City of Brooks

NORTHWEST SECTOR AREA STRUCTURE PLAN









Bylaw 21/19

October 2021

Consolidated to Bylaw 26/002, February 2026

City of Brooks Northwest Sector Area Structure Plan Bylaw No. 21-19– Amendments

Bylaw	Amendment Description	Legal Description	Passed
26/002	Amend Appendix 3 to replace “Municipal Planning Commission” with “Subdivision Authority”. Amend Appendix 3, second paragraph under Development of Individual Lots.		23-Feb-2026

CITY OF BROOKS

BYLAW NO. 21/19

A BYLAW OF THE CITY OF BROOKS IN THE PROVINCE OF ALBERTA TO ADOPT THE NORTHWEST SECTOR AREA STRUCTURE PLAN.

WHEREAS in accordance with Section 633 of the Municipal Government Act, RSA-2000, Chapter M-26, and all amendments thereto, the Council of the City of Brooks deems it advisable to adopt an Area Structure Plan;

AND WHEREAS the purpose of proposed Bylaw No. 21/19 is to establish standards and requirements regarding the development and subdivision of land within the northwest area of Brooks;

AND WHEREAS the municipality wishes to provide for orderly growth and development to occur while minimizing land use conflicts;

AND WHEREAS a Public Hearing, as required by Section 692 of the Municipal Government Act, will be held prior to second reading of this Bylaw;

NOW THEREFORE, the Council of the City of Brooks in the Province of Alberta hereby enacts as follows:

1. Bylaws 80/399, 84/551, 95/32, 01/14, 02/23, 02/38, 02/07 are repealed.

2. That the Northwest Sector Area Structure Plan attached hereto as Schedule "A" be adopted.

3. That this Bylaw shall take effect upon final passing thereof.

Read a first time this 7th day of September, 2021.
Read a second time this 4th day of October, 2021.
Read a third time and finally passed this 4th day of October, 2021.

Mayor

Chief Administrative Officer

TABLE OF CONTENTS

PART 1. INTRODUCTION 4

1.1 Plan Purpose 4
1.2 How to Use the Plan 5
1.3 Plan Area 5
1.4 Existing Conditions 6
1.5 Policy Framework 7

PART 2. DEVELOPMENT CONCEPT 11

2.1 Development Objectives 11
2.2 Land Use Concept 11
2.3 Density and Phasing 12
2.4 Land Use Policies 14
2.4.1 Residential Development 14
2.4.2 Commercial Development 16
2.4.3 Low Flow Development Area 19
2.4.4 Open Space and Institutional 20

PART 3. INFRASTRUCTURE 22

3.1 Transportation Network 22
3.2 Water, Sewer and Stormwater Servicing 23
3.3 Shallow Utilities, Well Sites and Pipelines 26

PART 4. IMPLEMENTATION 27

4.1 Development Process 27
4.2 Implementation Policies 28

MAPS AND FIGURES 30

Map 1 – Location 30
Map 2 – Site Features and Context 31
Map 3 – Land Ownership and Existing Development 32
Map 4 – Land Use Concept 33
Map 5 – Green Space and Trail Network 34
Map 6 – Transportation Network 35
Map 7 – Sanitary and Storm Infrastructure 36
Map 8 – Water Infrastructure 37

Figure 1 – Hierarchy of Plans 7
Figure 2 – Density Calculations 13
Figure 3 – Development Process 27

APPENDICES 38

Appendix 1 - Glossary 38
Appendix 2 – Plan Preparation and Public Engagement Summary 40
Appendix 3 – Servicing and Development Considerations 41

1. INTRODUCTION

1.1 PLAN PURPOSE

An area structure plan (ASP) is a statutory plan developed in accordance with the *Municipal Government Act*. An ASP identifies where future land uses, such as parks, and residential, commercial, and industrial development, will be located in a previously undeveloped area. An ASP also describes the sequencing of development, and how essential municipal services, such as the road network and water and sewer systems, will be extended into a plan area.

The purpose of the Northwest Sector Area Structure Plan is to provide a policy framework to support the existing development in the northwest area of Brooks and ensure orderly subdivision and development within those areas of the Plan that are currently undeveloped. The Northwest Sector Area Structure Plan was originally adopted in 1980. Several changes in the NW area of Brooks in the last 40 years have resulted in amendments to the ASP, including:

- Proposed redevelopment of Cassils Centre Mall (this mall was eventually removed)
- Development of Upland residential subdivision and related realignment of Frazer Avenue
- Development of big-box retail south of Upland Boulevard and related transportation changes to accommodate commercial growth

Since adoption of the last Northwest Sector ASP in 2007 the following changes have occurred that necessitate another update to the ASP:

- Identification of servicing constraints in the northwest portion of the Plan area requiring a re-evaluation of proposed land uses
- Adoption of a new Municipal Development Plan (2019)

This updated Northwest Sector ASP provides a realistic development concept that considers the current constraints and opportunities in the area, as well as the vision and guiding principles outlined in the City of Brooks Municipal Development Plan. In particular, this ASP supports the following MDP principles:

- Advocate for the efficient use of land and development of complete communities.
- Encourage quality housing options for all interests, incomes and life stages.
- Champion the protection, enhancement, and integration of the natural environment.

1.2 HOW TO USE THIS PLAN

This ASP is meant to be used by the following stakeholders:

- Landowners, developers and business owners to see generally what land uses are allowed in a certain location and the process for development.
- Staff, Council and municipal authorities to make responsible decisions on redistricting, subdivisions and development permits that are inline with the policies in this Plan.
- Citizens to understand the future direction of growth and development in the northwest area of Brooks.

This plan is broken into the following sections:

1. Introduction - provides background and context for understanding the Plan area.
2. Development Concept - provides an overview of the land uses planned for the ASP and includes policies related to park spaces and natural areas, and residential, commercial and industrial development.
3. Infrastructure - outlines the expansion of infrastructure and policies related to roads, water, sanitary and sewer services.
4. Implementation - summarizes the development process and explains how the plan is to be implemented and amended if necessary.

Policies in sections two, three and four of the Plan must be referred to and followed when development is proposed within the plan area. When interpreting the policies of this plan, the words below have the corresponding meaning:

- SHALL, REQUIRE, MUST or WILL - directive terms that indicate the actions outlined are mandatory and apply to all situations.
- SHOULD - a directive term that indicates a preferred outcome or course of action, but one that is not mandatory.
- MAY - a permissive and/or discretionary term that denotes a choice in applying the policy.

1.3 PLAN AREA

The Northwest Sector ASP borders the County of Newell on the north side at 15 Avenue West and west side at 12 Street West. The east boundary of the plan area is 2 Street West, which turns into Highway 873 and connects to a key intersection with the Trans Canada highway north of the plan area, just outside of the City boundary (see Map 1). The south boundary of the plan area is Cassils Road West, which turns into Highway 542 in the County, ultimately connecting with Highway 36.

Adjacent land uses in the County of Newell include an existing farmstead to the north and existing country residential development to the west (see Map 2). Land north of the NW ASP

boundary is identified for potential serviced non-residential development in the County of Newell and City of Brooks Intermunicipal Development Plan. This non-residential development could include highway commercial uses, but at the time of writing this Plan no commercial development has been initiated.

There is also a functioning Confined Feeding Operation (CFO) within the County of Newell owned by MCF that affects the ASP area. The minimum distance separation buffer as established by the Natural Resources Conservation Board overlaps with the Plan area and consideration should be given to land uses in proximity to the buffers of this CFO. Residential development is not contemplated in the northwest portion of the Plan area to prevent land use conflicts and minimize nuisance complaints related to the CFO.

East and south of the ASP boundary, land within the City of Brooks is predominantly developed with low and medium density residential. There are some existing trail connections to the east and south of the ASP area that it was important to consider when designing the trail system through the Plan area (see Map 2).

1.4 EXISTING CONDITIONS

Undeveloped portions of the Plan area generally consist of native and cultivated grasses along with some mature trees. There is a large wetland or slough in the Plan area (see Map 2). The Province of Alberta Merged Wetland Inventory identifies five wetlands within the boundary of the NW ASP, with estimated values of 4 or 3. At the time of subdivision or development in areas with an identified wetland further analysis will be required to determine wetland classification and available development options as per the Alberta Wetland Policy.

The Marshall Drain is also a significant environmental feature in the plan area that provides stormwater management capacity, functions as a wildlife corridor and provides an opportunity for a pedestrian trail system through the Plan area. The Marshall Drain was constructed in the 1970s and meanders through the southern half of the Plan area before exiting along its western boundary. The Eastern Irrigation District (EID) owns the Marshall Drain but the City of Brooks has responsibility for it through an agreement with the EID. This drain receives irrigation and storm water runoff from surrounding lands both within and outside the Plan area.

The majority of land within the Plan area is privately owned and has been subdivided since adoption of the 1980 ASP. Major land holdings still exist in the east and north portion of the Plan area (see Map 3). The Plan area is approximately 264 ha (651 acres) in size. Major existing developments in the Plan area include:

- The residential neighbourhood of Uplands in the northeast portion of the Plan area (predominantly low density with some medium density development)
- Commercial development generally along the east side of the Plan area, including hotels, big box stores and a range of smaller businesses

- A pocket of low-density residential development in the southwest corner of the Plan

1.5 POLICY FRAMEWORK

The *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26 (*MGA*) sets out the legislative framework for planning in Alberta. Section 633 of the *MGA* gives municipalities the power to adopt an area structure plan to provide a framework for subdivision and development of an area of land. Area structure plans must comply with higher level legislation and policies and in turn the development process must comply with ASPs (see figure 1). An ASP is a statutory plan, which means there is a legal obligation on the part of the municipality and all other stakeholders to follow the plan.

Figure 1 – Hierarchy of Plans

Municipal Government Act	The provincial legislative framework for planning that municipalities and their planning documents must align with.
South Saskatchewan Regional Plan (SSRP)	A provincially mandated statutory plan that establishes a long-term vision for sustainable development of the South Saskatchewan Region.
Intermunicipal Development Plan (IDP)	A statutory plan that enables orderly and coordinated development between the City of Brooks and the County of Newell.
Municipal Development Plan (MDP)	A statutory plan required by the *MGA* to guide future land use. An MDP sets the vision for the City's growth and goals for development, infrastructure, recreation and transportation.
Area Structure Plan (ASP)	A statutory plan establishing future land uses and desired development patterns for a previously undeveloped area of the municipality.
Land Use Bylaw (LUB)	A statutory document that divides the City into land use districts, establishes rules and regulations for what can be developed within land use districts, and sets out the requirements and process for subdivision and development permits.
Subdivision	A process of dividing a parcel of land into two or more parcels, each with their own legal title in compliance with the lot sizes and regulations of the land use bylaw.
Development Permit	A permit and set of drawings or plans that specifies how development is to occur on a parcel of land based on the land use district and regulations in the land use bylaw.

The following documents were consulted in the preparation of the Northwest Sector Area Structure Plan and direction from these documents was incorporated into the policies of this Plan where appropriate:

- City of Brooks Municipal Development Plan – 2019
- County of Newell and City of Brooks Intermunicipal Development Plan - 2009
- City of Brooks Comprehensive Recreation, Parks and Culture Master Plan – 2010
- City of Brooks & County of Newell Southwest Brooks Sanitary Servicing Study - 2013
- City of Brooks Transportation Infrastructure Master Plan – 2018
- City of Brooks Potable Water Infrastructure Master Plan – 2018
- City of Brooks Wastewater Infrastructure Master Plan – 2018
- City of Brooks Raw Water Irrigation Infrastructure Master Plan - 2020
- City of Brooks Stormwater Management Infrastructure Master Plan – 2020

Since this ASP was last updated, the City of Brooks has adopted a new Municipal Development Plan. This MDP has informed the policies throughout this Plan. Key policies from the MDP that relate to development in the Plan area are listed below.

