
- (4) The City will maintain an equitable fee structure for the delivery of water to community residents.

16 TRANSPORTATION

16.1 Issues and Concerns

Council is concerned with a number of issues in providing an effective transportation system that include:

- providing a safe and efficient network of streets, sidewalks, and pathways that accommodates the needs of the community;
- sustaining a transportation system that is administratively and physically appropriate within the financial capabilities of the community;
- maintaining a safe airport facility;
- coordinating transportation and land use planning; and
- providing and financing of improvements.

16.2 Objectives

- (1) To promote the efficient flow of vehicular and pedestrian traffic including the safe transportation of hazardous goods.
- (2) To provide an appropriate transportation system that is administratively, physically and financially manageable.
- (3) To maintain and upgrade the airport facility to an acceptable standard for the community and surrounding region.
- (4) To provide special needs transit services.

16.3 Policies

- (1) The City will recognize a hierarchy of roads comprised of arterial, collector and local streets. The function of each street is as follows:
 - Arterial streets are designed to move large volumes of traffic in the community. Access to

individual lots may be controlled so as to maximize the efficient flow of traffic. These streets would link with or provide direct access to the provincial highway system in the area.

- Collector streets are designed to move traffic from one part of the community to another and will be the primary road at intersections with local streets.
- Local streets are intended to provide individual access to property and circulation of traffic.

- (2) *The City of Melfort Transportation Study* prepared by Stanley Associates Engineering will serve as a basis for decision making regarding future transportation development in the community. Map No. 8 Roadway Network Plan classifies the street system.
- (3) The City will acquire property for road right-of-ways by means of dedication or an agreement for purchase at the time of development or redevelopment of property.
- (4) New roads will be required to link with the existing road network in a safe and efficient manner.
- (5) New road and sidewalk construction will be required to meet City engineering standards for development.
- (6) In conjunction with the provision of open space linkages, developing a bicycle pathway system will be investigated.
- (7) Truck routes will be established as a means of segregating as much heavy truck traffic as possible from other traffic.
- (8) A route for the transportation of hazardous goods will be identified.
- (9) The City will provide basic airport services to the citizens of Melfort and surrounding area in conformance with Ministry of Transport standards for development and operation of airports.
- (10) As a participant in the Melfort Planning District, the City will support compatible land use in the vicinity of the airport so as to provide for safe and convenient operation.
- (11) The City will develop a strategy for the provision of special needs transit.

17 HERITAGE RESOURCES

17.1 Issues and Concerns

Heritage resources are an important aspect of historical community development. Historical buildings are a representation of the past which can enhance tourism and economic development. Melfort has a number of buildings that are representative of earlier years. It is important that such heritage resources be protected and that the public be made aware of the importance of preserving these buildings and features of the past.

17.2 Objectives

- (1) To protect and assist in the preservation of significant heritage features and buildings.
- (2) To promote the public awareness of historical buildings, cultural themes, and events.

17.3 Policies

- (1) The City supports the preservation of historical buildings, and where appropriate, will designate such properties under *The Heritage Property Act*. The following buildings and structures have significant

historical significance to the community and have been designated:

- the Court House;
 - McKendry Residence (Ripley Residence);
 - the Power Plant (museum);
 - Saskatchewan Telephones Building (legion hall);
 - Spence Residence; and
 - the Water Tower.
- (2) The City supports the reuse, renovations or additions that preserve the historical significance of heritage resource buildings.
 - (3) The Museum will continue to serve as a focus of preserving original buildings representative of the community and surrounding region.
 - (4) Council supports public awareness as a means of promoting knowledge and appreciation of existing heritage buildings and features in the community.
 - (5) Council will work with the Heritage Committee in exploring alternatives for financial assistance in preserving and promoting public awareness of heritage resources.

18 ENVIRONMENTAL, RESOURCE AND FLOODPLAIN MANAGEMENT

18.1 Issues and Concerns

Council is concerned with providing an aesthetically pleasing environment. A clean and attractive community is important for local citizens and in attracting new residents to the community. Managing local environmental resources such as Windsor Slough, Melfort Creek, trees and natural vegetation are important in protecting the local environment and maintaining community aesthetics. Working with organizations involved in environmental management is equally important. Minimizing development impacts on these areas will need to be considered in future planning.

