

MELFORT PLANNING DISTRICT  
OFFICIAL COMMUNITY PLAN

Prepared for:

THE MELFORT PLANNING DISTRICT COMMISSION

Prepared by:

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SASKATOON, SK

APRIL 2023



MUNICIPALITY OF \_\_\_\_\_

BYLAW NO. \_\_\_\_\_

**A BYLAW OF \_\_\_\_\_ TO ADOPT THE MELFORT PLANNING  
DISTRICT OFFICIAL COMMUNITY PLAN**

The Council of the \_\_\_\_\_, in the Province of Saskatchewan, in open meeting assembled, enacts as follows:

1. Pursuant to Section 29 and 102 of *The Planning and Development Act, 2007* the Council of \_\_\_\_\_ hereby adopts the Melfort Planning District Official Community Plan, identified as Schedule “A” to this bylaw.
2. The \_\_\_\_\_ and \_\_\_\_\_ Administrator are hereby authorized to sign and seal Schedule “A” which is attached hereto and forms part of this bylaw.
3. Bylaw No. \_\_\_\_\_, the \_\_\_\_\_ Bylaw, and all amendments thereto, are hereby repealed.
4. This Bylaw shall come into force on the date of final approval by the Ministry of Government Relations.

\_\_\_\_\_  
REEVE/MAYOR

\_\_\_\_\_  
ADMINISTRATOR



**THE MELFORT PLANNING DISTRICT  
OFFICIAL COMMUNITY PLAN**

Being Schedule "A" to Bylaw No. \_\_\_\_\_

of the Rural Municipality of Star City No. 428, the Rural Municipality of Flett's Springs No. 429 and the  
City of Melfort

\_\_\_\_\_  
(Reeve/mayor)

S E A L

\_\_\_\_\_  
(Administrator)



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# 1 INTRODUCTION

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## 1.1 AUTHORITY

In accordance with Sections 29, 32 and 102 of *The Planning and Development Act, 2007 (The Act)*, the **Melfort Planning District Commission** (MPDC) has prepared this document for the RM of Star City No. 428, RM of Flett's Springs No. 429 (The RMs) and the City of Melfort for adoption as the Melfort Planning DOCP. The DOCP will provide the member municipalities with goals, objectives and policies relating to approximately 20 years of future growth and development within the Planning District.

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

- (1) sustainable current and future land use and development in the municipality;
- (2) current and future economic development;
- (3) the general provision of public work;
- (4) the management of lands that are subject to natural hazards, including flooding, slumping and slope instability;
- (5) the management of environmentally sensitive lands;
- (6) source water protection;
- (7) the means of implementing the DOCP;
- (8) the co-ordination of land use, future growth patterns and public works with adjacent municipalities;
- (9) the implementation of the intermunicipal development agreement;
- (10) the provision of municipal reserve for school purposes, including policies that:
  - (i) ensure the creation of municipal reserve sites suitable in size to be used for school purposes;
  - (ii) designate the locations of municipal reserve sites to be used for school purposes; and,
  - (iii) provide for the dedication of land or money-in-lieu of land through the subdivision process that supports equity for all subdivision applicants and municipalities within the region; and,
- (11) the management of lands that are in proximity to existing or proposed railway operations.

The Province adopted The Statements of Provincial Interest Regulations effective March 29, 2012, applicable to community planning and development under Section 7 of *The Act*. Section 8 of *The Act* provides that every DOCP and Zoning Bylaw must be consistent with The Statements of Provincial Interest Regulations.

In general *The Statements of Provincial Interest Regulations* address:

- Agriculture and Value-Added Agribusiness
- Biodiversity and Natural Ecosystems
- First Nations and Métis Engagement
- Heritage and Culture
- Inter-municipal Cooperation
- Mineral Resource Exploration and Development
- Public Safety
- Public Works
- Recreation and Tourism
- Residential Development
- Sand and Gravel
- Shore Lands and Water Bodies
- Source Water Protection
- Transportation
- Community Health and Well Being
- Economic Development

## 1.2 SCOPE AND PURPOSE

The policies in this DOCP address the need for future land use planning in the Planning District as well as other matters related to its physical, social and economic development. The policies are intended to provide the Melfort Planning District Commission and the member municipalities with direction and guidelines for establishing bylaws, programs and decision making on future land use and development proposals in the Planning District.

This Plan is intended to guide the growth and development of the Planning District approximately for the next 15-20 years.

All development within the Melfort Planning District shall conform to the objectives and policies contained in this District Official Community Plan. Crown lands that lie within the Planning District are governed by separate and/or additional provincial legislation to *The Planning and Development Act, 2007*.

## 1.3 CONTEXT

### 1.3.1 INTER-MUNICIPAL COOPERATION

The three participating municipalities have a long history of cooperation and have prepared this DOCP in that spirit. In 2022, member municipalities adopted the formal agreement creating a new Melfort Planning District, which is the foundation for building and growing a prosperous region.

### 1.3.2 MUNICIPAL GROWTH STRATEGIES

The underlying premise of this DOCP is that the region aspires for growth and a high quality of life. Areas of growth are anticipated to include traditional agriculture, value-added agricultural processing, industry and manufacturing, retail and service businesses as well as housing and community services.

The Melfort Planning District as a whole will benefit from growth and development regardless of its location.

### 1.3.3 RATIONALE FOR THE PLANNING DISTRICT AREA

The determination of the Melfort Planning District area has involved consideration of the following factors:

- (1) The projected growth and boundary alteration requirements of the City of Melfort.
- (2) The projected development areas for Transportation and Airport construction and improvements.
- (3) An area surrounding the City's current and future projected boundary extending 1 to 1.5 miles to ensure that future development on the City's periphery does not prejudice existing rural industrial development and future boundary alterations or potential for urban expansion. The City and RMs have mutual and long term interests in how this area is developed.

### 1.3.4 INTER-MUNICIPAL PLANNING AND REGIONAL INITIATIVES

Planning and development in the Melfort Planning District has occurred over the backdrop of inter-municipal influences and interests. The City of Melfort, RM of Star City No. 428, and the RM of Flett's Springs No. 429 have a long-standing relationship and therefore shown a commitment to regional planning. Establishing a renewed planning district and working in collaboration to develop policies and regulations are vital to reaching the Melfort Planning District's potential.

### 1.3.5 INTER-MUNICIPAL COOPERATION AND IMPLEMENTATION MEASURES

The RM of Star City No. 428, RM of Flett's Springs No. 429, the City of Melfort, and the Melfort Planning District Commission wish for this DOCP to be as clear and user-friendly as possible. Development ready policies and efficient development review processes are required to ensure timely project reviews and to avoid lost development opportunities.

Innovative approaches, mechanisms and processes are incorporated in this DOCP to give the inter-municipal planning process every chance of success. New implementation measures are recommended including:

- (1) Provision for joint servicing agreements between municipalities to provide support, where appropriate for development projects.
- (2) Improved communication and referral processes between municipalities concerning development proposals and issues to assist collaboration.
- (3) The DOCP should establish a local level dispute resolution process as a precursor to the dispute resolution process provided by *The Act* to resolve issues locally and at an early stage.

## 2 PROPOSED GOALS

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### 2.1 NATURAL & HERITAGE RESOURCE BASE

- (1) To conserve the aquatic and terrestrial ecological resources in the Planning District.
- (2) To utilize the natural resources of the Planning District in a manner that is economically, socially and environmentally sustainable.
- (3) To provide ongoing opportunities for residents and non-residents of The Planning District to enjoy and appreciate the water and land resource values of the municipalities.
- (4) To protect natural resources and environmentally sensitive areas for the benefit of current and future generations.

### 2.2 PHYSICAL & ECONOMIC DEVELOPMENT

- (1) To strive for sustainable physical development which reflects both market conditions and public needs and is compatible with municipal financial capabilities and the need for resource conservation.
- (2) To encourage the provision of an adequate supply of developable land within The Planning District to meet existing and future market demands for residential, commercial and industrial uses.
- (3) To strengthen the economic base of The Planning District by creating a positive environment for sustainable business development.
- (4) To direct the development and growth of The Planning District in a manner that is sustainable, consistent with the values of the region, orderly and cost-efficient.
- (5) To encourage housing development in a variety of forms, density (both acreages and urban housing) and locations to address the diverse needs of residents specifically including issues of housing availability and affordability.
- (6) To facilitate a safe and up-to-date transportation network within The Planning District.
- (7) To ensure that the current and future infrastructure requirements, for The Planning District, are planned and developed in a manner that facilitates growth in an environmentally and financially sustainable manner.
- (8) To ensure that land use planning is fully integrated with The District's long term strategic, financial, infrastructure, transportation, and asset management planning initiatives.

### 2.3 INTERGOVERNMENTAL INTERESTS & INVOLVEMENT

- (1) To obtain the support and assistance of senior governments in the realization of the goals and objectives of this plan.

- (2) To support and complement the *Statements of Provincial Interest Regulations* in the realization of the goals and objectives of this plan.
- (3) To work with other local and senior governments to strengthen regional partnerships and initiatives in the Planning District.
- (4) To participate in district and regional planning initiatives, where beneficial to the Planning District.