General and Growth Policies

4.1 Future growth and development within the boundaries of the City of Brooks should occur in a logical and resource-efficient manner, contiguous to existing development and able to make use of existing transportation, infrastructure and servicing connections that have capacity available to accommodate additional growth with the least amount of upgrading required.

4.3 Multi-lot subdivision and/or development should be phased to minimize carrying costs to developers and the municipality, and to make the most efficient use of infrastructure and servicing connections.

5.1 Growth in greenfield areas of the City should:

a. *be planned, designed and phased to ensure a compact, contiguous and well-designed urban form that uses land and infrastructure efficiently;*

Residential Development Policies

4.12 New developments should provide:

a. *an adequate supply of single detached dwellings and multi-unit dwellings;*
b. *a diversity of lot sizes;*
c. *a range of housing tenure options; and*
d. *adequate civic spaces and community needs such as parks, trails, schools and recreational opportunities.*

4.13 New developments should provide a high level of vehicular and active modes connectivity internally, and to existing built-up areas of the City, through the design and layout of streets and blocks that make use of grid and modified grid patterns.

4.14 Where appropriate residential developments should provide an area or area(s), which allow for and encourage complementary non-residential land uses.

Commercial Development Policies

4.18 Highway commercial development shall continue to be focused along major arterial roadways in the City and proximate to the TransCanada Highway.

4.20 Commercial development near residential development shall minimize potential negative impacts to the residential development by conforming to development regulations relating to development matters including, but not limited to the:

a. *design, orientation and massing of buildings, structures, and traffic elements such as access locations and parking and loading areas;*
b. *placement and orientation of lighting and signage; and*
c. *perimeter screening and site landscaping.*

4.21 Mixed use development, made up of commercial and other non-residential uses combined with residential units, should be encouraged where appropriate, with consideration for matters including, but not limited to:

a. *sufficient area for parking, with the potential for parking to be shared between daytime uses and residential needs;*
b. *adequate access to collector and/or arterial roadways;*
c. *easy access to schools, community facilities, and civic spaces; and*
d. *the minimizing of potential negative impacts to surrounding development*

Transportation Policies

6.4 New transportation rights-of-ways associated with newly developed areas, shall be funded by the developer(s).

6.5 Arterial routes in newly developed areas should give consideration to:

a. *minimize the number of driveways permitted in order that the function of such roads is not negatively impacted; and*
b. *make use of laneways to provide access to garages and off-street parking.*

6.8 Where appropriate and feasible the City will require developers of new areas to provide the land and capital expenditure to continue to expand the trails system in accordance with the 2010 Comprehensive Recreation, Parks and Culture Master Plan and any additions and amendments to the same, and/or any successor plan or other type of document approved by the City.

6.10 Where appropriate and feasible the City should enhance the walkability of the street network by adding sidewalks, improved pedestrian crossings, signalization and lighting.

6.16 Noise attenuation devices and visual screens, other land uses, special development regulations (e.g. increased lot depth), or landscaped buffer strips should be required to be installed by developers between new residential developments, highways and railways.

Natural Environment and Municipal Services and Facilities Policies

7.1 Developers shall be required to identify how subdivision and development proposals minimize potential negative impacts to the natural environment.

7.7 Stormwater catchment areas shall be required to be designed and built as naturalized wetlands, unless otherwise approved by the City.

7.13 The City will protect a full range of wetlands and riparian conditions by preventing or limiting development activity in hydrologically sensitive areas.

10.8 The design and development of storm drainage ponds should include only: a. dry ponds; b. constructed wetlands; and c. any combination of a and b, to the discretion of the City.

10.9 Proposed dry ponds and/or constructed wetlands shall be designated as Public Utility Lots (PUL), and designed for a 1:100 year storm event.

2. DEVELOPMENT CONCEPT

2.1 PLAN OBJECTIVES

The Northwest Sector Area Structure Plan provides a site for residential and commercial growth for the City of Brooks, as well as an opportunity for the enjoyment of the natural environment. While being sensitive to the environmental features in the Plan area, the ASP will guide development to ensure that residents have the neighbourhood amenities they need to experience a high quality of life and that businesses and industries have opportunities to expand into the Plan area.

The objectives of the Northwest Sector Area Structure Plan are:

A. Provide a mix of housing to provide diverse options to residents.
B. Support continued commercial growth that meets the needs of residents in the Plan area and the surrounding community.
C. Allow for development of non-residential uses to support the economy of Brooks.
D. Ensure efficient use of land where rational infrastructure investment supports appropriate development.
E. Protect environmentally sensitive areas and where possible provide passive recreation opportunities.
F. Provide an open space system connected through a trail network to destinations within and outside of the Plan area.

2.2 LAND USE CONCEPT

The land use concept (Map 4) illustrates the future land uses to be developed in the Plan area. Residential development is shown in the form of infill opportunities in the existing Uplands neighbourhood and multi-unit residential south of Uplands Boulevard West. Low density residential is also identified in the southwest corner of the Plan area.

New sites for commercial development are identified north of Cassils Road West and west of existing commercial between 2nd and 3rd Street West. Opportunities for further commercial development also exist along 2nd Street West on currently vacant or underutilized parcels.

The northwest portion of the Plan area has servicing constraints. Due to the cost prohibitive nature of extending sewer and sanitary to this area, this site is identified as a Low Flow Development Area that can accommodate low intensity commercial or light industrial

development. There is also a significant wetland/slough in this area that will need to be developed around. Despite these constraints this area is well located for businesses to access the Joanne Trucking Road (3rd Street West) and the TransCanada highway. Businesses or industries operating in this area will be required to have low water demands. Prior to development, there will be a requirement to create a site specific Direct Control land use district to specify in more detail the appropriate land uses for this area.

The west central portion of the Plan area includes part of the Marshall Drain and is characterized by slopes and water flows that make servicing development cost prohibitive. Therefore, this area is identified as a protected open space that will serve as a natural area and a trail linkage for pedestrians.

Key roadways providing residential access include Upland Boulevard, 13th Avenue West, 11th Street West, and Frazer Avenue West. 15th Avenue West is within the County of Newell and extends westward from 2nd Street West. 15th Avenue West could serve as a future arterial roadway connection to 12th Street West, but extension of 15th Avenue West to 12 Street West will be dependent on negotiations with landowners, the County of Newell and the City of Brooks. Road connections through the low flow development area in the northwest portion of the Plan and local roads have not been shown, but roadways will be identified prior to redesignation or subdivision to the satisfaction of the City of Brooks.

2.3 DENSITY AND PHASING

The majority of the residential land within the Plan area has been developed as part of the Uplands subdivision. There are however two other proposed nodes of residential development: a single detached (low-density) area in the southwest portion of the plan and a multi-unit (medium density) area in the central part of the plan. To understand the potential additional population that can be accommodated within the ASP boundaries The projected densities and populations for these two areas are provided in Figure 2.

The numbers in Figure 2 are only reflecting currently undeveloped areas of the Plan that are identified for future residential development. An additional population of approximately 1237 can be accommodated in undeveloped areas of the Plan. These calculations are estimates based on general numbers and will vary once actual development occurs. Infrastructure upgrades could allow for a higher density of development than what is shown in Figure 2.

Figure 2 – Density Calculations and Projected Population

	Gross Area	Net Developable Area	Number of Dwelling Units	Population
Single detached Southwest Residential Node	**44.8** Acres	**31.4** Acres	**188** Calculated based on an estimate of 6 dwelling units/acre, which is similar to the density in already developed portions of the Southwest residential node.	**526**
Multi-unit Central Residential Node	**20.1** Acres	**14.1** Acres	**254** Calculated based on an estimate of 18 dwelling units/acre, which is an average based on other multi-unit developments in Brooks.	**711**
	Net developable area is calculated by subtracting 30% of the gross area based on a standard assumption of 20% of gross land for circulation and 10% for municipal reserve requirements.			Calculated based on an average 2.8 people per dwelling from the 2016 Canadian census for Brooks.
	Total Estimated Additional Population in NW Sector			**1237**

Development in the Plan area will be driven by the availability of infrastructure and market demand. It is expected that there will be further development of residential in both the southwest portion of the Plan area and in the central part of the plan (multi-unit residential). Infill and redevelopment of the commercial areas can also readily occur, taking advantage of available infrastructure.

The Low Flow Development Area can be developed when there is interest from the landowner or a future developer and will be a more involved planning process including coordination with the City of Brooks. The phasing of development within this Plan should be approved only where there are contiguous roads and utilities. The cost of extending infrastructure into undeveloped lands shall be the responsibility of the developer.

2.4 LAND USE POLICIES

2.4.1 RESIDENTIAL DEVELOPMENT

The majority of the residential land has already been developed through the Uplands subdivision in the northeast portion of the Plan area. There is also existing larger lot residential development located in the southwest portion of the Plan area adjacent to Cassils Road East. There are opportunities for the expansion of low density residential in this area through development of currently vacant sites and the redevelopment of existing large lots. Through the subdivision and development permit process, residential development in the southwest portion of the Plan area will have to demonstrate that it can be serviced to City of Brooks standards. In some cases, this may require onsite pumps because expansion of the sanitary system becomes more difficult as you move closer to the low-lying open space area around the Marshall Drain.

There is existing development designated Direct Control and Future Urban Development at 1006 and 740 12 street West. These lots contain a residential dwelling and associated sheds and accessory structures that takes services from 12 Street West. The current use of this land can continue, but no intensification of the properties in terms of additional homes or business uses is likely to be allowed as this area is part of the open space around Marshall Drain that is prone to flooding.

There is opportunity for the development of multi-unit residential in the form of townhouses or apartment buildings south of the school site and the Uplands neighbourhood. With access to open space and adjacent commercial, this area will work well for medium density residential development. A target density is not identified for the Plan area since the majority of residential is already developed. The appropriate densities will be determined at the development stage based on the capacity of the available infrastructure.

RESIDENTIAL DEVELOPMENT POLICIES

2.4.1.1	Residential development within the Plan area should contain a variety of housing types and densities to provide diverse housing options, including single and semi-detached housing, townhouses, and apartment buildings where appropriate.
2.4.1.2	Due to the servicing constraints in the Plan area, land identified for residential development in the southwest portion of the Plan, should be developed with low density residential development. Medium density development in this area

	may be considered on a case-by-case basis if adequate infrastructure upgrades can be provided at the cost of the developer.
2.4.1.3	The current use, based on approvals prior to the adoption of this Plan, along 12 Street West shall be allowed to continue. New low density residential development on these parcels may only be considered if sufficient separation is provided from Marshall Drain in the form of Environmental Reserve at the time of subdivision and the development can be adequately serviced to municipal standards at the developer's expense.
2.4.1.4	At the time of redistricting, subdivision or development permit, applicants shall be required to demonstrate the serviceability of their site to the satisfaction of the City of Brooks. This may require the submission of infrastructure studies including, but not limited to: • Geotechnical Report to ensure soil and slope suitability • Site Servicing Study to determine the level of water and sanitary sewer service available and if upgrades are needed • Storm Water Management Study to ensure run-off quality and quantity is managed on site and meets pre-development flows • Traffic Impact Assessment to determine any impacts development will have on roads capacities and traffic safety
2.4.1.5	Costs of infrastructure upgrades and development shall be borne by the applicants developing land in the Plan area.
2.4.1.6	New residential development in the Plan area shall be contiguous with existing development and should extend a grid or modified grid pattern that ensures efficient connectivity for vehicles and pedestrians.
2.4.1.7	Multi-unit residential development in the Plan area should provide appropriate private amenity areas and include pedestrian connections through sidewalks or trails to nearby parks and open spaces.
2.4.1.8	Residential development in the Plan area shall comply with the regulations in the City of Brooks Land Use Bylaw. Where redistricting is required, standard land use districts should be used. A site specific Direct Control land use district may be created in rare circumstances to deal with site constraints or to accommodate a unique development proposal.
2.4.1.9	Dwelling units in proximity to the well sites within or outside the Plan area will not be permitted to encroach into the 100 metre setback requirement unless a variance is granted by the Provincial Authority and the well-site operator.