Another concern is the suitability of land along Melfort Creek and the preservation of natural habitat. Some areas adjacent the Melfort Creek are susceptible to flooding. There is a potential for flood damage to adjacent property from overflow of the creek. Flood prone areas along the creek have been designated as flood hazard areas under the Flood Damage Reduction Program. There is a need to minimize development in the floodway and ensure that any development is suitable for the area. Developments such as recreation, agriculture and open spaces may be acceptable within a flood hazard area. In addition, there is a need to suitably flood proof any development in the floodway fringe area.

18.2 Objectives

- (1) To provide an environmentally safe and visually pleasing community.
- (2) To ensure sound management of land and water resources.
- (3) To protect wildlife habitat, wetlands, trees and important natural vegetation in the community.
- (4) To protect development from flooding and hazards to persons and property.

18.3 Policies

- (1) The City will work with organizations, agencies and adjacent municipalities in providing effective waste management and environmental protection.

- (2) The City will support the safe disposal of sewage, solid and industrial wastes.
- (3) If requested, the City may assist Saskatchewan Environment and Resource Management in the identification of contaminated sites that may exist in the community.
- (4) Natural areas are an important land use and will provide a means of protecting the environment and improving the aesthetics of the community. Wetland areas along Melfort Creek and the Windsor Water Fowl Park will be protected and where appropriate integrated with recreational uses and development. Future development will not alter the configuration of natural areas other than by the addition of appropriate structures to enhance the useability of the site (such as, walkways, walkway bridges, boardwalks, and retaining walls).
- (5) A healthy stock of trees will be maintained by controlling the transmission of diseases affecting trees in the community.
- (6) The design of new subdivision will take into consideration the design flood elevations identified under the Flood Damage Reduction Program.
- (7) The zoning bylaw will control development in flood hazard areas designed to protect, conserve and ensure the sound management of land and related water resources. Flood risk mapping developed under the Flood Damage Reduction Program will serve as the basis for designation and control under the zoning bylaw.
- (8) *Floodway* designation areas will be established in the zoning bylaw that limits land use and activities to only open space recreation and conservation uses, and agricultural uses which do not require construction of buildings or structures that may adversely affect the flood hydraulics of Melfort Creek or suffer damage in the event of a flood.
- (9) *Floodway Fringe* areas will be established in the zoning bylaw that will allow limited and controlled development. The area will be primarily park and open space development. Certain developments may be allowed where flood proofing requirements meet the design flood elevation for the specific site.
- (10) Where there is subdivision of land, any area that is determined to be hazard lands will be designated as environmental reserve in accordance with *The Planning and Development Act, 1983*.

19 AGRICULTURAL LAND AND RURAL-URBAN FRINGE

19.1 Issues and Concerns

There is a considerable amount of land within City limits that is used for agricultural purposes, primarily for growing of crops. There are also some farm yards within City limits. These farming operations do not pose a problem from a land use perspective and can continue to operate until such time as the land may be required for urban development. In the future, care has to be taken when constructing farm buildings so that they do not prejudice future urban development. Livestock is not an issue as the keeping of animals within City limits is not allowed and is controlled by the Keeping of Animals Bylaw.

While there is ample land within City limits to accommodate considerable future growth, it is important that developments in the adjacent rural municipalities do not adversely effect existing or proposed future land uses or servicing requirements. For example, intensive livestock operations can create odour problems whereas anhydrous ammonia can be hazardous to residents. At present, there are no problems with adjacent land uses of this nature near the City, however, where such development is contemplated, there is a need to adhere to setback distances as may be required by provincial statutes or regulations. Future City plans must also be taken into consideration.

19.2 Objectives

- (1) To provide a framework by which the City and adjacent municipalities can plan for long term growth and development thereby minimizing potential land use conflicts in the rural-urban fringe.
- (2) To cooperate with the adjacent rural municipalities with the objective of supporting orderly development in the area surrounding the City so that future urban development or servicing needs are not prejudiced.
- (3) To expand the City limits based on need and to provide for orderly development of land uses and services.

19.3 Policies

- (1) As a member of the Melfort Planning District, the City will cooperate with the Councils of the R.M. of Star City No. 428 and R.M. of Flett's Springs No. 429 on land use planning matters. The rural municipalities will be apprised of future City development plans to ensure effective land use planning and decision making.
- (2) The City supports the development of a land use plan that addresses planning in rural-urban fringe.
- (3) The City may undertake to annex land where the land is required for urban expansion and development within a five year time frame, and to accommodate specific development proposals where City services are required.
- (4) Subdivision proposals referred to the City for comment will be evaluated based on the following guidelines:
 - the potential for land use conflict and compatibility with adjacent City development;
 - the impact on future land use and the relationship of the proposal to development plans by the City; and
 - the effect on City services and inter-municipal agreements for services to the rural area.
- (5) Areas within the City not immediately required for urban development will be designated as an urban holding district and will accommodate limited agricultural development.