## 2.4 COMMUNITY PARTICIPATION

- (1) To ensure that each respective municipality in The Planning District maintains its commitment to an open, consultative and transparent planning and decision making process.

## 3 OBJECTIVES & POLICIES

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### 3.1 NATURAL RESOURCES & ENVIRONMENT

#### 3.1.1 FINDINGS

- The Melfort District Planning Area is located within the Boreal Transition Ecoregion of the Prairie Ecozone. More specifically the most prominent landscape area within the region is the Melfort Plain. The Melfort plain is a level glaciolacustrine plain located near the centre of the Boreal Transition Ecoregion. The very gently undulating landscape is dissected by the many tributaries of the Carrot River. Elevations average around 450 m, sloping from the southwest at 460 m to the northeast at 410 m. Some local areas exceed 485 m in elevation. Over 90% of this landscape area is cultivated, with cereals (50%), oilseeds (25%) and forages (10%) being the major crops in 1991. According to long-term yield records, this area is the most productive agricultural region in the province.
- A number of wetlands exist within The Planning District. In addition to providing often important wildlife habitat, wetlands are generally unsuitable for most forms of development and land use and may also present a flood hazard to many forms of development. Ensuring that land use and development in wetland areas exhibits a high degree of fit with the opportunities and constraints presented by wetland systems is an important consideration in land use and development decisions.
- Section 63 of *The Saskatchewan Heritage Property Act* empowers the Minister to require a developer to conduct a Heritage Resource Impact Assessment or a Heritage Resources Impact Mitigation for any development project (subdivision) that has the potential to impact significant heritage resources. On the basis of documented heritage resources and criteria set out in *The Saskatchewan Heritage Property Act* heritage sensitive quarter sections have been mapped for the Melfort Planning District for information purposes.
- The Saskatchewan Terrestrial Wildlife Habitat Inventory provides an overview of terrestrial wildlife habitat located in The Melfort Planning District at the time of the inventory. Providing a broad, comprehensive application of terrestrial wildlife habitat, the wildlife concerns of this inventory are primarily with mammals and birds having predominantly terrestrial habitat requirements. Consideration should be given to potentially sensitive wildlife habitats during land use and development decisions located within the Melfort Planning District where development is taking place.
- The Melfort Planning District is located within the Carrot River Watershed within the Saskatchewan River Basin. Residents of the Carrot River Watershed, through their participation on Watershed Advisory Committees and with technical support from the federal and provincial governments and nongovernment partners, have completed the Carrot River Watershed Source Water Protection Plan (2012). The Plan contains objectives, recommendations, and key actions that will help protect source water within the watershed.
- The Melfort Creek and Windsor Waterfowl Park are important environmental resources within the Planning District. In addition to their importance as waterbodies, areas adjacent to the creek are ecologically significant as they filter runoff, contribute to maintenance of water quality, while channels, banks, valley slopes and floodplains sustain botanical diversity, provide habitat and linkage corridors for wildlife, enhance landscape aesthetics and provide recreational and educational opportunities.
- *The Statements of Provincial Interest Regulations* provides the following statements (which are addressed in the objectives and policies that follow):
  - *The province has an interest in the protection of water sources that provide safe drinking water.*
  - *The province has an interest in conserving Saskatchewan's biodiversity, unique landscapes and ecosystems for present and future generations.*
  - *The province has an interest in maintaining and encouraging the exploration for and development of mineral resources.*

- *The province has an interest in environmental stewardship, responsible development and public access to provincial water bodies and shore lands.*
- *The province has an interest ensuring that sand and gravel resources are accessible for development.*

### 3.1.2 OBJECTIVES AND POLICIES

#### **Objective 3.1.2.1: Natural Features**

To protect natural features, resources, communities and ecosystems in the municipality, and to encourage the preservation of natural wildlife habitat areas and other significant areas of natural vegetation.

**Policy (a)** The MPDC will work with agencies of the provincial government to protect any significant heritage resources, critical wildlife habitat, or rare or endangered species located in the municipality. Where significant potential for the occurrence of such features or resources has been identified to a municipal Council, they may delay development until such time as the requirements of the relevant provincial agencies to protect such resources have been obtained. Any costs associated with meeting such requirements will be the responsibility of the applicant.

**Policy (b)** The District's wetland areas will be protected and, where appropriate, integrated with recreational uses and development. Future development will not alter such wetland areas other than by the addition of appropriate structures such as walkways, pedestrian bridges, boardwalks, and interpretive media.

**Policy (c)** Development shall not damage or destroy fish habitat within the District, nor needlessly destroy unique flora or critical wildlife habitat.

**Policy (d)** Development shall avoid land that is environmentally sensitive.

#### **Objective 3.1.2.2: Water Resources**

To protect ground water and other water resources from contamination to ensure a safe supply of drinking water and to maintain the highest possible level of overall water quality in The Planning District.

**Policy (a)** Development shall not deplete or pollute groundwater in The District.

**Policy (b)** The MPDC shall be committed to the protection of ground and surface water, public health, property, and the environment through the use of water management programs that:

- (i) maintain healthy ecosystems; and
- (ii) ensure the provision of safe and reliable drinking water.

**Policy (c)** Developments shall not injuriously affect, and shall be encouraged to protect, sustain, and safely incorporate water bodies, waterways, shore lands, groundwater, wetlands, and riparian areas.

**Policy (d)** Agricultural practices, particularly with regard to manure management and chemical application, shall minimize risks to groundwater and surface water to the greatest extent possible.

- Policy (e)** Chemicals and other products shall be stored, handled, manufactured, managed and used with methods that prevent and avoid contamination with aquifers and well heads.
- Policy (f)** The District shall work in partnership with the Saskatchewan Water Security Agency to maintain and conserve its source water resources.
- Policy (g)** Proponents may be required to investigate subsurface soil and groundwater conditions prior to development work to demonstrate the natural or engineered containment will adequately protect groundwater resources. Such work must be carried out by a qualified professional engineer or geoscientist.

**Objective 3.1.2.3: Sustainable Development**

To support the subdivision and development of land in The District in an environmentally sustainable manner.

- Policy (a)** The MPDC may employ site-specific planning programs, either alone or in cooperation with other agencies, organisations or governments, to protect water bodies, waterways and shore lands. The MPDC may limit, restrict, delay or prohibit development in these areas until site-specific planning has been completed and/or until the district commission is satisfied that specific development projects will sustain these areas. Site-specific plans may result in limiting or prohibiting development in these areas.
- Policy (b)** No development will begin until the MPDC has considered the size and configuration of an adjoining waterway, water body or shore land, the capacity for public access, the potential impacts (social, economic and environmental) of development, general and site-specific environmental and ecosystem characteristics, and economic potential for development in the area. The developer is responsible for all expenses associated with these recommendations. These studies shall be undertaken by qualified professionals at the expense of the developer.

**Objective 3.1.2.4: Aggregate Resources**

To protect known aggregate (gravel) and other mineral sources from incompatible forms of development and accommodate industries which utilize these resources while ensuring that aggregate exploration and extraction uses do not conflict with other land uses and development within the District.

- Policy (a)** Subdivision of land for non-agricultural use shall not be permitted on land known to have source gravel potential so as to not interfere with future extraction.
- Policy (b)** The extraction, processing and storage of raw materials including sand, gravel, clay, earth, topsoil or mineralized rock shall be subject to the following policies:
- (i) The District shall encourage the extraction of significant commercial mineral resources prior to development that would preclude or constrain future extraction of the resource.
  - (ii) Aggregate resource industries shall be listed as discretionary uses in the Zoning Bylaw.
  - (iii) the MPDC shall consider discretionary use applications for aggregate resource industries subject to:



- (a) reclamation and restoration of the land for an approved end use;
  - (b) the manner in which the pit or quarry is to be operated;
  - (c) limiting or avoiding land use conflict due to noise, vibration, smoke, dust, odour or potential environmental contamination; and,
  - (d) minimizing the effect of the operation on infrastructure and services including but not always limited to roadways.
  - (e) ensuring road access is sufficiently located as to limit impact on existing residential dwelling units.
- (iv) Aggregate resource industries shall meet all municipal bylaws and provincial regulations respecting access to and from provincial highways and municipal roads and shall ensure that road access to the operation is located, as far as possible, from existing residential dwelling units.
  - (v) Multi parcel country residential developments or intensive recreational developments shall not be located within 600 m (2,000 ft) of an aggregate resource deposit.
  - (vi) Single parcel country residences or residential sites shall not be located within 305 m (1,000 ft) of an aggregate resource deposit.
  - (vii) Aggregate resource extraction, processing, and storage industries shall establish a buffer area between the operation and surrounding land uses.
  - (viii) Aggregate resource extraction, processing and storage industries shall ensure that operations within the municipality are screened, bermed or landscaped.

**Policy (c)** The MPDC shall consider the effect on movement of aggregate resources within the region when considering transportation/infrastructure alterations.

#### **Objective 3.1.2.5: Resource Development**

To support resource exploration, extraction and development in the District.