2.4.2 COMMERCIAL DEVELOPMENT

The majority of commercial land has already been developed on the periphery of the Plan area between 3rd Street West and 2nd Street West and north of Cassils Road West. 2nd Street west is an important entry into the City of Brooks. Commercial development in this area is generally auto oriented and catering to the travelling public with businesses such as hotels, restaurants, and big box retail stores. There are opportunities for redevelopment and infill of existing commercial properties along 2nd Street West. It is expected that redevelopment in these areas will occur over time based on landowner interest and market demands. As parcels redevelop overtime, the quality of design and landscaping should be enhanced.

Big box retail development has started to develop west of 3rd Street West in the south portion of the plan area. It is expected that this style of commercial development will continue in the area. This development should be buffered from future residential to the west through landscaping or other means.

Neighbourhood commercial may be developed within the Uplands neighbourhood or within the residential node in the southwest portion of the plan based on market demand. Neighbourhood commercial will be small scale, pedestrian orientated and compatible with adjacent residential. It could also include mixed use development such as a building with retail stores on the bottom and apartments above.

There is an undeveloped 5.5 acre parcel within the Uplands neighbourhood (1405 – 3 Street West, Lot 48, Block 6, Plan 0613874) that acts as a transition space between the residential to the west and commercial to the east. At the time of writing this Plan there was no imminent development proposal from the landowner for this site. In recognition that this area could be successfully developed as residential, commercial or a combination of both it has been identified as a flex site (see Map 4), with associated policies.

COMMERCIAL DEVELOPMENT POLICIES

2.4.2.1 Commercial development should be directed to the existing commercial corridor between 2nd Street West and 3rd Street West or the commercial node west of 3 Street West and South of Uplands Boulevard West.

2.4.2.2 Redevelopment of commercial sites along 2nd Street West shall include enhanced landscaping that supports a positive entry into the City of Brooks. Parking may be provided in the rear, side or front of the lot, but in all scenarios landscaping should be provided in the front setback as per the City of Brooks Land Use Bylaw. A landscape plan shall be provided at the time of development

permit. Landscaping may include both soft and hard elements, but should include some planted materials such as grass, trees or bushes.

2.4.2.3 Businesses developed with outdoor patios should provide landscaping and/or fencing as a buffer from parking lots and roadways.

2.4.2.4 Big box commercial development shall be encouraged to break up large parking lots with landscaping and sidewalks to create a more attractive parking area and to ensure safe pedestrian movement from vehicles to the retail store.

2.4.2.5 Commercial development adjacent to land designated with residential or public land use districts should minimize impacts on adjacent development by:

- Placing outdoor storage, garbage enclosures, transformers, generators and similar features in an area on the lot where they are not viewable from adjacent lots or public rights-of-way or screening them from view.
- Orientating loading bays, site access and parking to minimize conflicts with pedestrians and residential vehicular traffic.
- In the case of larger commercial developments, such as big box stores, using landscaping and fencing as a buffer between residential and commercial development.
- Avoiding long stretches of blank wall by using windows and architectural methods to break up the facade and provide visual interest. This may be done through offsetting walls, shifting rooflines to vary height and articulating building elevations.
- Orientating lights away from adjacent lots, ensuring that lighting is directed downwards and turning lights off during non-business hours.
- Ensuring signage complements the character of the surrounding area and does not have any illumination, animation, moving images, LED screens, flashing or rotating.

2.4.2.6 Neighbourhood commercial may be developed in the Uplands subdivision or in the residential node north of Cassils Road West to serve the needs of residents. Neighbourhood commercial shall be compatible with adjacent residential by:

- Being small scale and designed to fit into a residential context.
- Locating parking to the side or rear of the property to encourage a more walkable environment and avoid conflicts between pedestrians and vehicles.
- Including high quality landscaping and signage that is pedestrian scaled.
- Providing connections to the pedestrian trail system where applicable.

2.4.2.7 Mixed use buildings may be developed in commercial areas adjacent to residential or as neighbourhood commercial within residential areas. Mixed use

development shall be compatible with adjacent development and shall comply with the City of Brooks Land Use Bylaw.

2.4.2.8 1405 – 3 Street West (Lot 48, Block 6, Plan 0613874) is identified as a flex site. This site may be developed as residential, commercial or a combination of the two, at the discretion of the Development Authority. The land shall be redistricted to an appropriate land use district prior to development. The following design direction shall be adhered to at the development stage:

- If developed as commercial, uses shall be compatible with adjacent residential development.
- If developed as commercial, high-quality fencing, a landscaped buffer and/or increased setbacks, at the discretion of the Development Authority, shall be required along the west property line to ensure no negative impacts on existing residential development.
- If developed as residential, housing forms may include low density and/or multi-unit housing based on the allowable uses in the Land Use Bylaw. Residential development may require a buffer from adjacent commercial development.
- A mix of commercial and residential may be developed on the site at the discretion of the Development Authority and may require additional design considerations to ensure land use compatibility.
- Any development on this site shall comply with all other applicable residential and commercial policies in this Plan.

2.4.3 | LOW FLOW DEVELOPMENT AREA

The northwest portion of the plan area has site constraints that make standard development challenging. For these reasons this area, as shown in Map 4, has been designated as a Low Flow Development Area. There is a significant slough/wetland feature in the northwest corner of the Plan area that will have to be developed around. This area also has high ground water levels. The City of Brooks sanitary collection system currently lacks adequate capacity to carry more flows from new development without expensive infrastructure upgrades.

Despite these site constraints, this area has access to major roadways and highways and is a good location for low intensity industrial or business park uses. To deal with the servicing constraints, development of a unique land use district or site specific Direct Control land use district is appropriate. This approach allows development to be restricted to uses that have low servicing demands and can be accommodated without cost prohibitive infrastructure investments.

LOW FLOW DEVELOPMENT POLICIES

2.4.3.1 Prior to any applications for subdivision or development permits in the Low Flow Development Area the landowner or developer shall provide the following to the City of Brooks for review:

- A wetland assessment that identifies and delineates the non-developable area around the wetland as per the Alberta Wetland Policy.
- Servicing studies to show what types of development are possible.
- A concept plan showing the proposed road network, general lot layout and storm pond location if applicable.
- A site specific Direct Control land use district that specifies the uses and regulations that will apply in the area.

2.4.3.2 Prior to the subdivision and development permit stage, the Low Flow Development Area shall be redistricted to a site specific Direct Control land use district that complies with the regulations of the City of Brooks Land Use Bylaw. The site specific Direct Control district shall have regard for the following:

- Extension of the road network in an efficient manner that connects to adjacent development and supports a logical and safe flow of traffic through the area.
- Uses that have low water and sanitary sewer demands, such as, but not limited to auto and equipment rental and sales, building and trade contractors, business and professional offices, warehouses, and outdoor storage.

- Sufficient setbacks from the wetland in the northwest corner to prevent flooding and protect the integrity of this environmental feature.
- Landscaping that utilizes low impact development (LID) techniques such as, but not limited to, the use of drought-resistant plants, mulches and gravels and alternative irrigation systems.

2.4.3.3 For lands within the Low Flow Development Area environmental reserve should be taken at the subdivision stage for a minimum 6 meter strip of land abutting the edge of the wetland, in accordance with the *Municipal Government Act*.

2.4.4 | OPEN SPACE AND INSTITUTIONAL

Within the already developed Uplands subdivision are some local neighbourhood parks and the Uplands Elementary School. Within the residential node in the southwest portion of the Plan area, there is a local neighbourhood park as well. There are also two churches in this area. No additional neighbourhood parks are required in these residential neighbourhoods at this time.

The Marshall Drain is a significant feature restricting development options in the southern portion of the Plan area. Rather than focusing on the expensive servicing needed for developing in this area, land within the vicinity of the Marshall Drain should be preserved as an open space. A future pedestrian trail north of the Marshall Drain can connect the Uplands subdivision with existing trail connections along 12 Street West and provide for passive recreation use near Marshall Drain (see Map 5).

Public health services and fire and emergency medical services are available from existing facilities outside of the Plan area. Even with additional residential development, it is unlikely that emergency or public facilities will be required in the Plan area, but this will be evaluated by the City of Brooks as development occurs.

OPEN SPACE AND INSTITUTIONAL POLICIES

2.4.4.1 Municipal and environmental reserve requirements will be determined at the subdivision stage as development occurs and may be used for the purposes identified in the *Municipal Government Act*.

2.4.4.2 At the time of subdivision of the Low Flow Development Area, municipal reserve land may be used to dedicate a multi-use or interpretive pedestrian trail connection from the Uplands Elementary School to connect with 12 Street West adjacent to Marshall Drain. This trail connection should be a minimum of 10

	meters to ensure an appropriate buffer from development and adequate space for landscaping and benches.
2.4.4.3	The City shall require land adjacent to the Marshall Drain as environmental reserve at the time of subdivision, in accordance with the *Municipal Government Act*. The amount of environmental reserve shall be determined based on maintaining the effectiveness of the drainage channel and protecting adjacent land from flooding.
2.4.4.4	The City shall work with the Grasslands Public School District to ensure adequate land is available for the expansion of the Uplands Elementary School if required and the development of any future school sites if needed. The City and the Grasslands Public School District shall continue to collaborate through the Joint Use Agreement.

3. INFRASTRUCTURE

3.1 TRANSPORTATION NETWORK

Previous versions of the Northwest Sector ASP proposed a north extension of 11 street West, past the Marshall Drain and looping east to connect with Uplands Boulevard West. It is now proposed that 11 Street West ends prior to Marshall Drain to protect this open space. It may be extended a small amount to accommodate limited residential development north of Frazer Avenue West.

Frazer Avenue West, 3 Street West and Uplands Boulevard function as collector roadways through the Plan area and should be upgraded as needed by the City. Frazer Avenue West is currently broken up by an undeveloped parcel of land and when this area eventually develops a roadway connection should be provided.

2nd Street West and Cassils Road West will continue to function as arterial roadways on the Plan's periphery. Upgrades to 12 Street West and the extension of 15th Avenue West may be required when the Low Flow Development Area is planned. Coordination with County of Newell and the developer(s) will be required to upgrade and build these roadways. 15th Avenue West will have to go around the existing wetland feature by either dipping south through the Plan area or going north around this feature within the County of Newell. Further discussion will be required with all stakeholders to determine the best route.

Collector and local roadway connections within the Low Flow Development Area will be worked out prior to redistricting and subdividing in the area. Costs for roadways to accommodate development in this area will be borne by the developer.