20 ECONOMIC DEVELOPMENT

20.1 Issues and Concerns

The City recognizes the need to diversify the local and regional economy as a means of creating employment, increasing the municipal tax base, and improving the overall viability of the community. A downturn in the economy has had a negative impact on the community and region through the loss of employment and a decline in population. Council is concerned about job creation. There is a need to provide employment opportunities for the youth and create employment as a means of attracting new residents into the community.

Despite Melfort being a single industry community, diversification of agriculture based value-added products at the local and regional level would boost the local economy. The regional location and physical setting along with an attractive urban environment present opportunities for increased tourism. The convergence of the highway system at Melfort gives a high exposure to the travelling public. The City's sound financial position and availability of land for development provide an excellent mix in support of efforts promoting the community for further development. Given projected increases in seniors, Melfort is in a good position to offer community based health services.

20.2 Objectives

- (1) To provide a well planned and visually attractive community which is important in promoting economic development.
- (2) To promote tourism and economic development in the community and surrounding region as a means of expanding the tax base and providing employment opportunities.
- (3) To enhance the City's function and role as an agricultural and service related centre including enhancement through value-added processing.
- (4) To capitalize on economic spin off effects from the provision of services to the community and surrounding area.
- (5) To monitor the local and regional economy so as to be able to identify opportunities for future development.

20.3 Policies

- (1) The Council will work towards strengthening the function and role of the community as a means of promoting economic development.
- (2) An economic development strategy will be developed which identifies:
 - ways of strengthening the service role of the City pertaining to:
 - agriculture and secondary (value-added) processing;
 - as a regional centre for education, health and medical care;
 - as a community centre for cultural and recreational events;
 - proposals for expansion of industrial, commercial and tourism development including the identification of manufacturing and other market opportunities; and
 - means of promoting the community.
- (3) The following community planning and development components are considered to be key elements in attracting new industry and promoting tourism and economic development to the area:
 - provision of an adequate land base for residential, industrial, commercial and institutional uses;
 - recreational and park opportunities;
 - high quality public services;
 - sound utility and transportation infrastructure; and
 - a solid financial position with the ability to finance capital works.
- (4) At an inter-municipal (regional) level, the City will:
 - actively promote the community and region as a means of diversifying the local economy and increasing tourism in the area;
 - participate with local and inter-municipal committees in promoting the community and region;
 - cooperate with other municipalities in the collection of economic data and in promoting economic development as a means of increasing the tax base in the community and region; and
 - investigate the formation of a Regional Economic Development Authority as a way of promoting economic development in the area and assisting in the delivery of programs.

21 PLAN IMPLEMENTATION TOOLS AND POLICIES

The Basic Planning Statement defines what is considered to be important in providing for a healthy, safe, and aesthetically pleasing community. It will guide Council on community planning matters such as zoning, subdivision, and servicing agreements, and provide uniformity and continuity in decision making.

The Basic Planning Statement needs to be flexible and change with trends or as the need may arise. Consequently, the plan may be amended from time to time as may be determined by Council.

There are a number of instruments and initiatives that may be undertaken by Council in implementing the Basic Planning Statement described as follows:

21.1 Zoning Bylaw

In conjunction with the Basic Planning Statement, the City will adopt a zoning bylaw which will implement the policies and control the use of land. The zoning bylaw will establish and prescribe uses for zoning districts and regulations. The bylaw will also provide for new zoning techniques for flexibility in administration such as contract zoning, minor variances, holding provision, and architectural control.

21.1.1 Zoning Designations

- (1) The objective of each of the zoning districts contained in the zoning bylaw is described below:

R1 - Low Density Residential District - To provide an area for low density residential development along with compatible community service and public work uses.

R1A - Low Density Residential District - To provide an area for low density residential development having a greater minimum floor area requirement for single detached dwellings than the R1-District, along with compatible community service and public work uses.

R2 - Medium Density Residential District - To provide an area for low to medium density residential development along with compatible community service and public work uses.

R3 - Multiple Unit Residential District - To provide an area for medium to high density residential development along with those uses compatible with this district.

