

Department Business Plan update

Planning and Development Services

Department overview

Planning and Development Services (PDS) ensures Strathcona County remains safe and healthy by balancing urban and rural land uses, natural environment and economic prosperity through the use of innovative and sound planning concepts and expertise.

PDS is comprised of a team of passionate and skilled professionals, helping to create a community of choice by design. There are five branches plus an administrative function that provides support for the department.

We work closely with the other departments in the Infrastructure and Planning Division, as well as other departments, on a variety of applications and projects occurring in the County.

Core business functions

- Land Development Planning
- Land Development Engineering
- Permitting, Inspections and Customer service
- Environmental Planning
- Land Management

Progress on core function forecast

Land Development Planning (LDP) Branch:

Leads effective land use planning review and approval processes that contribute to Strathcona County's livability and sustainability. LDP helps define the way our community is planned and developed in accordance with provincial legislation, the County's Municipal Development Plan, other statutory plans, the Land Use Bylaw and various County policies.

LDP Progress continued

We are:

- Responsible for ensuring policy and regulatory documents are aligned with each other, the Edmonton Metropolitan Region Growth Plan and the *Municipal Government Act*
- Responsible for administering statutory plan and policy direction
- Responsible for the processing and review of applications for new and amended statutory plans, subdivisions and subdivision endorsements and Land Use Bylaw amendments. A total of 59 applications were submitted in 2019
- Responsive to the public, internal and external stakeholders in responding to 211 inquiries, 48 internal circulations and 43 external municipal referrals in 2019
- Actively involved with other County departments to meet their land use planning needs

We continue to:

- Plan for the future through continued training and cross-training opportunities for our team
- Keep up-to-date on planning innovation and industry advancements
- Lead and develop County plans such as the Centre in the Park Area Redevelopment Plan update or the Campbelltown Heights, Wye Road Gardens and Ordze Park Area Redevelopment Plan
- Represent Strathcona County on Edmonton Metropolitan Region Board initiatives such as the Regional Agriculture Master Plan working group and working group subcommittee and the Regional Evaluation Framework (REF) working group

LDE Progress

Land Development Engineering (LDE) Branch:

Works with the development industry to coordinate and facilitate logical and balanced development and servicing of land. LDE administers municipal infrastructure servicing requirements from start to finish, beginning with review of engineering designs to final acceptance of constructed infrastructure.

LDE Progress continued

We are:

- Responsible for working with the development industry to coordinate and facilitate logical and balanced development of land (over 600 engineering referrals and inspections ensuring compliance with County standards for water, wastewater, stormwater management, transportation and landscape infrastructure).
- Responsible for negotiation of development and servicing agreements as well as franchise agreements.
- Responsible for lot grading applications and review of utility line assignments (shallow utility applications)
- Responsible for annual update of the County's offsite development levies model and bylaw

We continue to:

- Adjust for the economy by continually evaluating processes and engineering practices and standards
- Maintain communication with stakeholders and coordinate reviews among the different infrastructure streams
- Plan for the future by providing input on our Design and Construction Standards to maintain current with industry practices and development needs and innovations
- Stay connected to industry as members of the Urban Development Institute/Strathcona County Developer and Technical committees
- Participate in Intermunicipal Land Development Discussion Group (greater Edmonton area)

PICS Progress

Permitting, Inspections and Customer Service (PICS) Branch:

Is responsible for decisions on all development, building, and safety codes applications to ensure compliance with the Land Use Bylaw and *Safety Codes Act*. This includes conducting next day inspections on all new installations, buildings, and structures as outlined in our Quality Management Plan for each discipline (building, electrical, plumbing, and gas). The branch provides front counter customer service, information, and technical support on all PDS processes.