TRANSPORTATION POLICIES

3.1.1	The City shall maintain and upgrade roadways within the Plan area as per standard practices and the City of Brooks Transportation Master Plan.
3.1.2	The cost of constructing new roads to facilitate development will be borne by developers and shall be detailed in a development agreement as part of the subdivision or development permit process.
3.1.3	In order to maintain the efficient operation of Cassils Road West as an arterial roadway, any new development in the residential node in the southwest portion

	of the Plan area shall use existing access points at 8 Street West, 11 Street West and Prairie Meadows Close West and should not add additional access points.
3.1.4	At the time of subdivision of Block T, Plan 2342GO, land shall be dedicated as road right-of-way to continue Frazer Avenue to connect to 12 Street West at the developer's expense.
3.1.5	At the time of redistricting within the Low Flow Development Area the developer shall submit a concept plan for review that includes a road network that connects to Uplands Boulevard West, 12 Street West and provides an option for extension of 15 Street West. The City may also require a transportation study to: • Understand the expected volume of traffic generated by development. • Explain the road network including identification of the arterial, collector and local roads planned for the area.
3.1.6	New roadways constructed within residential and commercial areas should include a sidewalk on both sides of the street. New roadways within the Low Flow Development Area may be developed with a sidewalk on one side of the street as long as safe pedestrian flows are maintained and trail connections are provided to the Marshall Drain area.

3.2 WATER, SEWER AND STORMWATER SERVICING

Water distribution mains exist in the Plan area within arterial roadways and in existing subdivisions, as shown on Map 8. Water can be supplied to new residential and commercial development, from existing water supply facilities located elsewhere in the City.

The sanitary sewer system is also located in arterial roads along the periphery of the Plan area and within existing subdivisions. As identified in the Southwest Brooks Sanitary Servicing Study (2013), the City has evaluated sanitary servicing options for increasing capacity in the sanitary collection system in the west part of the City. Potential upgrades, such as construction of a new lift station will be expensive and will require coordination with the County of Newell and developers. Sanitary sewer upgrades and on-site pump systems may be required to facilitate further development in the southwest portion of the Plan area. Expansion of the sanitary sewer system will be more difficult in the Low Flow Development Area, which is why this area is identified for low intensity development that does not require a high level of servicing.

As identified in the Wastewater Infrastructure Master Plan (2018), the majority of the existing developed portion of the Plan area, including the Uplands subdivision and commercial development along 2nd Street West, is part of one sub-catchment area that flows to the Eastbrook lift station. The southwest corner of the Plan area is part of two different sub-catchment areas that flow to the Westbrook and Sunnylea lift stations. These lift stations are located outside of the Plan boundaries.

In regards to stormwater management, the Plan area discharges into the Marshall Drain. The Marshall Drain Basin covers much of the City of Brooks and is approximately 1400 ha in size. The Marshall Drain is an open channel that conveys flow from the west end of the City to the east end of the City and ultimately discharges into the One Tree Creek and through a culvert north across the Trans Canada highway. The Marshall Drain is part of the Eastern Irrigation District's (EID) works. The EID is responsible for approving the use of the Marshall Drain and the water quality parameters for water discharged into it.

As identified in the Stormwater Management Infrastructure Master Plan (2020), along the Marshall Drain are spill areas. Spill areas are locations where culverts create a pinch point in the channel that restricts the capacity and could result in the flooding of adjacent land when a significant rainfall event overtops the culvert. Designating land around the Marshall Drain within the Plan area as open space, as shown in Map 4, allows spill over to occur without affecting adjacent development.

The City of Brooks drainage system also deals with flows from surrounding land in the County. There are options to improve the regional drainage system and deal with spill areas, including diverting regional drainage to the downstream end of the Marshall Drain, and adding larger storm ponds within the City and within the County of Newell. There is an existing storm pond in the Uplands subdivision and as part of the Marshall Drain. No other storm ponds will be required within the Plan area for existing developed areas. The requirements for a storm pond as part of the Low Flow Development Area will be evaluated prior to redesignation and subdivision of the land.

WATER, SEWER AND STORMWATER POLICIES

3.2.1 All water mains, sanitary sewers, stormwater management facilities and other servicing infrastructure shall be designed and constructed to municipal standards.

3.2.2 Water supply and sewage management in the Plan Area should be extended from existing water distribution mains and sewer mains, as shown in Map 7 and 8, to new development areas.

3.2.3 Post-development storm run-off rates shall not exceed pre-development rates and the use of best management practices for storm water quality shall be followed.

3.2.4 At the time of subdivision or development permit, developers shall be responsible for demonstrating that the existing water, sewer and storm system can accommodate their proposed development and/or what upgrades to the system will be required. It is suggested that developers contact the City of Brooks early in their planning process if they require servicing information or standards from the City to do any servicing analysis.

3.2.5 Costs to extend or improve the water and sanitary and storm system to facilitate development will be borne by developers and shall be detailed in a development agreement as part of the subdivision or development permit process.

3.2.6 At the time of redistricting and/or subdivision in the Low Flow Development Area the following will be required:

- A distribution pipe network analysis to confirm the size, routing and adequacy of the water network to deliver peak domestic and fire flows.
- A sewer analysis to calculate sanitary sewage flows and required sewer main sizes, and identify upgrades required to the existing system including gravity mains, existing lift stations and forcemains.
- A stormwater management plan confirming the capacity of existing storm water facilities and the conceptual design of any proposed stormwater management facilities.

3.2.7 Storm water management facilities should be designed, constructed and operated in a sustainable manner that reflects the natural semi-arid climate of southeast Alberta. Hybrid ponds incorporating storage and wetland-type treatment components are the preferred style of storm water pond, with characteristics similar to natural prairie sloughs.

3.2.8 If a stormwater pond is required, it should be located on a Public Utility Lot and will not be used as part of the municipal reserve requirement. A stormwater pond may contribute to municipal reserve requirements if it includes the following, to the satisfaction of the City:

- A multi-use and/or interpretive trail

- Public access and visibility from local roadways (ie is not surrounded by private property)
- Passive recreation opportunities such as, but not limited to, benches, exercise equipment, and picnic tables

3.2.9 Water conservation practices are encouraged in the design of developments in the Plan Area, including the use of low flow household fixtures, retention and reuse of rainwater, and connection to a raw water irrigation system.

3.3 SHALLOW UTILITIES, WELL SITES AND PIPELINES

Natural gas, electricity and telephone lines are located within the Plan Area and may be extended to service future development areas as required. The Eastern Irrigation District has facilities within the Plan Area that are located at a shallow depth that must be protected during development to the satisfaction of the EID.

Pipelines exist north of Marshall Drain and along the north boundary of the Plan area. There are a number of well sites in the Plan area as well, as shown on Map 2. Three of these are gas wells adjacent to the Marshall Drain in the centre of the Plan area. One of these is a gas well located on 3 Street West. The Alberta Energy Regulator (AER) requires a 100 meter minimum setback from a wellhead or pipeline to a dwelling or to a public facility. Setback relaxations may be requested by the landowner but must be approved by the AER and be acceptable to the well's licensee.

SHALLOW UTILITIES, WELL SITES AND PIPELINES POLICIES

3.3.1 All shallow utilities shall be designed and submitted to the City for review and approval prior to commencement of construction. Installation of utilities shall be coordinated to ensure the sequence of construction follows installation of deep utilities and finished grades are established.

3.3.2 Costs to provide shallow utilities to facilitate development will be borne by developers, including any engineering studies that are required.

3.3.3 Setbacks from well sites will meet or exceed the minimum distance required as outlined by the Provincial Authority unless relaxed by it and the well operator.

3.3.4 No development will be permitted to encroach onto the rights-of-ways of the EID, or others, in the Plan Area unless as otherwise permitted by the individual owner.

4. IMPLEMENTATION

4.1 DEVELOPMENT PROCESS

This ASP is an important part of the development process and shall guide the more detailed steps that follows as shown below.

RAW LAND OR REDEVELOPMENT



FINISHED DEVELOPMENT

Figure 3 – Development Process

Strategic Plans, Policies & Guidelines	Includes the Municipal Development Plan and other city-wide planning and policy documents, which may be consulted at subsequent stages of development where applicable.
Area Structure Plan	Provides guidance for development within a specific area and shall be consulted at all subsequent stages of development.
Redistricting	Required on undeveloped parcels of land (currently designated Direct Control or Future Urban Development) and may be required when redeveloping if the proposal is for a use not allowed in the current land use district.
Subdivision	Required to create new lots for development or to split existing lots to accommodate denser redevelopment. Subdivision must comply with the regulations in the LUB.
Servicing Agreements	May be a condition of a subdivision or development permit and outlines the servicing requirements and responsibilities of the developer.
Development Permits	Details what a proposed development will look like, where it will be on the lot and other site specific development considerations such as signage and landscaping and must comply with the LUB.
Building Permits	Required for most construction projects and ensures buildings are safe and will work for their intended function. Must comply with the Alberta Building code.

Development in the Low Flow Development Area requires additional direction because of the unique servicing constraints in the area. As identified in previous policies in this Plan, servicing studies and preparation of a site specific Direct Control land use district should be used to direct subdivision and development in this area. The site specific Direct Control district shall be prepared by the developer, reviewed by the City and shall include the following elements:

- A list of uses, based on the existing uses in the City of Brooks Land Use Bylaw. If a new use is required, a definition shall be provided for it in the provision.
- A general site plan that development must conform to.
- Minimum setbacks, maximum site coverage, maximum building heights, minimum floor areas and minimum off-street parking requirements. While they may be unique to the site specific Direct Control district, these regulations should be informed by existing standards in the LUB.
- Any other regulations unique to the proposed development such as signage or landscaping standards that may be different than the existing general or use specific development regulations in the LUB.

4.2 IMPLEMENTATION POLICIES

4.2.1 The phasing of development in the Plan Area should occur in a contiguous manner (as an extension to existing development). Where non-contiguous development occurs, and where permanent access is not reasonable in the short term, interim access may be considered until such time as permanent access can be provided. Non-contiguous development shall only be permitted if roadways and utilities can be extended to the area to City of Brooks standards at the cost of the developer, and the development fits the overall development concept of the ASP.

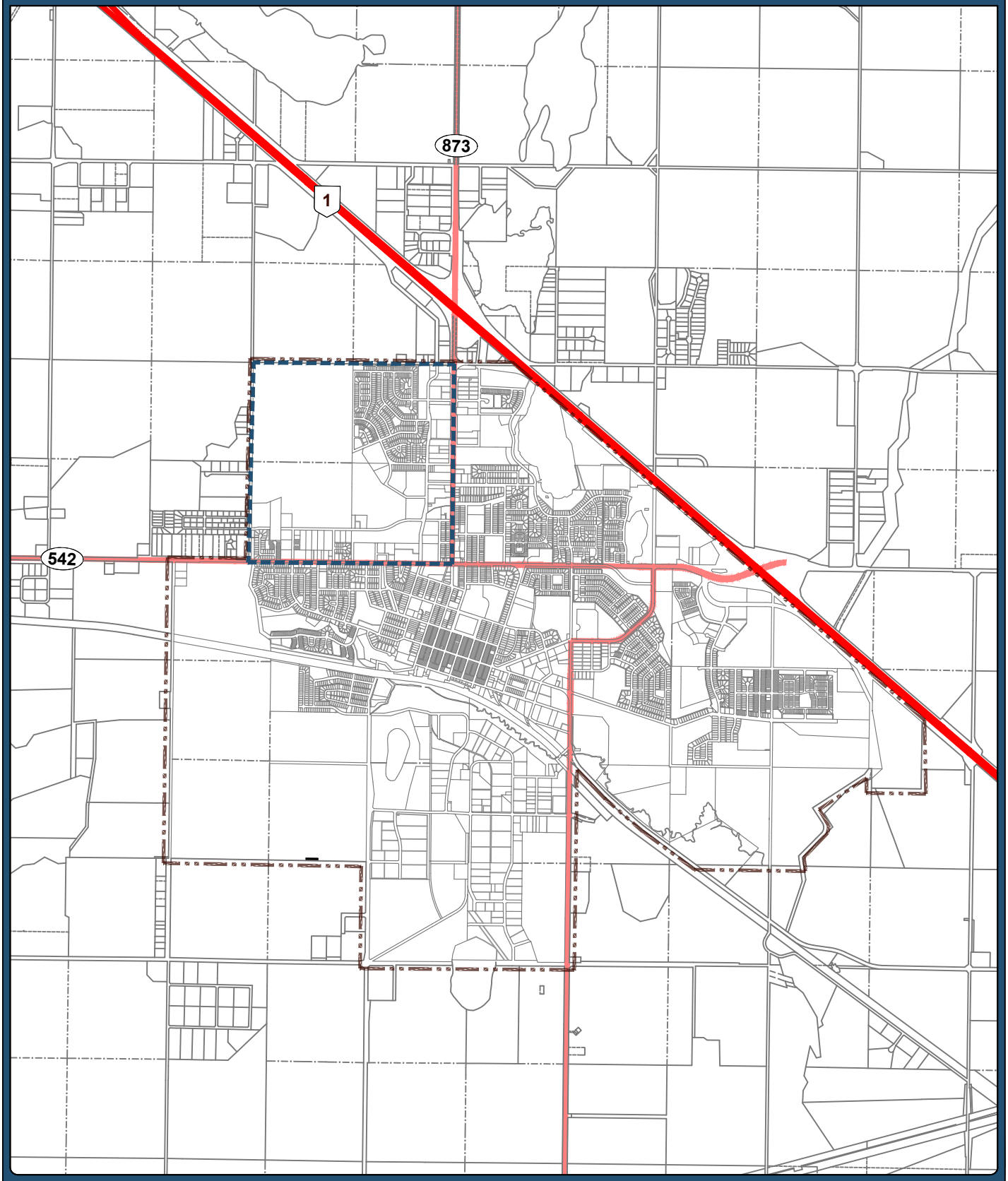
4.2.2 Developments and uses existing prior to the adoption of this Plan are allowed to continue in their current state. Existing developments approved prior to the adoption of this plan by a subdivision approval or development permit are allowed to proceed in accordance with the approval. New proposals for development shall comply with this Plan.