R4 - Mobile Home Residential District - To provide an area for the location of mobile homes in either courts or subdivisions along with those uses compatible with this district.

C1 - Retail Commercial District - To provide a central area for the location of retail commercial uses, offices, financial institutions, personal services, as well as some cultural and recreational facilities. The uses allowed in this district will generally require smaller sites.

C2 - Highway Commercial District - To allow for the development of commercial uses which require medium to large sites or good vehicular access and visibility to a highway or major arterial street. To provide flexibility, service commercial uses may be allowed as a discretionary use.

C3 - Shopping Centre Commercial District - To accommodate shopping centre and shopping mall development outside of the central business district.

C4 - Neighbourhood Commercial District - To accommodate small scale convenience and commercial development serving generally a neighbourhood area.

M1 - Light Industrial District - To provide an area for development of light industrial uses that do not produce excessive noise, vibrations, odours, fumes or other noxious emissions.

M1A - Light Industrial District - To provide an area for development of light industrial uses that do not produce excessive noise, vibrations, odours, fumes or other noxious emissions. As a means of accommodating existing residences and allowing for replacement, single detached dwellings will be a

discretionary use. Replacement residential dwellings will be allowed provided the development meets the regulations of the district.

M2 - Heavy Industrial District - To provide an area for development of heavy industrial uses requiring large lots for outdoor storage and activity and due to potential conflicts, must be separated from other types of land uses.

FW - Floodway District - To regulate development in areas exposed to excessive flood hazards thereby minimizing hazards to persons and property.

UH - Urban Holding District - To control development in areas which are not immediately required for development, but which may be required in the future. Subdivision will not be permitted except for those uses that may be allowed in the district as established by the zoning bylaw.

ISC – Institutional Community Service District – To provide for and regulate an area for institutional and community service uses.

21.1.2 Contract Zoning

For purposes of accommodating a rezoning for unique development situations, Council may consider entering into rezoning agreements (contract zoning) for site specific development based on the following guidelines:

- the rezoning to permit the development will not unduly conflict with adjacent land uses that are legally permitted uses within the existing zoning district;
- the development or redevelopment of the site for the specific use will be of benefit to the immediate area and the City as a whole; and
- the request for a rezoning must be accompanied by a description of the proposal, plans indicating specific uses, building location, landscaping, lighting, off-street parking, and any other aspects of development that may effect the site and adjacent uses.

21.1.3 Minor Variances To The Zoning Bylaw

- (1) Council will allow for minor variances to the zoning bylaw as a means of providing flexibility in the administration of the zoning bylaw and as a way of providing timely development decisions. The zoning bylaw will identify how the zoning bylaw may be varied.
- (2) The zoning bylaw will establish a procedure for processing and recording of minor variance applications.

21.1.4 Holding Provision

- (1) Council may in the zoning bylaw apply the holding provision to lands that are expected to be developed as identified by the Basic Planning Statement in conjunction with a concept plan or a subdivision plan.
- (2) The Holding Provision will be established on lands where the economic extension of infrastructure is feasible.
- (3) The Holding Provision will be used to expedite the amendment review process as each individual bylaw removing the "H" holding symbol will not require public notification.

21.1.5 Architectural Control

- (1) Architectural control may be established in the central business district to preserve the physical character of an area or to establish a theme for future development of an area in accordance with the

following guidelines:

- Developing a cultural theme, preserving the physical character of an area, and improving the streetscape and aesthetics of the area, in conjunction with maintaining historical buildings will be the focus of architectural control.
 - An architectural control district may be established in conjunction with individual designation of property as a Heritage Conservation District pursuant to *The Heritage Property Act*, or Business Improvement District and Revitalization Project pursuant to *The Urban Municipality Act* or combination thereof.
 - Stakeholder participation including consultation with the Melfort and District Chamber of Commerce and Heritage Committee will be required in determining specific requirements of architectural control in the zoning bylaw.
- (2) Architectural control may be established to control the physical character of new residential areas.

21.2 Concept Plans and Phasing of Development

- (1) Concept plans will be used to:
- guide the phasing of development;
 - identify street and lot layouts relative to the Roadway Network Plan;
 - identify land uses and density of development; and
 - determine school sites and parks, where necessary.
- (2) Development will proceed at a rate which meets residential, commercial and industrial land requirements. This will involve phased development that:
- occurs in an efficient and cost effective manner taking into consideration the City's Capital Works program and financial capability;
 - ensures a choice of location for building sites;
 - is orderly and geographically continuous; and
 - provides sufficient land so that requirements are met.