**Policy (a)** Resource development and related facilities shall be encouraged in the District and shall be permitted uses in agricultural and industrial zoning districts.

#### **Objective 3.1.2.6: School Sites**

To ensure an adequate supply of land is available for school sites.

**Policy (a)** The Melfort Planning District will ensure potential expansion or new development of school facilities can occur on dedicated lands in consultation with the Ministry of Education and the Northeast School Division with respect to the provision of new schools and opportunities for joint use facilities.

**Policy (b)** Where concept plans are being prepared, the District shall consult with the Government of Saskatchewan and the Northeast School Division to determine the need and, where applicable, location for a new schools.

**Policy (c)** Where a new school is deemed to be required, the District:

- (i) may require that land (e.g. municipal reserve dedication) or money (e.g. cash in lieu of municipal reserve dedication; levies) be provided through the affected subdivision process for the purpose of accommodating the school site;
- (ii) may seek a financial contribution strategy, where the proposed school benefits an adjacent municipality, which may include proportionally equitable monetary contributions from any benefitting municipality.

**Policy (d)** New school sites shall:

- (i) be located away from potentially hazardous activities (e.g. arterial roadways, industrial development, hydrocarbon pipelines, etc.);
- (ii) be located adjacent, or in close proximity, to future transit routes and pedestrian networks that provide safe connectivity to adjacent neighbourhoods;
- (iii) accommodate a school and a contiguously located recreational open space;
- (iv) be in substantial compliance with any applicable guidelines or standards pertaining to school site design adopted or endorsed by the City or a Rural Municipality; and,
- (v) where identified in close proximity to stormwater retention ponds, implement all features deemed necessary to ensure safety.

## 3.2 BIOPHYSICAL CONSIDERATIONS & HAZARDS

### 3.2.1 FINDINGS

- In 1988 under the Canada-Saskatchewan Flood Damage Reduction Program (FDRP), a flood hazard area was designated for the City of Melfort. The aim of the FDRP is to discourage future flood vulnerable development, curtailing escalating disaster assistance payments in known flood risk areas, as well as the reliance on costly structural measures. The FDRP is carried out jointly with the province under cost sharing agreements. Once a flood risk area is mapped and designate, both governments agree not to build or support (e.g., with a financial incentive) any future flood vulnerable development in those areas.
- The District of Melfort is located within the Carrot River Watershed within the Saskatchewan River Basin.
- The City of Melfort's source water is a surface water source from Codette Lake, the combined stream of the Saskatchewan Rivers, created as a result of the Francois Finlay Dam at Nipawin. The State of the Watershed Report (2010), used to provide an overall indication of the health of a specific watershed in Saskatchewan, indicated the Carrot River Watershed as "stressed". While the functions and services it provides have not declined or deteriorated, the watershed has lost its resistance to change. The Carrot River Source Water Protection Plan includes recommendations and key actions intended to improve water quality and water management in the Carrot River Watershed.
- Facilitating brownfield development by ensuring identified contaminated sites are remediated to a level suitable for the intended use or for site suitability prior to redevelopment, will add vitality to established areas within the District.
- The City of Melfort is constrained, in terms of development, due to the Melfort Creek, a tributary of the Carrot River, within and adjacent to the City as indicated on Map \_\_\_\_ Development Constraints.
- The City is further constrained by the city's licensed lagoon, located northeast of the City, due to the requirement of a 457 m setback for residential subdivision, as per The Subdivision Regulations.
- One high pressure pipeline (Trans Gas line) is located running east / west, north of the City of Melfort. A second high pressure pipeline enters the City of Melfort (north / south), directly west of Main Street and north of Ranson Avenue, as identified on Map \_\_\_\_ - Development Constraints.
- The City plans to, in the long term, formalize an updated dangerous goods route, which has been proposed to be moved from McDonald Avenue, between Broadway and Shadd to rerouting trucks to Highway 41 and Highway 41A. Changes to the dangerous goods route would reroute traffic to bypass existing and future residential development.
- Railway transportation, including various crossings, within the City runs east/west. In 2013, the Federation of Canadian Municipalities and the Railway Association of Canada released the Guidelines for New Development in Proximity to Railway Operations which includes guidelines and best practices that can be applied when converting industrial / commercial property into residential use when in proximity to railway operations.
- The City provides emergency management through its Emergency Measures Organization which provides prompt and coordinated response to emergencies affecting the City. The City maintains its emergency plan through an Emergency Measures Coordinator and plans to implement the incident command system in the short term.
- Developing healthy, sustainable communities requires land use planning approaches and infrastructure designs that avoid or minimize environmental degradation, and that maximize the benefits of maintaining essential ecological services.
- The Statements of Provincial Interest Regulations provides the following statement concerning public safety and source water protection, which are addressed in the objectives and policies that follow:
  - *The province has an interest in ensuring the safety and security of individuals, communities and property from natural and human-induced threats.*

- *The province has an interest in the protection of water sources that provide safe drinking water.*

### 3.2.2 OBJECTIVES AND POLICIES

#### **Objective 3.2.2.1: Development on Potentially Hazardous Land**

To discourage development on potentially hazardous land and ensure that appropriate development standards are met when development is feasible.

**Policy (a)** Ensure the most recent information on potential flood hazard areas within the District as it relates to new subdivision applications and applications for development permits is used.

**Policy (b)** Development shall avoid land that is potentially hazardous due to flooding, erosion, slumping, slope instability or contamination.

**Policy (c)** Where subdivision or development is proposed for what Council considers may be hazard land, or on land within +/- 0.5 metres of the 1:500 year flood elevation as established, the applicant may be required to submit a report, prepared by professionals certified to assess relevant factors, to assess the geotechnical suitability of the site, susceptibility to flooding, slope instability or other environmental hazards, together with any required mitigation measures. Council may refuse to authorize development on hazard land or may permit development only in accordance with specified mitigation measures. These measures may be attached as a condition for a development permit approval. The costs associated with undertaking specified mitigation measures, and with providing the required documentation related to any specified mitigation measures will be borne by the applicant or proponent of the proposed development.

**Policy (d)** Where there is subdivision of land, any areas that are determined to be hazard land, where mitigation of the identified hazard has been determined by the approving authority as not feasible or as undesirable, shall be designated as environmental reserve in accordance with *The Planning and Development Act, 2007*.

**Policy (e)** As per *The Statements of Provincial Interest Regulations*, insofar as is practical, the development of new buildings and additions to buildings in the flood way in the 1:500 year flood elevation of any watercourse or water body shall be prohibited.

**Policy (f)** As per *The Statements of Provincial Interest Regulations*, insofar as is practical, development of new buildings and additions to buildings to an elevation of 0.5 metres above the 1:500 year flood elevation of any watercourse or water body in the flood fringe shall be flood-proofed.

**Policy (g)** Establish development standards for development on or near hazard lands in the Zoning Bylaw.

**Policy (h)** the MPDC may require new development to provide adequate surface water drainage to maximize on site infiltration and minimize increased overland flow of water from the development to adjoining land and drainage infrastructure. The use of drainage techniques and material such as permeable pavement to facilitate on-site stormwater infiltration and storage that reduces the amount of runoff will be encouraged. Site design techniques that minimize paved areas and soil compaction and preserve natural open spaces including existing trees and natural drainage channels will also be encouraged. Additionally, the MPDC may require that new development provide an adequate degree of suitable

landscaping to enhance the visual amenity of the site in keeping with the existing and preferred neighbourhood character.

- Policy (i)** Environmentally sensitive areas, including lands determined to be hazard lands, should be used for public open space and dedicated as Environmental Reserve in accordance with *The Planning and Development Act, 2007*.
- Policy (j)** The District shall utilize Map\_\_\_\_: Development Constraints – District Regional Area, Map\_\_\_\_: Future Land Use Map – District Rural Core Area Map\_\_\_\_: Future Land Use Map – District Urban Core Area, and the Zoning District Maps to aid in the identification of flood prone lands.

#### **Objective 3.2.2.2: Development Constraints**

To manage development on potentially development constrained land and ensure that appropriate development standards are met when development is feasible.

- Policy (a)** All proposed developments adjacent to high pressure pipelines should demonstrate how the development responds to the *Recommended Set Back and Utility Corridor Requirements, 2015* prepared by SaskEnergy and TransGas and all other relevant acts and regulations.
- Policy (b)** Ensure future development is consistent with the 457 m lagoon setback, as per *The Subdivision Regulations* or a different setback as required by the Approving Authorities.

#### **Objective 3.2.2.3: Water Resources**

To protect ground and surface water resources from contamination to ensure a safe supply of drinking water.

- Policy (a)** Ensure that development does not deplete or reduce the quality of water resources in the District.
- Policy (b)** Ensure that development protects and sustains important waterbodies, waterways, wetlands, groundwater and riparian systems in the District by employing site-specific planning programs, either alone or in cooperation with other agencies, organizations or governments. This may include limiting, restricting, delaying or prohibiting development in proposed development areas until site-specific planning has been completed or until the Planning Commission is satisfied that specific development projects can be sustained in these areas.
- Policy (c)** Continue to work with the Water Security Agency and regional partners in implementing *The Carrot River Source Water Protection Plan, 2012*.