4.2.3 The application of certain policies may require interpretation, which shall be consistent with the intent and spirit of the individual policy and the broader objectives of this Plan.

4.2.4 Minor variations from the Land Use Concept and policies identified in this Plan may be allowed, at the discretion of the municipality. However, proposals to

	significantly change the proposed development of any part of the Plan area shall require an amendment to the ASP, with all costs to be borne by the applicant.
4.2.5	The City shall collaborate with municipalities, levels of government, local organizations and developers to implement the objectives and policies in this plan. Coordination with the County of Newell shall be guided by the Intermunicipal Development Plan, including requirements for referral of redistricting, subdivision and development permit applications.
4.2.6	If an amendment to this plan is required, the procedures outlined in the *MGA* respecting the review of statutory plans shall be followed. Amendments to this plan shall include circulation to affected landowners and review agencies and a public hearing.

MAP 1 - LOCATION



Alberta's Centennial City

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City Boundary

ASP Boundary

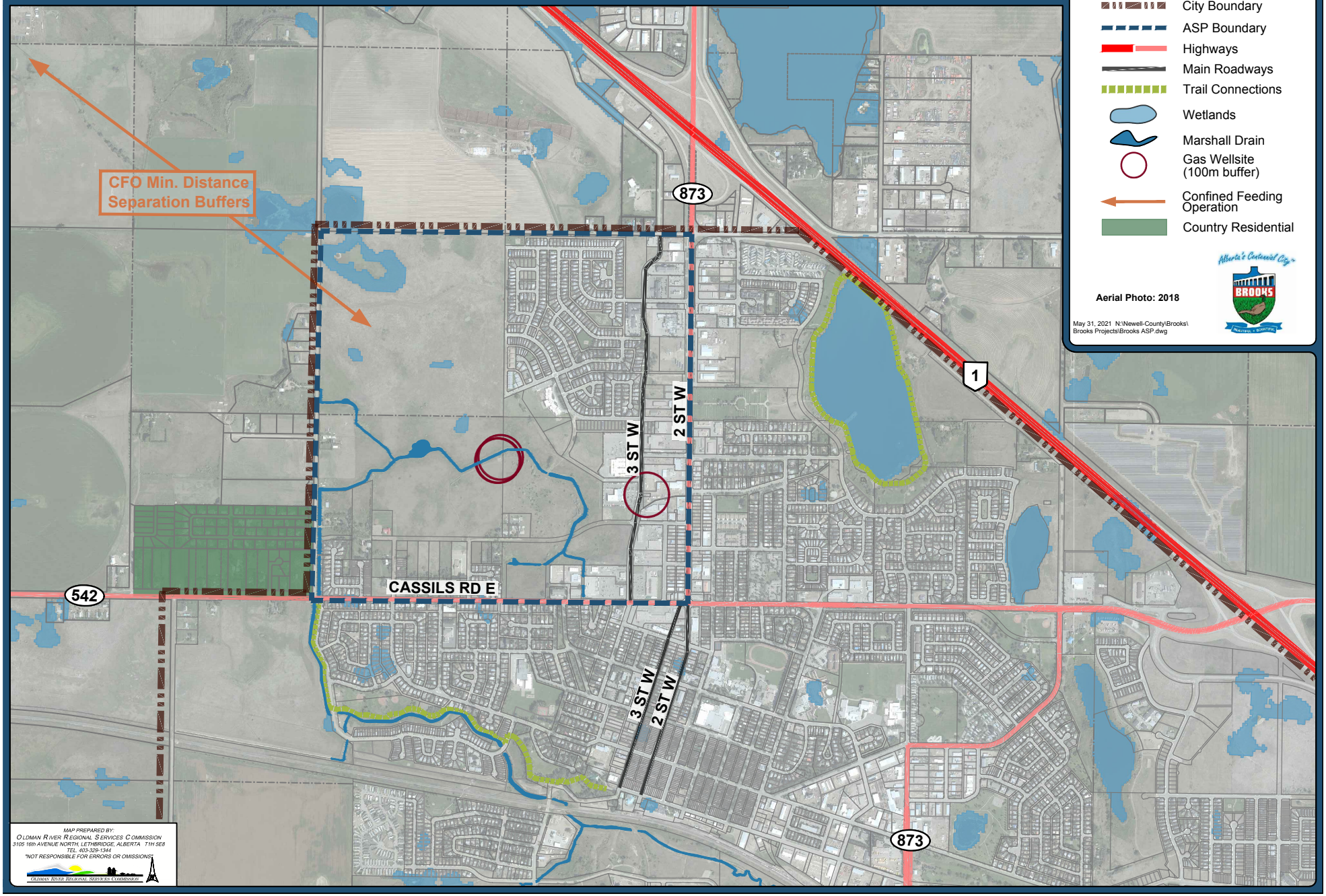
Highways

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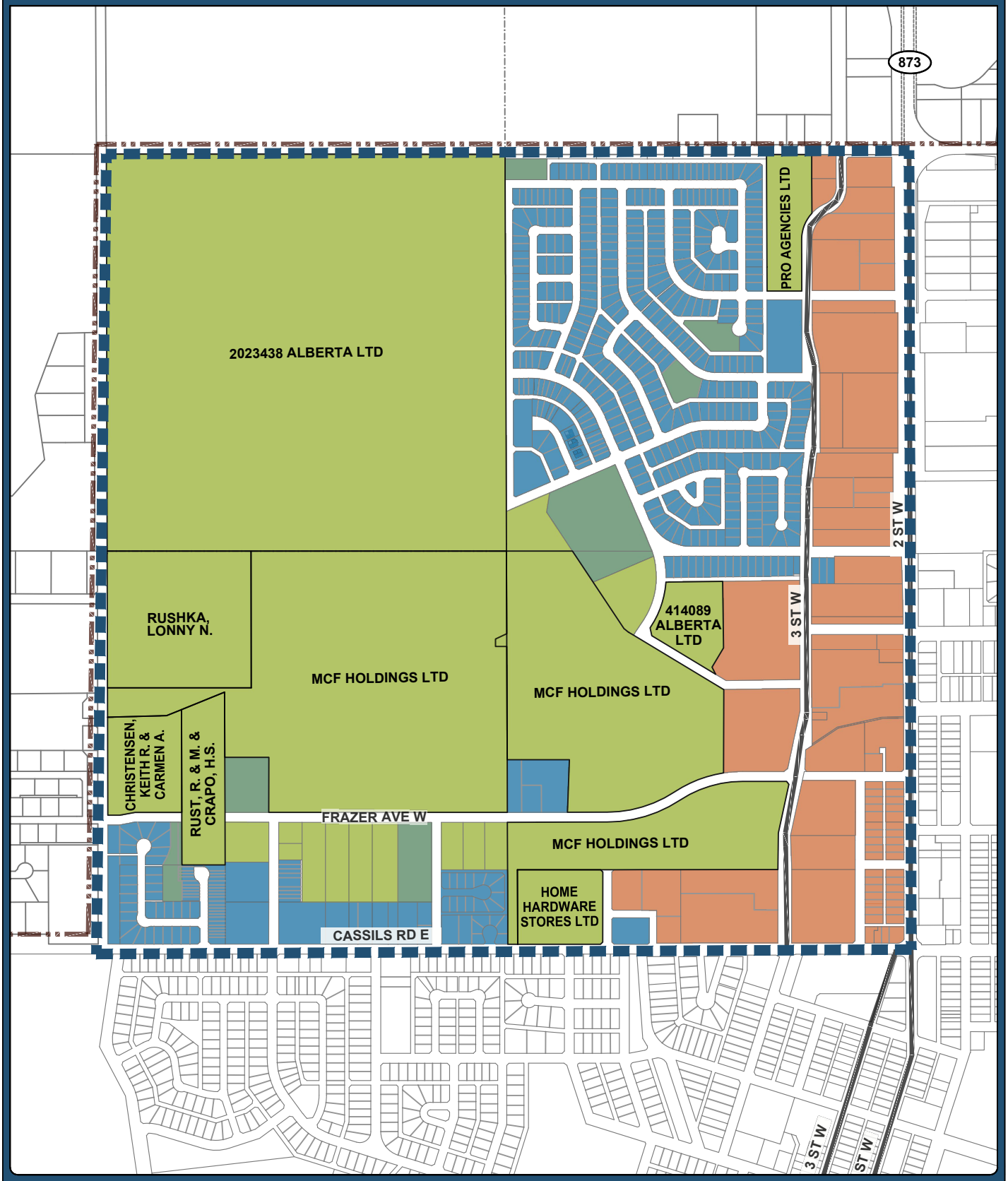
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MAP 2 - SITE FEATURES AND CONTEXT



MAP 3 - LAND OWNERSHIP AND EXISTING DEVELOPMENT



Alberta's Centennial City

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City Boundary
ASP Boundary
Main Roadways