21.3 Subdivision of Land

- (1) Subdivision will be supported where it meets the requirements of the Basic Planning Statement and Zoning Bylaw. Hence, Council is in a position to guide development in the areas of subdivision and lot design, street layout, location of municipal reserve and other dedicated lands as well as exercise control over utility easements and leases.
- (2) Council will consider the following factors when dealing with applications to rezone, subdivide, and develop land:
- conformance to the Basic Planning Statement;
 - suitability of the site for development;
 - compatibility of land use;
 - provision of dedicated lands as may be required for subdivision;
 - the City's financial capability to accommodate the development;
 - the adequate provision of municipal services; and
 - the need for a servicing agreement for on-site and off-site services.
- (3) Where a servicing agreement is required, the agreement becomes a condition of approval of a subdivision by the approving authority. The agreement will ensure that municipal standards are met for capital works and guarantee that such development costs are borne by the developer.

21.4 Building Bylaw

In accordance with *The Uniform Building and Accessibility Standards Act* the City will ensure that building construction is regulated so that they are physically acceptable to the community. The Building Bylaw will control the minimum standard of construction through the issuance of building permits.

21.5 Land Acquisition

In accordance with *The Urban Municipality Act, 1984* Council may purchase land for urban development. In this regard Council will consider the purchase of land for subdivision or development to:

- facilitate urban development including public facilities;
- provide affordable housing; and
- facilitate the relocation of non-conforming uses. Council may consider a program for acquiring such sites, or exchanging municipally owned land in an appropriate area of the City for the relocation of such uses.

21.6 Inter-Municipal Cooperation

- (1) Council is involved in a number of inter-municipal initiatives that focus on a cooperative approach to providing cost efficient and effective services. The City also cooperates with other municipalities in municipal planning and economic development. The City will continue to work in partnership with other jurisdictions as a means of providing services effectively and efficiently in the following areas:

Melfort Planning District: The City participates in the Melfort Planning District and as a member in the Commission it supports a cooperative approach to planning and decision making in the rural-urban fringe. The City supports the preparation of a Development Plan for the City fringe area. It is Council's intent to keep the Rural Municipalities of Star City and Flett's Springs apprised of decisions on development affecting the urban-rural fringe area.

Regional Water Supply and Distribution: By contract with Sask Water, the City participates in the delivery of water to the community. This local delivery is part of a regional water supply and treatment system that provides good quality water effectively and efficiently to a number of municipalities including Kinistino, Beatty, and Weldon and some rural residents.

Tourism: Melfort supports a coordinated approach to promoting tourism for the community as well as cooperating with surrounding communities in enhancing tourism from a regional perspective. Examples of such cooperation include the Wapiti Regional Park and Ski Area and the Melfort District Regional Park.

Other: Melfort is involved with a number of inter-municipal agreements for fire protection, policing, health care, emergency services, and economic development.

21.7 Capital Works Program

In accordance with *The Urban Municipality Act, 1984* Council will prepare a capital works plan which will be coordinated with policies of the Basic Planning Statement to ensure the effective and efficient control of development and public spending.

21.8 Vehicle Control Bylaw

In accordance with *The Urban Municipality Act, 1984* Council will, by bylaw, control traffic and parking of vehicles in the community. This bylaw will promote the safe movement of vehicles and pedestrian traffic in the community, and will complement the Roadway Network Plan.

21.9 Development Levies

In accordance with Section 169 of *The Planning and Development Act, 2007*, Council may, by bylaw, establish development levies for recovering all, or a part of, the capital costs of providing, altering, expanding or upgrading services and facilities associated with a proposed development.

22 MONITORING AND AMENDMENT

- (1) The Basic Planning Statement establishes the policies that are expected to meet anticipated residential, commercial, and industrial requirements within the financial and servicing capabilities of the community. The policies will serve as a basis for detailed planning and servicing. To ensure the effectiveness of the policies in meeting overall community objectives, Council will monitor the local situation and evaluate the appropriateness of these policies.
- (2) The Basic Planning Statement may be amended if necessary by Council. Amendments may also be proposed by developers and the public to facilitate development proposals. Council will consider such requests based on:
 - what is important for the community and in the public interest; and
 - overall community objectives as established by the Basic Planning Statement.

23 REFERENCES

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