#### **Objective 3.2.2.4: Hazardous Material**

To ensure the safe handling, storage and transportation of hazardous material.

- Policy (a)** To continue to ensure appropriate storage and handling of hazardous materials.
- Policy (b)** To continue to ensure appropriate transportation routes are used for the movement of dangerous goods.

### 3.3 AGRICULTURAL LAND USE AND DEVELOPMENT

#### 3.3.1 FINDINGS

- The Planning District contains highly productive agricultural land. Market forces will continue to be the principal determinant for its retention and continued use as farm land. The RM's can use their influence in the development review and approval process to shift the location of proposed development to poorer class land and thereby slow the conversion of good farm land to non-agricultural uses.
- Protecting prime farmland from being unnecessarily taken out of production for non-agricultural use is an important consideration for both the RM of Star City No. 428, and RM of Flett's Springs No. 429, where livelihood and the economy is presently dominated by agriculture. The Melfort Planning District supports diversifying its economy while ensuring agriculture remains one of the principal components. This Plan places high importance on protecting this valuable resource and provides a guide to help define the general range of uses within agricultural areas (prime and lower capability areas).
- Policies that address the location and development of Intensive Livestock Operations are necessary. Such policies should reflect the roles and responsibilities of both the province and the Planning District in managing ILO development.
- To accommodate farmland subdivision to reflect the realities of farm debt settlement, farm consolidation, estate settlement, natural and man-made barriers and natural vegetation patterns, consideration should be given toward the development of appropriate and flexible policies.
- The Statements of Provincial Interest Regulations provides the following statement concerning agriculture and value-added agribusiness (which is addressed in the objectives and policies that follow):
  - *The province has an interest in supporting and promoting a sustainable and dynamic agricultural sector that optimizes the use of agricultural land for growth opportunities and diversification in primary agricultural production and value-added agribusiness.*

#### 3.3.2 OBJECTIVES AND POLICIES

##### **Objective 3.3.2.1: Protection of Farmland**

To recognize the value of high-quality agricultural land for continuing productive agricultural use in order to protect agricultural land use from negative impacts of non-agricultural use and development.

- Policy (a)** The primary agricultural uses include grain farming, mixed grain/livestock operations, farm operations and farm residences, intensive agricultural uses, agricultural related commercial and industrial developments, community pastureland, agri-tourism and agri-business, resource extraction, recreational uses and other tourism related businesses, and farm or home-based businesses. The Zoning Bylaw will contain an Agriculture zoning district to provide for these uses and compatible development.
- Policy (b)** Existing farm operations shall be protected from non-agricultural land uses that may undermine the viability and success of these operations. Where a proposed use or activity appears to infringe or have a negative impact on farming, the Planning District may disallow such a use or activity.
- Policy (c)** High quality agricultural land shall be protected unless other locational advantages are significant enough to outweigh the classification of the land under the Canada Land Inventory (CLI). Note that CLI data is in some cases 100 years old and isn't always accurate. Local knowledge is more important in these considerations.

**Objective 3.3.2.2: Agriculture**

To accommodate traditional forms of agricultural activity, land use, subdivision and development.

**Policy (a)** Accommodate primary agricultural uses including grain farming, mixed grain/livestock operations, farm operations and farm residences, intensive agricultural uses, agricultural related commercial and industrial developments, and farm or home-based businesses. The Zoning Bylaw will contain an Agriculture District to provide for these uses and compatible development. The quarter section (64.75 hectares or 160 acres) is recognized as the primary land unit for general agriculture; however, reduced areas and specific development standards will be considered in order to accommodate the development of smaller or more intensive forms of agriculture. Smaller parcels of land used for agriculture may be appropriate when full quarter sections are not feasible, and is encouraged when it is deemed to be so, due either to the nature of the development or to the nature of the environment or setting.

**Policy (b) *Agricultural Subdivision Policy***

In general, the fragmentation of agricultural holdings is not encouraged. However, subdivision of land into parcels smaller than a quarter section for legitimate agricultural purposes will be permitted under any of the following scenarios:

- (i) The severity of a financial crisis for a particular agricultural operation is demonstrated, in the planning commissions opinion, to warrant the subdivision of a smaller site to assist debt restructuring or settlement.
- (ii) It is fragmented from the balance of the quarter section by either natural (river, creek, coulee, etc.) or manmade (roadway, railway, etc.) barriers.
- (iii) It is intended to be consolidated under one title with adjacent land, in accordance with *The Land Titles Act, 2000*, to create a more viable agricultural unit.
- (iv) The agricultural parcel created results from the subdivision of land for purposes consistent with the objectives and policies in this plan.
- (v) It is intended to accommodate estate planning or settlement.
- (vi) It will accommodate the purchase or lease of Crown land.
- (vii) It is intended to avoid unnecessary changes to, or to work with, the natural vegetation pattern or topography of the area.
- (viii) It will accommodate a new railway or road right-of-way or a widening of an existing railway or road right-of-way.

**Policy (c) *Farm Dwellings***

One farm dwelling will be permitted as an accessory use to a farm operation. Additional dwelling units may be allowed subject to discretionary use approval, by a resolution of the planning commission, if accessory to a legitimate agricultural operation and if it is intended to accommodate family members and / or farm workers. The granting of a dwelling

development permit by the MPDC for such additional farm dwelling(s) shall not be construed, in any way, as consent or approval for future subdivision.

**Policy (d) *Communal Dwellings***

Communal dwellings may be allowed, subject to discretionary use approval, by resolution of the MPDC, as an accessory use to a farm operation. The granting of a communal dwelling(s) permit by the commission shall not be construed, in any way, as consent or approval for future subdivision.

**Policy (e) *Farm-Based Businesses***

- (i) It is recognized that farm-based businesses and on-farm employment opportunities, including but not limited to: bed and breakfast establishments and vacation farms, can provide a valuable contribution to the diversified economic base of the municipality. Farm based businesses shall be listed as discretionary uses in the Zoning Bylaw. Approvals will be based on the evaluation of individual operations relative to specific Zoning Bylaw criteria to ensure that the agricultural character or land value is not diminished.
- (ii) Farm based businesses that include the provision of commercial accommodation, including but not limited to bed and breakfast establishments and vacation farms, shall maintain minimum separation distances from existing industrial and hazardous industrial uses as provided for in the Zoning Bylaw.

**Objective 3.3.2.3: Agricultural and Economic Diversification**

To encourage agricultural and natural resource development that will improve the economic health of the municipality; to provide opportunity for further development and land uses that will result in increased economic diversification, agricultural innovation and agriculture-related value-added activity in the municipality; and to provide for farm-based business opportunities.

**Policy (a) *Agricultural Related Commercial and Industrial Uses***

- (i) The Zoning Bylaw will list principal agricultural related commercial and industrial uses as discretionary uses.
- (ii) Approval for such commercial or industrial developments may be granted if their function is related to agriculture and only after a review by the MPDC, to ensure that:
  - (a) incompatibility with other land uses will be avoided, including consideration of proximity to urban centres, and multi-parcel country residential subdivisions;
  - (b) policies for environmental quality control will not be jeopardized, including water and waste disposal servicing;
  - (c) the design and development of the use will conform to high standards of safety, visual quality and convenience;
  - (d) the development will be situated along an all-weather municipal road;
  - (e) all relevant approvals are obtained from government agencies for uses such as anhydrous ammonia fertilizer facilities.



#### **Objective 3.3.2.4: Intensive Agricultural Development**

To accommodate intensive agricultural uses in the municipality provided they observe development standards and do not override environmental concerns or create conflict between agricultural land use and existing non-agricultural land use and development.

##### **Policy (a) *Intensive Livestock Operations (ILOs)***

- (i) It is the District Commission's view that development of ILOs is appropriate, provided that unacceptable land use conflicts are not created as a result of such development. In general, the MPDC will support the development of intensive agricultural and livestock operations (ILOs) unless specific locational conflicts would be created.
- (ii) Intensive livestock operations involving 100 animal units or more will be permitted subject to the discretion of the planning commission in accordance with specific policies contained herein. An expansion of an operation to provide for a greater number of animal units than the maximum number specified in the initial discretionary use approval, or any change in an operation which alters the species of animal reared, confined or fed in the operation, shall require a new discretionary approval.
- (iii) The Zoning Bylaw may provide for the temporary confinement of cattle on a farm operation during winter months as part of a permitted use general mixed farm operation.
- (iv) Using the discretionary use procedure outlined in the Zoning Bylaw, the MPDC shall require public notice advertisement of a proposal that will result in development of an intensive livestock operation, or in the expansion or alteration of an intensive livestock operation requiring a new discretionary use approval, and shall hold a public hearing on the proposal.
- (v) the MPDC shall require an applicant to demonstrate that the water supply is sufficient for the development and the supply for neighbouring developments will not be adversely affected by the proposed operation.
- (vi) the MPDC may require an applicant to utilize manure management practices or other technology than conventional stockpiling and spreading.
- (vii) As a condition of approval, the MPDC may impose standards to reduce the potential for conflict with neighbouring uses which specify:
  - (a) the location of holding areas, buildings or manure storage facilities on the site;
  - (b) manure management practices of the operation;
  - (c) use of synthetic or other covers for liquid manure storage lagoons or earthen manure storage facilities;
  - (d) use of ventilation measures in buildings to control odours;
  - (e) requirements for monitoring wells for water quality and quantity purposes;

- (f) annual confirmation of the availability of sufficient suitable lands for the disposal of manure.