Residential
Commercial
Open Space / Institutional
Undeveloped

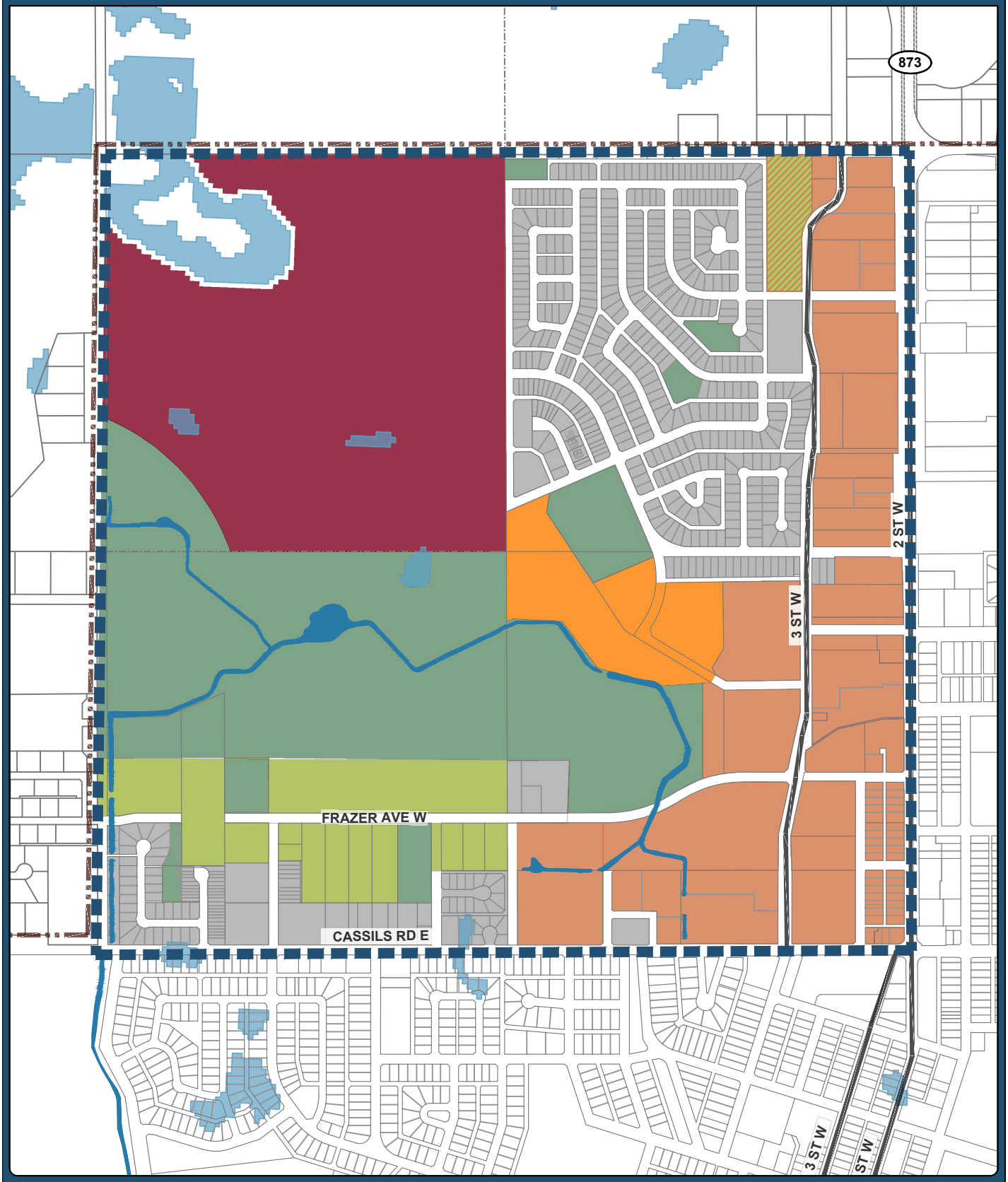
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MAP 4 - LAND USE CONCEPT



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- City Boundary
- ASP Boundary
- Main Roadways
- Wetlands
- Marshall Drain
- Existing Residential
- Flex Site
- Future Residential
- Commercial
- Open Space / Institutional
- Low Flow Development Area
- Multi-unit Residential

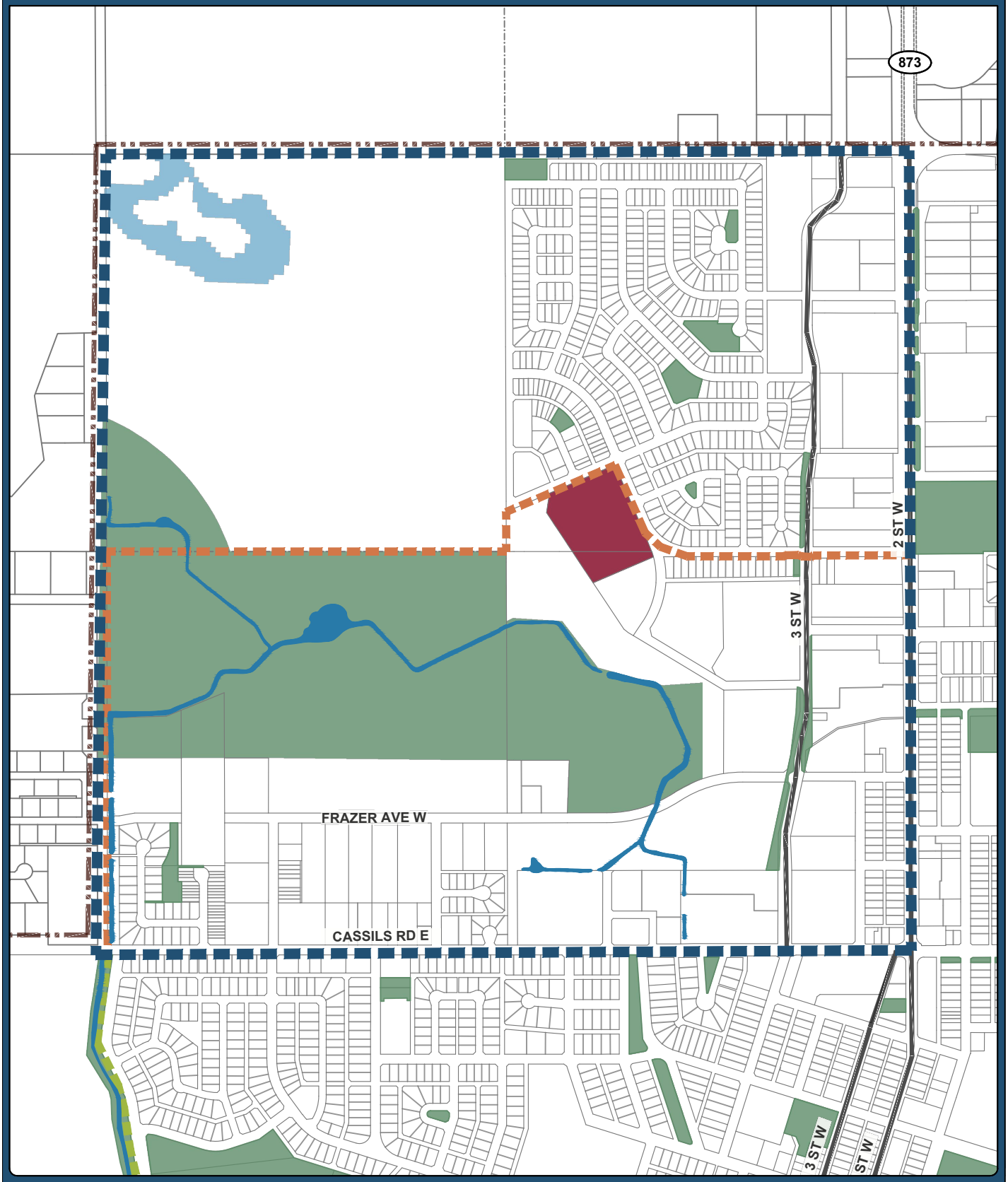
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MAP 5 - GREEN SPACE AND TRAIL NETWORK



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- City Boundary
- ASP Boundary
- Main Roadways
- Wetlands
- Marshall Drain
- Parks & Greenspace
- Existing Trails
- Future Trail Connection
- School Site

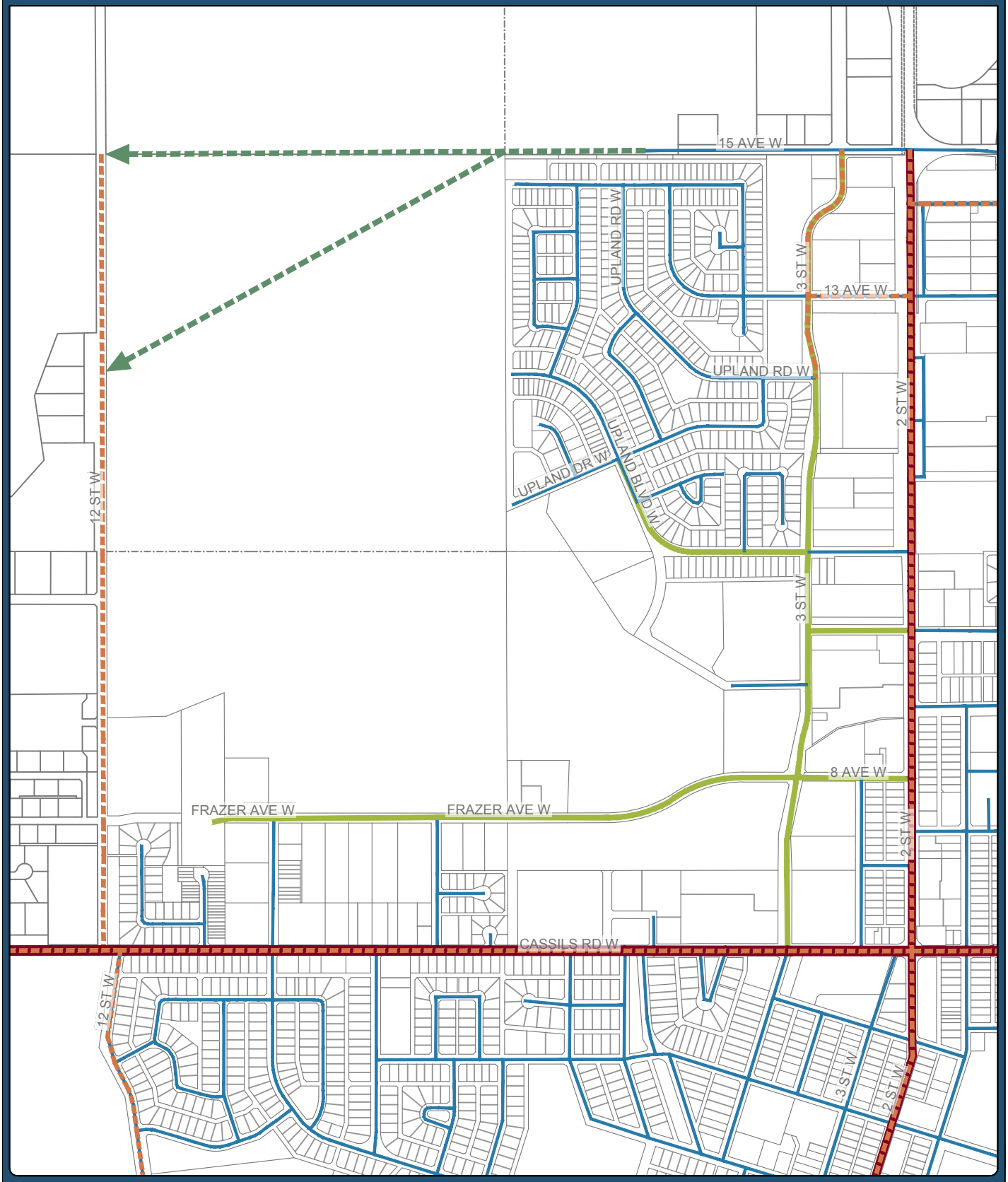
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MAP 6 - TRANSPORTATION NETWORK