PICS Progress continued

We are:

- Committed to serving our customers through positive interactions including professional in-person advice on land use and safety codes
- Accessible to all applicants - in-person (no appointment necessary), ePermits, email, telephone
- Responsible for the review, decision making, and monitoring of all development and safety code permit applications (approximately 9,000 applications and 15,000 inspections each year)
- Committed to maintaining our accreditation in all disciplines - building, electrical, plumbing, gas and private sewage disposal as well as next day inspections
- Guided by regulatory documents ensuring they remain relevant and allow for new development trends - Land Use Bylaw refresh in progress

We continue to:

- Adjust for the economy by seeking ways to reduce development hurdles
- Plan for the future through further training and cross-training opportunities for our team
- Respond to the demand for more automated services via ePermits
- Seek new and innovative ways to communicate with applicants

EP Progress

Environmental Planning (EP) Branch:

Is responsible for ensuring compliance with all applicable legislation, policy and regulations. EP coordinates and provides environmental management, monitoring and assessment for internal and external clients. EP also supports the Beaver Hills Biosphere.

EP Progress continued

We are:

- Actively involved with County departments to meet their environmental management, monitoring and assessment needs; wetland impact assessments, biophysical assessments, stormwater quality monitoring, bird surveys, provincial compliance approvals
- Motivated to review and make decisions to ensure municipal natural capital interests are not compromised
- Dedicated to applying professional expertise on provincial and regional environmental boards and committees
- Committed to updating the Environmental Sustainability Framework to ensure it remains relevant and allows for innovation

We continue to:

- Plan for the future by staying connected to County departments as they develop their business plans to ensure environmental compliance
- Plan for the future through further training and cross-training opportunities for our team
- Represent the County on regional and provincial air, water, land and biodiversity conservation boards and committees
- Work to protect the County's natural capital interests, including leading the Environmental Management and Conservation Easement Programs

LMS Progress

Land Management Services (LMS) Branch:

Is responsible for the delivery of all real estate programs including the use and management of all municipal land to support the delivery of corporate programs and services. This involves the negotiation of complex land acquisition, disposition and land exchange agreements along with maintaining a full property asset inventory. LMS is also responsible for developing and implementing policies and procedures to ensure that property transactions align with fair practices.

LMS Progress continued

We are:

- Responsible for managing all municipal land and land interests to achieve the highest and best use to provide service delivery to residents:
 - municipal land licensing program (36 current license agreements)
 - 330 active short and long-term license and lease agreements
 - over 500 new County land interests registered in 2019
- Actively involved with County departments to meet their land needs; land and right-of-way acquisition (over 80 negotiations in progress)
- Motivated to review and make decisions to ensure municipal interests are not compromised (issued 140 encroachment decisions in 2019)
- Committed to work with industry to issue timely approvals (138 energy referrals in 2019)

We continue to:

- Meet the principles outlined in the Municipal Land Framework approved in 2019
- Adjust for the economy by continually evaluating market conditions
- Plan for the future by staying connected to County departments as they develop their business and long-term plans to deliver services
- Work to protect the County's land and land interests, including annual review and inspection of municipal land for unauthorized use

Employee engagement

Engagement survey theme	Engagement initiative	People Plan focus area
Communication	Improved and consistent sharing of department and corporate information	Team
Career Opportunities	Involves existing practices, exploring opportunities and establishing parameters regarding cross training, job shadowing, secondment and educational opportunities	Trust
Celebrating Staff	Celebrating and acknowledging staff successes and social events	Positivity

Initiatives

- 2020-INIT-57: Updates to Cumulative Risk Assessments (2020)
- 2020: Campbelltown Heights, Wye Road Gardens and Ordze Park Area Redevelopment Plan (2020)
- 2020-INIT-37: Broadview Park and Bison Meadows Area Structure Plan Updates (2021)
- 2020 CFIN Initiative: Asset Retirement Obligations – completion of PDS portion of this CFIN initiative is Q4 2020

Updates to Cumulative Risk Assessments for the Urban Service Area and Alberta's Industrial Heartland Area - Status

Overall initiative status



Initiative status	Current status	Previous status
Time 2020	G	G
Scope	G	G
Budget \$40,000	G	G

Alignment to strategic goals
<ul style="list-style-type: none"> Goal 9: Continuously improving the way we work, as one organization, in an agile and sustainable manner. Result: Supports insight-driven/evidence-based decision making. Result: Ensures compliance with regulations, laws, procedures and policies. Result: Collaborates with departments.

Risks	Mitigation
Availability of an appropriate consultant to complete the work within the time frame provided.	