**Policy (b) *Locational Policies for Intensive Livestock Operations***

- (i) In order to minimize conflicts between intensive livestock operations and other development, minimum separation distances between land uses are set out in the Section 4 of this DOCP
- (ii) The MPDC may require a greater separation from any liquid manure storage lagoon or earthen manure storage facility involved in the operation, to residential and other developments. A separation distance to the lagoon or storage facility from a residence of 1.5 times the distance required as per the Zoning Bylaw will be considered adequate.

**Policy (c) *Wild Boar Operations***

- (i) The keeping of wild boar at any location within the District is strictly prohibited.

**Policy (d) *Other Intensive Agricultural Uses***

- (i) Intensive agricultural uses, such as nurseries, market gardens and other forms of agribusiness including agricultural product processing, energy production, and agri-tourism aimed at diversification of the farm economy, will be encouraged and permitted subject to the discretion of the MPDC. The MPDC may require the proponents of such developments to demonstrate that the water supply is sufficient for the development and the supply for neighbouring developments will not be adversely affected by the proposed operation, as a basis for approval.
- (ii) The Zoning Bylaw will contain minimum site size standards for intensive agricultural uses. Smaller sites will be permitted for intensive agricultural uses, excluding intensive livestock operations, to facilitate their development.
- (iii) New intensive agriculture development in the form of market gardens shall maintain minimum separation distances from existing industrial and hazardous industrial uses as provided for in the Zoning Bylaw.

## 3.4 RESIDENTIAL LAND USE AND DEVELOPMENT

### 3.4.1 FINDINGS

- During the 2021 Census, Statistics Canada counted 256 total private dwellings within the RM of Flett's Springs with 240 dwellings being occupied by usual residents. The RM of Star City saw 314 total private dwellings with 302 occupied by usual residents. Farm-based residential makes up the majority of residential development within the RMs.
- Melfort had a 2016 population, according to Statistics Canada, of 5,992. This represents an average annual increase of 1.4% from 2011 to 2016. The Saskatchewan Ministry of Health reports a 2015 covered population of 6,590. Over the last ten years (2006 – 2016) population growth has been steady, increasing at the same rate of 1.4%. With a strong economic outlook, the City of Melfort could continue to experience positive annual growth, based on job growth and subsequent migration to the community.
- With acreage style homes becoming more commonplace in rural areas, policies related to country residential development (e.g., unique servicing needs) needs to be considered.
- Intensive country residential development typically demands a higher level of municipal services. Addressing phasing and servicing requirements and identifying appropriate development standards is needed in order to ensure that future multiple lot development proceeds in an orderly fashion.
- Consideration should be made for the development of land use policy that minimizes the costs of country residential development - including potential and future development - to the Melfort Planning District, and to ensure that it is undertaken in an orderly, well-planned manner.
- Vacant land potentially appropriate for residential development, exists adjacent to the golf course, west of the Railway Industrial area, along the creek, and in north Melfort adjacent to the Horizon Industrial Park.
- A total of approximately 257 ha (635 acres) of potential land that could be used for residential purposes has been identified.
- As Melfort's population continues to grow, and the City continues to be the regional service centre for the area, there will be continued demand for serviced lots and for market housing of all types, including affordable housing that supports a wide demographic of the population, including seniors.
- Strong housing demand presents the opportunity for multi-type housing developments that address different housing sub-markets: single family homes, townhouse condos for downsizing seniors and young couples, rental apartments and affordable units for lower-income and special needs residents.
- The demand for affordable housing for individuals of all demographics will continue to increase given the projected growth in the area. Emerging housing challenges identified for the City of Melfort include shortages in the existing supply of housing, particularly for young families, singles, and some categories of people requiring assistances to meet their housing needs.
- The City of Melfort's vision for housing is that the City will be a leader in ensuring housing is available to meet the needs of all citizens, enhancing their well-being, and building attractive neighbourhoods while contributing to the growth of the community and province.
- The Statements of Provincial Interest Regulations provides the following statement concerning residential development, which is addressed in the objectives and policies that follow:
  - *The province has an interest in citizens having access to a range of housing options to meet their needs and promote independence, security, health and dignity for individuals, enhancing the economic and social wellbeing of communities.*
  - *The province has an interest in supporting the development of communities that enhance the physical and mental health and well-being of Saskatchewan people.*

### 3.4.2 OBJECTIVES AND POLICIES

#### **Objective 3.4.2.1: General Residential Policies**

To accommodate a range of residential development in the municipality.

- Policy (a)** The Zoning Bylaw will provide for some residential uses, forms and densities, as permitted or discretionary uses, in other zoning districts, as appropriate.
- Policy (b)** Residential building construction will be regulated by the municipality's building bylaw and *The National Building Code of Canada, 2015*.
- Policy (c)** Residential development shall avoid land that is prohibitively expensive for the municipality to service.

#### **Objective 3.4.2.2: Building and Lot Construction Standards**

To ensure that buildings and lots are constructed and maintained to acceptable standards.

- Policy (a)** The Zoning Bylaw will regulate the distances to buildings or structures from the property line, the minimum space required between buildings, the maximum height of buildings and structures and the maximum coverage of a site by buildings or structures.
- Policy (b)** Development on residential sites, including accessory buildings and structures, which include but are not limited to decks, patios and fences, shall be entirely contained within the boundaries of the site on which it is proposed to be situated.

#### **Objective 3.4.2.3: Single Parcel Country Residential Development**

To accommodate single parcel country residential development on quarter sections.

**Policy (a)** *Single Parcel Country Residential*

To retain the agricultural character of the municipality, a maximum of one (1) single-parcel country residential subdivision per quarter-section (64.75 hectares) will be allowed to be subdivided on a discretionary basis in the A – Agriculture District. Additional residential subdivision(s) may be permitted to be subdivided from a quarter-section for:

- (i) any site fragmented from the balance of a quarter section by either natural (river, creek, coulee, etc.) or man-made (developed road, railway, etc.) barriers.

**Policy (b)** *Locational Criteria*

- (i) In order to minimize land use conflict between industrial development and other existing land uses, Council shall observe the separation distances as set out in the Section 4 of this OCP.
- (ii) New single-parcel country residential subdivisions, that do not contain an existing dwelling, shall only be considered in the Mixed-Use Policy Area.

**Policy (c)** *Services*

- (i) Single parcel country residential subdivision and development will be permitted only where direct all-weather public road access has been provided to the satisfaction of the MPDC or the development of a direct all-weather public road is undertaken to the satisfaction of the MPDC.
- (ii) Single parcel residential subdivision and development must accommodate a private, on-site supply of water and a sewage system (both of which must meet provincial standards) and have frontage on a developed municipal road.

**Policy (d)     *Development Standards***

- (i) The Zoning Bylaw will prescribe maximum and minimum site sizes and other appropriate development standards for single parcel country residential development, with the aim of limiting the amount of productive agricultural land taken out of production and ensuring that such development does not result in increased road hazards related to obstruction of sight lines, etc.
- (ii) The MPDC may permit a larger or smaller site size than what is outlined in the Zoning Bylaw to:
  - (a) minimize prime agricultural land to be taken out of production;
  - (b) accommodate existing developed farm yard sites;
  - (c) accommodate sites fragmented from the balance of the quarter section by either natural (river, creek, coulee, etc.) or man-made (developed road, railway, etc.) barrier; or
  - (d) accommodate larger sites that include poor agricultural land.

**Policy (e)     *General***

To facilitate the resolution of encroachment issues, The MPDC will, in general, support applications for the subdivision of two or more residential sites that will result in a realignment of residential property lines intended to correct an encroachment.

**Objective 3.4.2.4: Multiple Parcel Country Residential Development**

To accommodate a range of multi-parcel residential development options in identified areas, in order to provide a growth stimulus to the community and choice of lifestyles for residents, while ensuring that residential land uses do not jeopardize essential agricultural or other natural resource activities, the environment or other surrounding land uses.

**Policy (a)     *Development Options***

The Zoning Bylaw may contain a series of country residential zoning districts to accommodate multiple-lot country residential subdivisions at various densities.

**Policy (b)     *Scale and Density***

Subdivision for non-farm multiple-lot country residential development at a density greater than one (1) residential sites per quarter-section will be considered on the basis of project merits relative to the policies in this section. Such subdivision shall be implemented in association with a rezoning to a country residential zoning district.