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Arterial Roads

Collector Roads

Truck Routes

Local Roads

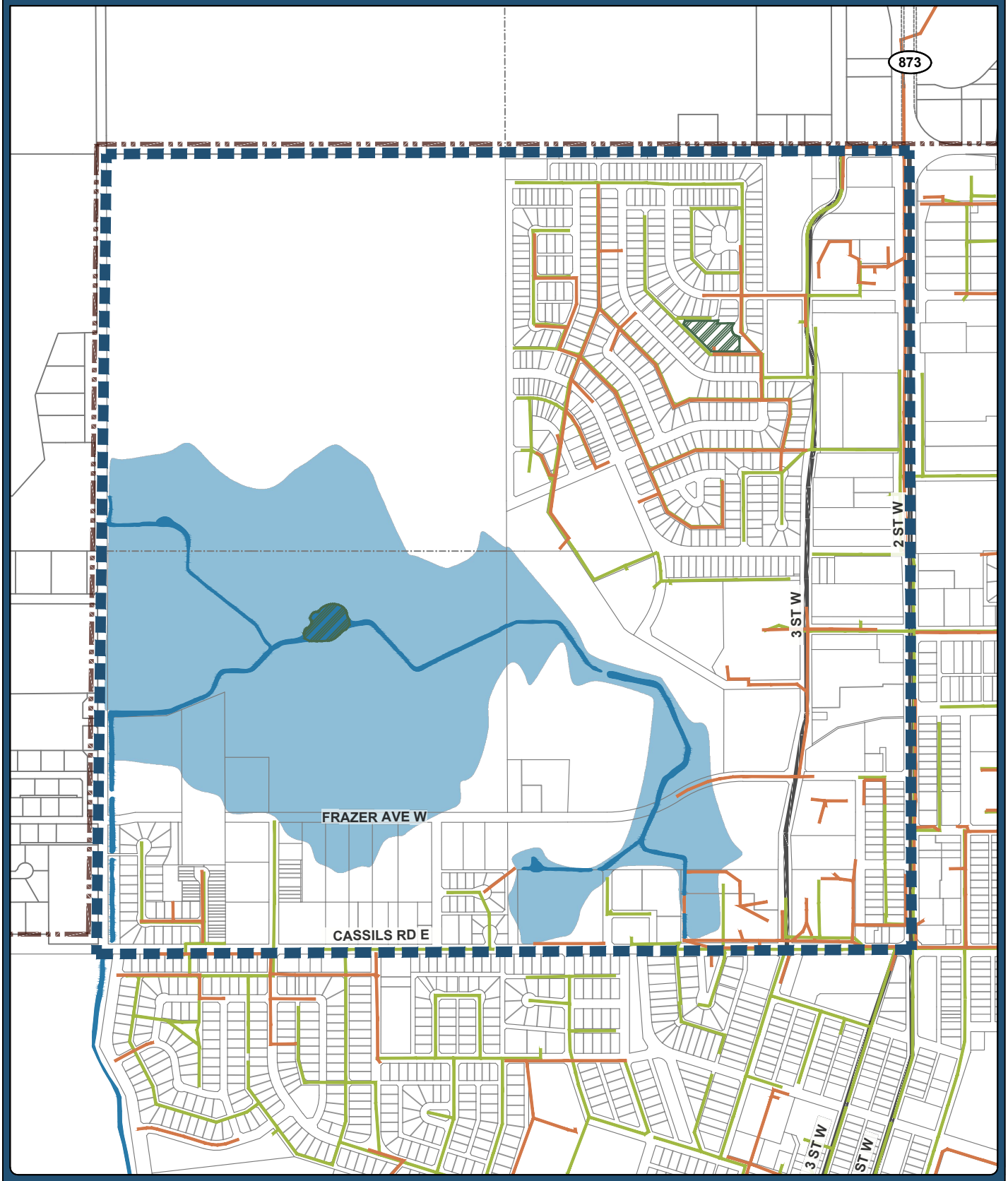
Potential Expansion of 15 Ave W

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MAP 7 - SANITARY AND STORM INFRASTRUCTURE



Alberta's Centennial City

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City Boundary
ASP Boundary
Main Roadways
Existing Sanitary
Existing Storm

Marshall Drain
Spill Area
Storm Pond

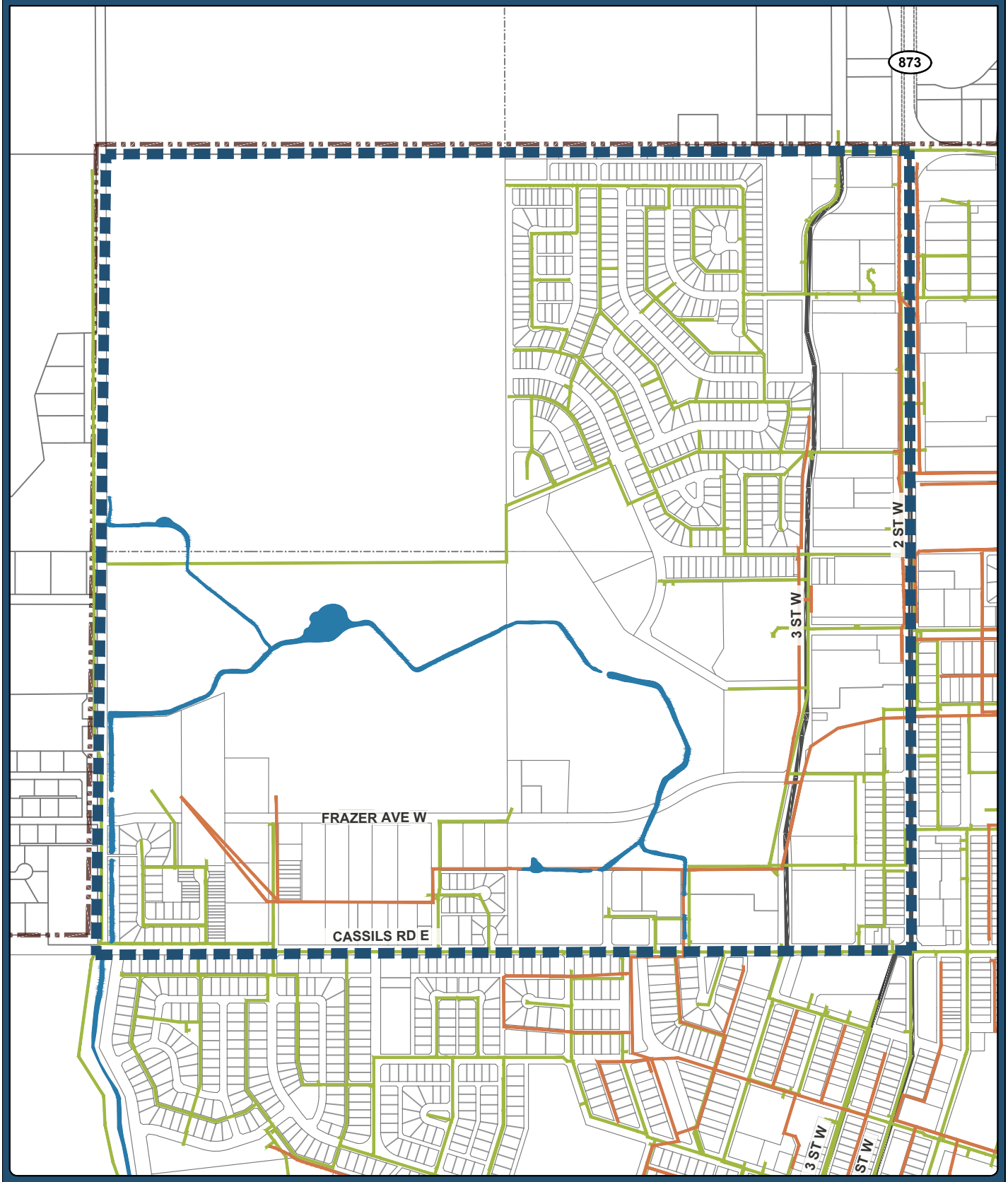
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MAP 8 - WATER INFRASTRUCTURE



Alberta's Centennial City

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City Boundary

ASP Boundary

Main Roadways

Marshall Drain

Existing Water Lines

Existing Raw Water Lines

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APPENDIX

1 GLOSSARY

area structure plan means a plan adopted by bylaw in accordance with the *Municipal Government Act* for the subdivision and development of an area of land which describes the sequence of development, land uses proposed, population density, location of major transportation routes and public utilities and other matters Council considers necessary.

density is measured in this plan as the number of dwelling units per net acre of a given parcel of land.

dwelling unit means one or more self contained rooms provided with sleeping, cooking, dining, and sanitary facilities intended to be used permanently or semi-permanently as a residence for one or more individuals as a single housekeeping unit.

environmental reserve means land that is acquired at the time of subdivision to preserve the natural features of land near water or land that is subject to flooding and other purposes pursuant to the *MGA*.

facade means the entire area and all elements (including but not limited to windows, recesses, projections, fascia, soffit, doors and canopies) of an exterior building wall for the entire width and from grade to the top of the building, not including any structural or non-structural elements extending beyond the highest point of the roof, eaves or parapet, whichever is applicable based on the design of the building.

green space means an area that is left undeveloped in its natural state and offers recreational opportunities, including trails

grid can generally be described as a system of street layout where the majority of intersections are made up of streets and avenues that intersect frequently, and create a consistent pattern of squares, rectangles or some variation of the two. A modified grid generally follows this pattern, but may vary or include curves to deal with topography, connecting to established areas of the City or changes in elevation.

infill development can generally be described as development in areas of the City that are considered already established, which may be further defined as areas where the majority of lots have been subdivided, serviced and developed.

low impact development (LID) is a comprehensive land development and engineering approach to managing the runoff from precipitation events that emphasizes conservation and use of onsite natural features to protect water quality. LID focuses on reducing the need for conventional storm water conveyance and collection systems through the use of decentralized small-scale hydrologic controls to replicate pre-development runoff flows by infiltrating, storing, evaporating and detaining runoff close to its surface. LID includes tools, techniques and mechanisms including, but not limited to, permeable pavements, vegetative roofs, rain gardens, bioswales and constructed wetlands.

MGA means the *Municipal Government Act*, a provincial statute that provides the governance model for municipalities in Alberta. The *MGA*

lays the foundation for how municipalities operate, how municipal councils function, and how citizens can work in partnership with their municipalities to create and sustain safe and viable communities.

mixed use development means a building where there is a mix of non-residential and residential uses. Typically residential is either above or behind the non-residential development in a multi-unit building.

multi-unit residential means a building that contains two or more dwellings units, such as townhouses or apartment buildings.

municipal reserve means land that is acquired at the time of subdivision for schools, parks and other municipal purposes pursuant to the *MGA*.

single detached dwelling means a building constructed on a lot intended for occupancy containing a single dwelling unit which is not attached to any other principal dwelling by any means.

walkable means an environment designed to make travel on foot safe, convenient, attractive and comfortable for various ages and abilities. Considerations include the directness of the route, safety, amount of street activity, separation of pedestrian and auto circulation, street furniture, surface material, sidewalk width, prevailing wind direction, intersection treatment, curb cuts, ramps and landscaping.

wetland means those areas that are inundated and saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions including swamps, marshes, bogs and similar areas governed by the government of Alberta's Wetland Policy.

2 PLAN PREPARATION AND PUBLIC ENGAGEMENT SUMMARY

The preparation of an area structure plan requires collaboration with multiple stakeholders, including land use planners, public works staff, landowners, and Council. The steps of creating the Northwest Sector Area Structure Plan are outlined below.

Review and Draft Preparation

- A review of existing infrastructure studies and land use conditions was conducted to understand the ASP area and implications for land use planning.
- The Plan was prepared with input from municipal administration.
- A draft Plan was presented at a Council workshop and feedback was incorporated into the document.

Consultation

- Letters were sent to all landowners within the ASP boundaries for comment on the draft development concept.
    - Comments were received from approximately 13 landowners within the ASP area.
    - The majority of responses were asking for clarification on what was changing within the ASP area and landowners noted no concerns.
    - One landowner identified the potential for their property to be developed successfully as either commercial or residential land uses. As a result of this discussion their property was updated in the ASP to a flex site with accompanying policies.