Key deliverables
<ul style="list-style-type: none"> 1st deliverable – Project kickoff - consultant hired 2nd deliverable – Final drafts complete Final Outcome - A consultant experienced in risk based analysis will update each risk assessment based on changes that have occurred in the heavy industrial areas since the last update.

Opportunities/Challenges
<ul style="list-style-type: none"> The Cumulative Risk Assessments provide a calculation of the risk emanating from industrial development and are intended to be the basis for future land use planning decisions.

Campbelltown Heights, Wye Road Gardens and Ordze Park Area Redevelopment Plan - Status

<div>Overall initiative status</div> <div></div>			<div>Key deliverables</div> <div> <ul style="list-style-type: none"> 1st deliverable – Project kickoff – consultant hired. 2nd deliverable – Project plan and Public Engagement Plan (PEP) created with consultant. 3rd deliverable – Draft documents. 4th deliverable - Finalizing draft documents for public hearing and 1st reading. 5th deliverable – Edmonton Metropolitan Region Board (EMRB) referral. 6th deliverable – EMRB approval. 7th deliverable - 2nd and 3rd readings. Final Outcome - Updated ARPs for Campbelltown Heights, Wye Road Gardens and Ordze Park. </div>	
Initiative status	Current status	Previous status	<div>Opportunities/Challenges</div> <div> <ul style="list-style-type: none"> An Area Redevelopment Plan (ARP) is a statutory plan that provides guidance to landowners who decide to redevelop their properties in the future. It will outline acceptable uses, forms and densities of development in different areas and the infrastructure required to facilitate such development. </div>	
Time 2020	G	G		
Scope	G	G		
Budget \$550,000	G	G		
<div>Alignment to strategic goals</div> <div> <ul style="list-style-type: none"> Goal 1: Build strong communities to support the diverse needs of residents. Result: Diverse and inclusive communities. Goal 2: Manage, invest and plan for sustainable municipal infrastructure. Result: Efficient and effective multi-modal transportation network. Result: Safe, reliable utility infrastructure. Goal 7: Provide opportunities for public engagement and communications. Result: Community is informed about County decisions. Result: Community – urban and rural – is satisfied with opportunities to provide input. </div>				
Risks			Mitigation	
Availability of an appropriate consultant to complete the work within the time frame provided.				

Broadview Park and Bison Meadows Area Structure Plan Updates - Status

Overall initiative status



Initiative status	Current status	Previous status
Time 2021	G	G
Scope	G	G
Budget \$350,000	G	G

Alignment to strategic goals
<ul style="list-style-type: none"> Goal 2: Manage, invest and plan for sustainable municipal infrastructure. Result: Efficient and effective multi-modal transportation network. Result: Safe, reliable utility infrastructure. Result: Accessible cultural, recreational and social infrastructure. Goals 3: Cultivate economic diversification, within the petrochemical industry and beyond, through a business-friendly environment. Result: Planning supports strategic development. Goal 7: Provide opportunities for public engagement and communication. Result: Community is informed about County Decisions.

Risks	Mitigation
Availability of an appropriate consultant to complete the work within the time frame provided.	

Key deliverables
<ul style="list-style-type: none"> 1st deliverable – Project kickoff 2nd deliverable – Initial drafts complete; 3rd deliverable – 2nd drafts complete; 4th deliverable – Final drafts complete and the bylaw is approved Final Outcome - Updated ASP for Broadview Park (with supporting engineering information). Final Outcome - Updated ASP for Bison Meadows (with supporting engineering information).

Opportunities/Challenges
<ul style="list-style-type: none"> As a result of updating the plans for both areas, County owned land would be strategically and efficiently planned in order to provide the best return or opportunity for future development purposes. The update will provide a revised land use concept for County owned lands in the Bison Meadows ASP that will provide for all or some recreational, commercial, residential, public utility and institutional uses. The update will change the County owned recreational lands to commercial in the Broadview Park ASP. Updates to the development concepts of the existing Area Structure Plans (ASP) for Broadview Park and Bison Meadows are necessary to achieve an improved utilization, configuration and marketability of County owned lands.

Questions?