**Policy (c)      *Locational Guidelines***

In order to provide for effective and efficient municipal and other services, and to protect prime agricultural land and important wildlife habitat in the municipality, multiple-lot country residential subdivisions should be located:

- (i) Near a school of sufficient capacity to handle the increase in enrolment or on or near an existing school bus route.
- (ii) Near power, natural gas and telephone lines of sufficient capacity to handle such development.
- (iii) So that adequate police and fire protection can be conveniently provided.
- (iv) To protect or enhance existing treed areas, critical wildlife habitat and environmentally sensitive areas.
- (v) Only where direct all-weather public road access has been provided to the satisfaction of the MPDC.

**Policy (d)      *Locational Requirements***

- (i) In order to minimize conflict between multiple lot country residential subdivisions and other development, Council shall observe the separation distances set out in Section 4 of this DOCP.
- (ii) Multiple-lot country residential subdivisions shall be located in the Mixed-Use Policy Area.
- (ii) Multiple-lot country residential subdivisions shall not be located:
  - (a) Where direct all-weather public road access has not been developed, except where arrangements have been made, to the satisfaction of the MPDC, for the development of such access.
  - (b) On land subject to flooding, or land where there is a high-water table or potential for soil slumping or subsidence unless it can be demonstrated, in accordance with Section 3.2.2.1 that the land is safe for development or that recommended mitigation measures will assure the necessary level of safety.
  - (c) In a linear fashion stretched along municipal roads (e.g. multiple approaches, close together on major roads can create safety hazards).
  - (d) On high quality agricultural land unless other locational advantages are significant enough to outweigh the classification of the land under the Canada Land Inventory (CLI). Note that CLI data is in some cases 100 years old and isn't always accurate. Local knowledge is more important in these considerations.

- (e) In locations where existing and future land uses would become compromised.
- (f) Within the required separation distances, provided for in the Melfort Planning District Zoning Bylaw, for multiple parcel country residential sites.

**Objective 3.4.2.5: Multiple Parcel Country Residential Development and Design**

*To accommodate orderly and planned multiple parcel country residential development while minimizing the associated municipal servicing costs of residential development on the municipality.*

**Policy (b) *Scale and Density***

Each multiple lot residential subdivision development shall be limited to a maximum area of 64.8 hectares (160 acres), or one quarter section.

**Policy (c) *Comprehensive Development Application***

- (i) In the interests of ensuring a comprehensive and planned approach to development, the Municipality may require a developer to prepare a Comprehensive Development Application (CDA) for proposed multiple parcel country residential developments. A Comprehensive Development Review may include the following information:
  - (a) A completed copy of the RM of Star City No. 428 and RM of Flett's Springs No. 429 Multiple Parcel Residential and Commercial/Industrial Subdivision Evaluation Workbook.
  - (b) Concept plans showing an integrated layout for all lands intended for development, including internal roadways, access to external public roads, municipal and environmental reserve parcels, utility parcels, and phasing of the development.
  - (c) Reports, prepared by professionals certified to assess relevant factors, to assess the geotechnical suitability of the site, susceptibility to flooding or other hazards together with any required mitigation measures.
  - (d) Engineering reports to address water supply, surface water drainage, sewage treatment and disposal, and fire suppression.
  - (e) Any other information the MPDC deems necessary in order to appropriately evaluate an application.

**Policy (d) *Comprehensive Development Application Evaluation***

- (i) In evaluating a Comprehensive Development Application (CDA), The MPDC may ensure compliance with any municipal requirement or standard through the provision of a servicing agreement or condition of the approval of a development permit as appropriate.

- (ii) Once a CDA has been approved by The MPDC, no subsequent subdivision or development that is inconsistent with the approved CDA will be permitted without the approval of a revised CDA as appropriate.

**Policy (e)      *Services***

Based on the recommendations of engineering reports as per the Comprehensive Development Application:

- (i)      *Water:*
  - (a)      each site in the proposed development area shall have its own independent water system; or
  - (b)      each site in the proposed development area will be connected to a Regional Water Distribution system; or
  - (c)      each site in the proposed development area will be serviced with an independent communal water supply system approved pursuant to either *The Public Health Act, 1994* and associated regulations, as administered by the Regional Health Authority or *The Environmental Management and Protection Act, 2010* and The Waterworks and Sewage Works Regulations.
- (ii)      *Sewer:*
  - (a)      each site in the proposed development area shall have its own independent sewage disposal system approved by the Regional Health Authority; or
  - (b)      each site in the proposed development area will be serviced with an independent communal sewage collection, treatment and disposal system approved pursuant to either *The Public Health Act, 1994* and associated regulations, as administered by the Regional Health Authority or *The Environmental Management and Protection Act, 2010* and The Waterworks and Sewage Works Regulations.
- (iii)      *Solid Waste:*
  - (a)      The MPDC will approve new development subject to the availability of facilities for the disposal of solid waste by future residents in a licensed solid waste management facility.

**Policy (f)      *Development Standards***

The Zoning Bylaw will prescribe maximum and minimum lot sizes and other appropriate development standards for multiple lot country residential development, with the aim of preserving productive agricultural land and ensuring that such development does not result in increased road hazards related to obstruction of sight lines, etc.

**Policy (g)      *Drainage***



The Zoning Bylaw will require the submission of a site grading plan for development of sites in country residential districts to ensure that there is adequate drainage from a site and that neighbouring properties and municipal infrastructure will not be adversely affected by potential runoff from the development.

**Policy (h) *Alternative to Conventional Subdivision***

Subject to all other policies in this document, The MPDC will consider bare-land condominium development as an alternative to conventional subdivision, to achieve the goals and residential objectives set out in this document.

**Policy (i) *Innovative Design***

Innovative country residential subdivision and development that addresses current broad societal issues respecting energy conservation and production, climate change, food security/self-sufficiency and health and safety for communities will be encouraged.

**Objective 3.4.2.6: Home Based Businesses**

To facilitate economic development and foster entrepreneurship through support of the home-based businesses in the Melfort Planning District.

**Policy (a)** Home based businesses that are clearly secondary to the principal residential use of the dwelling unit and are compatible with the residential environment shall be accommodated.

**Policy (b)** The amenity of the overall residential environment shall be preserved by ensuring home based businesses are compatible with nearby residential properties and that they do not generate traffic, parking, noise, electrical interference, vibration, odour or other elements that are not normally found in the residential environment.

**Policy (c)** Land use conflicts shall be minimized by specifying the types of activities to be fully permitted as home-based businesses in the Zoning Bylaw and ensuring that these uses are compatible with a residential environment.

**Policy (d)** The Zoning Bylaw shall contain development standards pertaining to home-based businesses, including standards for parking, use of accessory buildings, storage, product sales, resident and non-resident employees, number of business-related vehicle trips per day, and other relevant matters.

**Objective 3.4.2.7: Other Associated Development**

To accommodate recreational uses, community facilities and other forms of development normally associated with multiple parcel country that are consistent with and complementary to the overall residential character of the development.

**Policy (a)** Approvals for home-based businesses will be based on the evaluation of individual operations relative to specific Zoning Bylaw criteria to ensure that the residential character or land value is not diminished.

**Policy (b)** The Zoning Bylaw will provide for other forms of development, facilities and recreational uses in residential districts that are consistent with and complementary to the overall residential and recreational uses of the district.

**Objective 3.4.2.8: Concept Planning**

To provide a level of security for existing and future residents within new neighbourhoods and areas located in close proximity to new residential and mixed-use development.

**Policy (a)** Ensure that new residential areas connect to and complement existing and future development by requiring that concept plans be submitted to the MPDC for approval prior to consideration of rezoning applications associated with formal subdivision applications. Once the initial concept plan has been accepted by the MPDC, and subdivision and development commences, no subsequent subdivision that is inconsistent with the approved concept plan and all policies in this document will be permitted without acceptance of a revised concept plan by the planning commission. The District may require a developer to prepare a Comprehensive Development Application prior to consideration of a concept plan.

## 3.5 COMMERCIAL / INDUSTRIAL LAND USE AND DEVELOPMENT

### 3.5.1 FINDINGS

- To avoid conflict with other land uses and development, consideration should be given to the development of policies to set locational guidelines and other conditions under which industrial and commercial development may be permitted.
- Consideration should be given to the most optimal location for commercial and industrial development, in order to take advantage of existing infrastructure within the Planning District.
- Provision should be made for home-based businesses or businesses ancillary to agricultural or resource procurement operations.
- Home based businesses are important economic considerations as they provide opportunities for the District to build on its economic base and offer employment choices to residents. Continuing to provide opportunities for the establishment and regulation of home based businesses in appropriate locations are important considerations.
- The region's local business organizations and other individuals, work to promote and improve local area business and the economic, civic and social well-being of the District.
- The region's businesses provide products and services to the agricultural sector, including individual farmers and farm service businesses, over a larger area. The District's important role as an agricultural service centre for a large region continues to be a major part of the region's economic profile. This role continually evolves as the region also plays a role as a service centre for the nearby diamond resource sector.
- Industrial development is located in primarily three locations within Melfort. The Horizon Industrial Park houses the City's heavy industrial uses and light uses, while other industrial use are located along the rail line along East Avenue, Central Street and Division Street (Windsor Park) and in the southern part of Melfort, east and west of Saskatchewan Drive South to the southern City limits (South Gate).
- In the winter of 2018, there were no serviced, industrial lots available. However, unserviced lots were available in the Horizon Industrial Park. Consideration should be given to the identification of appropriate areas for both short-term and long-term future industrial development.
- Limitations on the type of industrial located along the railway line exist due to the presence of adjacent residential (Windsor Park).
- Melfort's strategic direction, to create a climate for growth and investment to enhance the community's economic vitality includes determining future areas to develop, ensuring industrial land is available to meet market demand.