- The draft ASP was circulated to review agencies for comment.
    - Comments were received from Atco Pipelines, Alberta Transportation, and Telus noting that they had no concerns with the Plan.
    - The County of Newell provided comments noting some questions and some concerns. Some small edits were made to the plan and through further discussion, the County noted that they did not need an Intermunicipal Development Plan Committee Meeting and that they had no outstanding concerns.

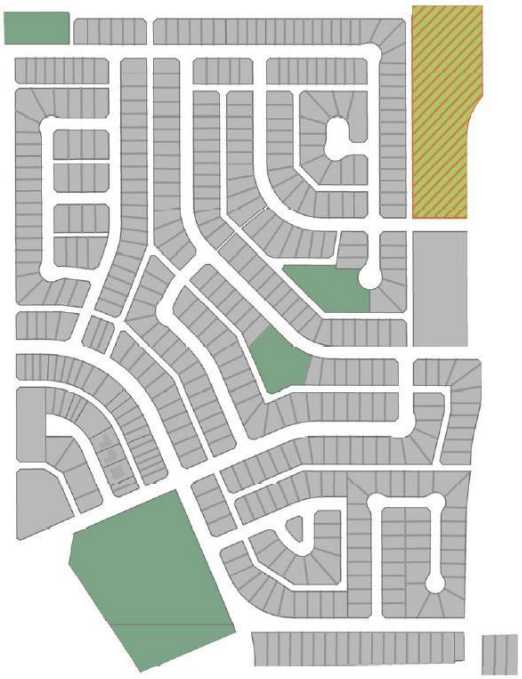
Public Hearing and Plan Finalization

- After first reading of the ASP and final circulation to review agencies, a public hearing was held on October 4, 2021.
- The plan was adopted by Bylaw 21/19 on October 4, 2021.

3 SERVICING AND DEVELOPMENT CONSIDERATIONS

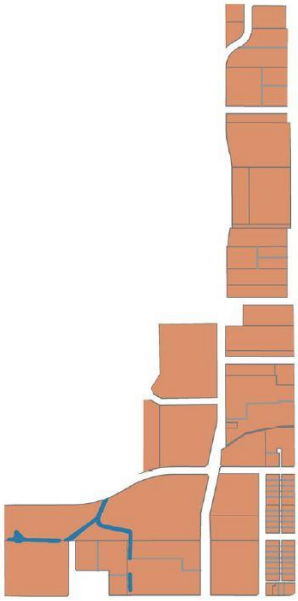
This appendix provides additional information on servicing and development requirements in the Northwest Sector ASP. The information provided is general in nature and based on available studies and standards at the time of plan preparation. This information is to be used as a starting point for landowners interested in exploring development options in the Plan area. Developers are encouraged to contact the City of Brooks early on in their planning process to discuss the current servicing and development process requirements. Servicing considerations are described below for different areas of the Plan. The following pages include general information about the reclassification, subdivision and development permit stages.

UPLANDS SUBDIVISION



- Aside from one undeveloped parcel (Lot 48, Block 6, Plan 0613874) this area is built out and additional development opportunities are limited
- Sanitary, storm and water infrastructure are located in existing roadways
- Residential infill can make use of existing services
- If/when lots are further subdivided each lot will need separate hook ups to all services

EXISTING COMMERCIAL



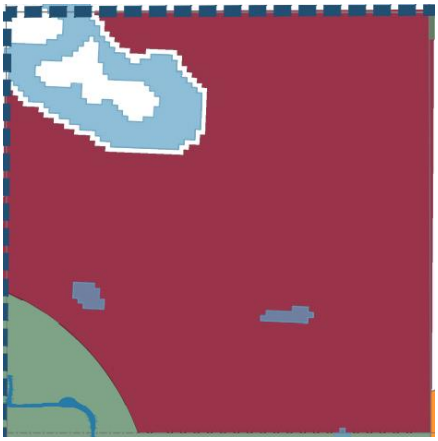
- Some lots along this commercial corridor are vacant or underutilized and the existing infrastructure capacity can handle some intensification of commercial development
- Sanitary, storm and water infrastructure are generally located in existing roadways
- Lots on the west side of this area will require a private pump system to connect to the sanitary system
- When lots are further subdivided and developed each lot will need separate hook ups to all services

EXISTING DEV'P NEAR MARSHALL DRAIN



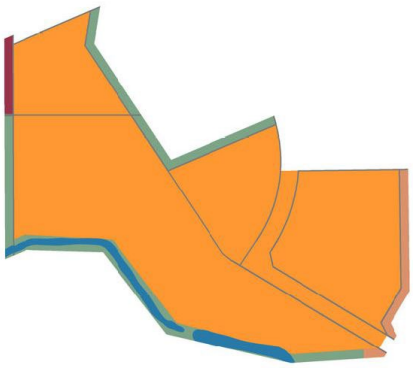
- Parcels along 12 Street West in the south portion of the Plan area are currently developed with acreage style development (a home and accessory buildings with a large yard space)
- This area is identified as Open Space as it is adjacent to Marshall Drain, which is susceptible to flooding
- Water is available in 12 Street West, but sanitary and storm connections are not and the City does not plan to invest in any expansion of these systems in this area
- Existing uses in this area can continue, but further intensification of residential or introduction of commercial is not expected due to the significant infrastructure investments required
- Commercial is also not a good fit here as it is adjacent to low density residential in the Plan area and in the County
- Low density residential development could be considered if sufficient servicing was provided by the developer, likely through a privately owned on-site sanitary pump system, and if a setback from Marshall Drain was provided as environmental reserve at the subdivision stage

LOW FLOW DEVELOPMENT AREA



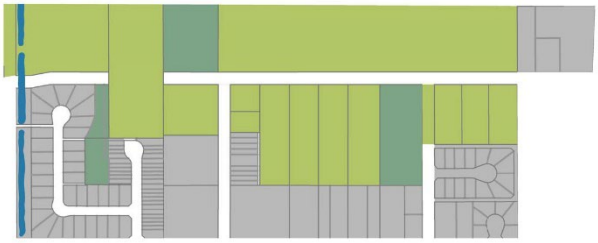
- This area is identified as a low flow development area and there are no servicing connections available
- A site-specific Direct Control District is required to specify what uses can be developed in this location
- Residential is not a good fit because of servicing constraints and proximity to the Confined Feeding Operation to the NW
- High intensity commercial or industrial uses will not be viable, but storage, warehousing, offices, contracting services and similar developments would be feasible
- Servicing studies will be required, and alternative servicing options will be needed to manage sanitary on-site
- A wetland study will be required to determine the extent of the wetland that is currently identified in the Alberta classification system, and establish a buffer from the wetland that can be taken as environmental reserve at the subdivision stage
- Options for an arterial road connection from 12 Street West to 15 Street west will have to be examined early in the planning stage, in collaboration with the County of Newell

MEDIUM DENSITY RESIDENTIAL



- This area is highlighted for medium density residential development and will require infrastructure investments as part of development
- Existing sanitary connections can be extended from behind the Uplands School
- Existing water connections can be extended from 9th Avenue West and the alley south of Uplands Boulevard West
- Development of this site would require managing storm water quantity and quality onsite prior to out letting into the Marshall Drain
- A setback will be required from the Marshall Drain, to be taken as environmental reserve at the subdivision stage

LOW DENSITY RESIDENTIAL



- Some lots in this area have been developed with single detached housing, some lots are vacant and some larger lots remain with acreage style development
- Lots adjacent to Cassils Road West can take advantage of existing services
- Extension of sanitary services to land adjacent to Frazer Avenue West and closer to Marshall Drain may be cost prohibitive and developers are encouraged to look at on-site servicing options
- Land in this area can more easily be developed in a holistic manner with multiple homes using a privately owned on-site pump system to deal with sanitary flows

RECLASSIFICATION OF LAND

Depending on the area where land is to be developed or redeveloped, reclassification of land may be required before subdivision and development can commence. Lands currently designated Direct Control District or Future Urban Development will require redistricting prior to development. When determining what land use district to redesignate to, a developer should look at the land use districts in the City of Brooks Land Use Bylaw (LUB) to see which listed uses best align with the ultimate development goals for the land. The general land use categories identified in the ASP land use concept (see Map 4) should be adhered to, however there may be multiple possible land use districts that could match the broader land use category identified in this Plan. For example, low density residential can be accommodated in the Residential Single Detached (R-SD), Residential Small Lot (R-SL) or Residential Low Density (R-LD) land use districts.

A fee is associated with reclassification of land, termed a land use bylaw amendment as listed in the fee schedule found in the City of Brooks LUB. The process for reclassification, as outlined in the MGA, requires advertising of the proposal and holding a public hearing where affected landowners may comment on the reclassification. Council will make the final decision to redesignate a parcel and there is no appeal of this decision.

SUBDIVISION OF LAND

After a parcel of land is redesignated to the appropriate district, the landowner may apply for subdivision of the parcel into separate titles if required. The landowner or developer will have certain costs to consider associated with the subdivision process, which include subdivision application fees, survey costs, and registration fees. Municipal reserve may also be required at the subdivision stage as either land or money in place of land, not exceeding 10 percent of the acreage of the subdivision area or 10 percent of the per acre value of the parcel being subdivided.

In order to determine infrastructure needs for the site engineering studies may be required at the subdivision stage, including but not limited to:

- Geotechnical Report ensuring that the site is suitable in terms of topography, soil characteristics, flooding, subsidence, slope stability and erosion control measures
- Site Servicing Study which looks at the availability of infrastructure to service the site including adequate water, and sanitary sewer capacities
- Storm Water Management Study which looks at the existing site storm runoff and using current Alberta Environment policies, provides a storm water management system to restrict both quantity and quality to predevelopment rates without affecting neighbouring properties
- Traffic Impact Assessment which considers the potential impacts to public roads and options available to address any impacts that would create issues relating to road capacities, levels of service and vehicular/nonvehicular traffic safety

Developers may be required to enter into a Development Agreement with the City of Brooks to provide the required infrastructure to service their development area. Depending on what infrastructure is existing, this development agreement may include new or upgraded infrastructure to the City of Brooks standards to provide:

- water mains and service connections
- sanitary sewer mains and service connections
- storm sewer mains and service connections
- overland drainage system and if applicable a storm pond
- paved roadways complete with curb and gutter
- sidewalks and lanes where required
- natural gas (ATCO Gas)
- electrical and street lighting
- telephone (Telus)
- cable television (Shaw Cable)

The subdivision process includes circulation to review agencies and notification to adjacent landowners. The subdivision decision is made by the Subdivision Authority and there is the ability for the developer or certain review agencies to appeal the decision or conditions.

DEVELOPMENT OF INDIVIDUAL LOTS

Once the land to be developed has gone through reclassification and subdivision, if necessary, the landowner/developer can apply for development permits with the City of Brooks for uses listed in the applicable land use district. If subdivision is not required, a development agreement may be needed at the development permit stage to cover off any infrastructure requirements (as noted in the subdivision section above).

The landowner/developer will be required to submit an application form, a fee, a site plan showing the location of the building(s) or uses on the lot, any other requirements identified by the City. If a proposed development conforms to this Plan and the Land Use Bylaw, the development officer shall issue a development permit with or without conditions. If the application is for a development permit for a discretionary use, or requesting significant waivers to LUB regulations, the decision will be made by the Development Authority, who will notify adjacent landowners. There is the opportunity for appeal of the development permit decision or conditions by the landowner or anyone else deemed affected.

The applicant must commence the development within 12 months from the date of issuance of the permit, unless the development permit is suspended or cancelled, or an extension is approved by the Development Authority prior to the 12-month period concluding.