### 3.5.2 OBJECTIVES AND POLICIES

#### **Objective 3.5.2.1: Commercial and Industrial Development**

To encourage and provide for responsible commercial and industrial development in the municipality while maintaining and enhancing the existing nodes of commercial and industrial development in the municipality.

**Policy (a)** Ensure that commercial and industrial buildings and lots are constructed and maintained to acceptable standards through the use of the District Building Bylaw and *The National Building Code of Canada, 2015*.

**Policy (b)** The Zoning Bylaw will contain a commercial and an industrial district that will accommodate existing legally established and future commercial / industrial developments.

- Policy (c)** Principal light industrial uses will be accommodated as permitted uses within the industrial zoning district. Principal heavy industrial uses will be accommodated as discretionary uses within the industrial zoning district. This zoning district will be suitable to accommodate future industrial parks.
- Policy (d)** Commercial and industrial development is encouraged to locate along existing primary transportation corridors.
- Policy (e)** Highway commercial uses should maintain the functional integrity of the highway, through the use of service road systems, or controlled highway access points, which are approved by Saskatchewan Highways and Infrastructure.
- Policy (f)** New commercial and industrial development is encouraged to locate in close proximity to existing nodes of development, where possible.

**Objective 3.5.2.2: Highway and Arterial Commercial Corridors**

To continue to enhance the visual and functional quality of the highway commercial corridors in the Planning District.

- Policy (a)** Ensure that a high standard of landscaping and screening is provided to achieve aesthetically appealing and along functional gateways into Melfort.
- Policy (b)** Work with the City of Melfort in establishing consistent and complementary landscaping and screening standards for transportation corridors leading into the City.
- Policy (c)** The Zoning Bylaw shall contain a highway commercial district that will provide for an appropriate range of uses and development standards.

**Objective 3.5.2.3: Industrial Development Opportunities**

To attract new industrial operations to the Melfort Planning District.

- Policy (a)** Promote the Melfort Planning District, and industrial development opportunities, including the District's commitment to supporting infrastructure and creating a climate for growth and investment.
- Policy (b)** Ensure development opportunities are available by protecting areas for future industrial activities for the District.
- Policy (c)** Promote and encourage new industrial development through the use of actions and tools including but not limited to:
- the construction of infrastructure;
  - tax abatement incentives;
  - incentives to promote the use of vacant and underutilized buildings or sites;
  - planning and development permit fee rebates;
  - the promotion of the Melfort Planning District as a place for new business development;
  - marketing and branding.

**Objective 3.5.2.4: Industrial Parks and Agricultural Industrial Parks**

To ensure a comprehensive and planned approach to industrial activities within the District.

**Policy (a)** The Melfort Planning District will continue to support the development of new industrial parks, and agricultural industrial parks, in particular, in suitable areas.

**Policy (b)** New industrial developments will be required to connect to and complement existing and future development in in the District through the requirement of a concept plan, submitted for MPDC approval prior to consideration of rezoning applications associated with formal subdivision applications. Once the initial concept plan has been accepted by the MPDC, and subdivision and development commences, no subsequent subdivision that is inconsistent with the approved concept plan and all policies in this document will be permitted without acceptance of a revised concept plan by the MPDC. The District may require a developer to prepare a Comprehensive Development Application prior to the consideration of a concept plan.

**Objective 3.5.2.5: Land Use Conflicts and Environmental Considerations**

To minimize land use conflicts between commercial and industrial developments and any existing land uses, as well as any potential environmental impacts as a result of such development.

**Policy (a)** Future commercial or industrial subdivisions or rezoning for commercial or industrial development shall avoid conflict with existing land uses and development. Conflict with existing land uses and development will be demonstrated by, but such demonstration will not necessarily be limited to, the following:

- (i) anticipated levels of noise, odour, smoke, fumes, dust, night lighting, glare, vibration or other emissions emanating from the operation will be sufficient to affect the residential character of existing residential areas;
- (ii) anticipated increased levels or types of vehicle traffic may create unsafe conditions or situations for vehicles, cyclists or pedestrians within or adjacent to existing residential areas;

**Policy (b)** Council will use Map \_\_\_ – Development Considerations and Map \_\_\_\_ - Development Constraints to assess the constraints, benefits and acceptability of the subdivision.

**Policy (c)** In order to minimize land use conflict between industrial development and other existing land uses, the MPDC shall observe the separation distances as set out in the Zoning Bylaw.

**Policy (d)** In association with an application for a development permit, the MPDC may require submission of a site grading plan demonstrating that there is adequate drainage from a site and that neighbouring properties and municipal infrastructure will not be adversely affected by potential runoff from the development.

**Policy (e)** Where the MPDC is of the belief that a proposed commercial or industrial development may require large volumes of water, the planning commission may require the applicant to demonstrate that the water supply is sufficient for the development and the supply for neighbouring developments will not be adversely affected by the proposed operation.

**Policy (f)      *Development Application Requirements***

Before considering an industrial or commercial development, subdivision or rezoning application, Council may require that the development application contain information with respect to:

- (i) the types of industry or commercial use to be contained on the site.
- (ii) the size and number of parcels proposed.
- (iii) the installation and construction of roads, services, and utilities.
- (iv) the potential impacts on adjacent land uses, and proposed measures to mitigate any negative impacts.
- (v) the environmental suitability of the site and other potentially affected lands with particular consideration to the soils, topography, drainage and availability of services, proximity to public recreation and wildlife management areas and hazard land.
- (vi) the access, egress, and the potential impacts of the proposed development on the highway system and traffic safety.
- (vii) development standards or design criteria that include such aspects as parking for large trucks, landscaping, screening, storage, and signage.
- (viii) any other matters that Council considers necessary.

**Policy (g)      *Comprehensive Development Application***

- (i) In the interests of ensuring a comprehensive and planned approach to development, the Municipality may require a developer to prepare a Comprehensive Development Application (CDA) for proposed commercial and industrial developments. A Comprehensive Development Application may include the following information:
- (ii) A completed copy of the Melfort Planning District Multi-parcel Country and Residential and Commercial/Industrial Subdivision Evaluation Workbook (see Section 7).
- (iii) Plans showing an integrated layout for all lands intended for industrial or commercial development, including internal roadways, access to external public roads, municipal and environmental reserve parcels, utility parcels, and phasing of the development.
- (iv) Reports, prepared by professionals certified to assess relevant factors, to assess the geotechnical suitability of the site, susceptibility to flooding or other hazards together with any required mitigation measures.
- (v) Engineering reports to address water supply, surface water drainage, sewage treatment and disposal, and fire suppression.

- (vi) Any other information the MPDC deems necessary in order to appropriately evaluate an application.

**Policy (h) *Comprehensive Development Application Evaluation***

- (i) In evaluating a Comprehensive Development Application (CDA), the MPDC may ensure compliance with any municipal requirement or standard through the provision of a servicing agreement or condition of the approval of a development permit as appropriate.
- (ii) Once a CDA has been approved by the MPDC, no subsequent subdivision or development that is inconsistent with the approved CDA will be permitted without the approval of a revised CDA as appropriate.

**Policy (i) *Hazardous Industries***

Industrial uses involving hazardous materials or chemicals will be permitted only at the discretion of the MPDC, subject to approval required by any government regulatory agency, and subject to the following locational policies:

- (i) It is the MPDC's view that hazardous industries have the potential to negatively affect the general welfare of nearby residents and farm operations, relating to such factors as decreased land values and perceived hazards. Therefore, in order to minimize conflict between hazardous industrial uses and other development, policies for minimum separation distances between hazardous industrial uses and other principal land uses are subject to Section 4 of this DOCP. These minimum separation distance policies shall apply both to development, alteration or expansion of hazardous industries and to other development proposed in the vicinity of existing hazardous industries.
- (ii) The MPDC may require a greater separation distance, up to 120% of what is set out in Section 4, where an unacceptable land use conflict would result with existing developments.
- (ii) All uses involving hazardous materials or chemicals shall be separated from permanent surface water bodies or water courses by at least 1.6 km (1 mile).
- (iv) Buildings or yards used for the storage, handling or processing of hazardous materials shall be located at least 75 m (250 feet) from any road or railway right-of-way.
- (v) Using the discretionary use procedure outlined in the Zoning Bylaw, the MPDC shall require public notice of a proposal that will result in development, expansion or alteration of a hazardous industrial use and shall hold a public hearing on the proposal.

**Objective 3.5.2.6: Future Commercial and Industrial Land Use**

To identify the areas within the Melfort Planning District that are most suitable for future commercial and Industrial development in order to provide an adequate supply of land going forward.

**Policy (a)** The District will ensure that new Commercial and Industrial development locates in the areas noted as "**Commercial and Industrial Policy Area**" on Map 1 - Future Land Use. At the time of subdivision, these areas will be zoned, in the respective Zoning Bylaw, for commercial or industrial uses and compatible development. Prior to such rezoning, development in these areas will be regulated to prevent development of uses which would conflict with the long-term use of these areas.

**Policy (d)** In order to accommodate a range of economic development opportunities, the Zoning Bylaw will make appropriate provisions for a range of industrial uses.

**Objective 3.5.2.7: Land Use Conflicts and Development Design**

To minimize the potential for land use conflicts between industrial development and other uses while encouraging visually appealing Commercial/Industrial areas.

**Policy (a)** Lands identified for Commercial/Industrial development shall be adequately buffered, screened and separated from incompatible land uses.

**Policy (b)** Commercial/Industrial development shall be directed to areas which are readily accessible to major transportation infrastructure, which are capable of being economically serviced, and which shall not have adverse impacts on the natural environment, including groundwater resources. The District will give priority to infilling vacant industrial sites within the designated industrial parks.

**Policy (c)** Heavy industrial uses, which may create land use conflicts in the normal course of operations, shall be located in established heavy industrial areas, which provides appropriate separation from residential areas and from highways and other entrance ways into the City.

**Policy (d)** Visually appealing Commercial/Industrial development will be facilitated and encouraged by establishing appropriate landscaping requirements and signage standards in all industrial areas.

**Policy (e)** Appropriate buffers shall be provided at the time of subdivision to minimize conflict between Commercial/Industrial areas and other, incompatible uses.

**Policy (f)** Existing single detached dwellings located in existing Commercial/Industrial areas will be accommodated as a discretionary use in the areas zoned Commercial/Industrial. The following policy guidelines will apply:

- (i) Development permits for new dwelling construction will only be considered for the replacement of existing single detached dwellings, which are damaged or destroyed by an occurrence such not intentionally started by the owner.
- (ii) the MPDC may consider entering into an agreement for the purchase or exchange of property as a means of assisting in the relocation of residents to dwellings in designated residential areas in the community.



## 3.6 ECONOMIC AND TOURISM DEVELOPMENT

### 3.6.1 FINDINGS

- The District of Melfort functions as the economic hub for the larger region, and the District continues to strive to create a climate for growth and investment in order to enhance the community's economic vitality. The region's agriculturally based economy continues to somewhat isolate Melfort from low global potash and oil and gas prices.
- The infrastructure capacities within the District position the region for continued growth and development.
- In 2015, the City undertook an exercise to establish a branding strategy in alignment with the City's strategic directive to clearly define the City's "brand" and establish a plan to implement it into neighbourhood development, future planning and marketing efforts. "Play Melfort" was developed to promote the City's unique community assets and boost Melfort's market for multi-generational travel.
- The City of Melfort has a variety of parks and open spaces. Playgrounds include the Burke Kinsmen Playground, the Brunswick Kinsmen Playground, Broadway School Playground, the Melfort Creek Playground, the Stovel Park Playground, and Rotary Park. The city is also home to Spruce Haven Recreational Area and a number of pocket parks throughout the community. Sports grounds within the community, including ball diamonds, soccer pitches, disc golf.
- The City has also constructed a portion of a walking trail, the Kinsmen Centenary Walking Trail, a partnership between the City of Melfort, the Melfort Kinsmen Club, Ducks Unlimited, the Sasktel Telephone Pioneers, the Province of Saskatchewan and the Prairie Farms Rehabilitation Administration. Plans for expansion of the walking trail continue to evolve (Transportation Master Plan, 2016).
- In addition to the City's outdoor parks, other amenities include the Melfort Campground which provides opportunities for residents and visitors to enjoy the City's green space, through camping, picnicking, playing and cross-country skiing; an 18 hole golf course; Melfort Memorial Pond; Paddling pools and spray pads; tennis courts; skateboard park; outdoor rink; soccer pitches; disc golf; pickleball courts; basketball courts; and, baseball diamonds.
- Changes in The Planning and Development Act, 2007 require municipalities to ensure that the creation of municipal reserve sites are suitable in size to be used for school purposes and must be developed in consultation with the relevant organizations, including any school division within the boundaries of the municipality. The North East School Division projected school enrollment until the 2029/2030 school year within its 2020 Capital Plan. It is not projected that enrollment will exceed capacity of the existing schools over the next ten years.
- Melfort continues to provide opportunities for growth of the community by ensuring serviced land that meets market demands and provides unique opportunities for development is available. Opportunities exist within the community that provide an opportunity for creating a reimagined vision for redevelopment.
- The Statements of Provincial Interest Regulations provides the following statement concerning recreation and tourism, which is addressed in the objectives and policies that follow:
  - *The province has an interest in supporting a high quality of life for Saskatchewan's citizens and visitors by providing and actively promoting recreation and tourism opportunities.*
  - *The province has an interest in conserving Saskatchewan's biodiversity, unique landscapes and ecosystems for present and future generations.*
  - *The province has an interest in a strong provincial economy that helps improve the quality of life for all Saskatchewan people.*

### 3.6.2 ECONOMIC DEVELOPMENT OBJECTIVES AND POLICIES

#### **Objective 3.6.2.1: Relationship Building**

To enhance, develop and implement strategies and tactics designed to improve and nurture the Melfort Planning Districts relationship with local and regional business community with a view towards attracting and retaining business in Melfort.

- Policy (a)** The MPDC will give high consideration to the impacts its policies and practices have on the prosperity of the business community.
- Policy (b)** The MPDC will explore opportunities for regional collaboration in attracting key industries and services to the District.
- Policy (c)** The MPDC will continue to support the economic development initiatives of the Invest Melfort organization and others that may form in the future.

#### **Objective 3.6.2.2: Economic Development**

To attract investment and foster economic and population growth within the Melfort Planning District.

- Policy (a)** Capitalize on potential growth of the community through collaboration with businesses, organizations and government groups and agencies, including Invest Melfort, in realizing economic development initiatives in the District.
- Policy (b)** Continue to pursue land development opportunities as economic development initiatives that will be a benefit to the District.
- Policy (c)** Support and recognize the importance of regional cooperation in expanding the regional economy through coordinated land use, infrastructure and long-range planning.
- Policy (d)** Find creative ways to incorporate associated branding into marketing strategies that apply to the entire Planning District.
- Policy (e)** The MPDC will continue to ensure strategic planning directives are implemented to support creating a climate for growth and investment.
- Policy (f)** The MPDC will pursue industrial park and agricultural industrial park development opportunities for the District.
- Policy (g)** The MPDC will pursue highway corridor development opportunities in the District.
- Policy (h)** The MPDC may continue to investigate strategies and initiatives in the form of tax sharing opportunities for the District.

## 3.7 CULTURAL AND HERITAGE RESOURCES

### 3.7.1 FINDINGS

- There are currently nine Designated Municipal Heritage Property within the City of Melfort. The properties consist of two residences, one water tower, three government buildings, one commercial building, and two community service/leisure buildings or structures. The number of Designated Municipal Heritage Properties within a community the size of the City of Melfort speaks volumes as to the efforts made by community members and elected officials in recognizing and protecting historic structures in the City.
- The City of Melfort has established a Preservation and Rehabilitation Committee whose mandate is to investigate and consider potential uses for the Historic Post Office, including researching sources of funding and advising on the management of the facility rehabilitation.
- The City of Melfort utilizes a Heritage Committee whose scope of work includes providing guidance and support during the municipal designation process of heritage buildings.
- Within the City of Melfort various arts, culture and heritage groups contribute to the conservation and promotion of these important community resources, including, but not limited to crafts organizations and guilds, the Melfort and District Museum, a genealogical society, and a Music Festival Association.
- The Statements of Provincial Interest Regulations provides the following statement concerning heritage and culture, which is addressed in the objectives and policies that follow:
  - *The province has an interest in ensuring Saskatchewan's cultural and heritage resources are protected, conserved and responsibly used.*

### 3.7.2 HERITAGE RESOURCES OBJECTIVES AND POLICIES

#### **Objective 3.7.2.1: Heritage Management**

To protect the heritage resources within the District, and where such protection cannot be achieved, to implement appropriate mitigation measures.

- Policy (a)** Support the designation of provincial heritage and municipal heritage buildings and sites within the District as appropriate.
- Policy (b)** Ensure that the subdivision of land on potentially heritage sensitive parcels occurs in accordance with the guidelines and criteria identified by the Heritage Conservation Branch of Saskatchewan. The costs of any required Heritage Impact Resource Assessment to identify if any heritage resources exist on the site, and if the developer may be required to move the proposed development to a new location or undertake mitigative measures to receive clearance from the Heritage Conservation Branch of Saskatchewan, will be the responsibility of the proponent of the proposed development.
- Policy (c)** The District's land use and development decisions will be sensitive to the conservation and protection of culture and heritage resources.
- Policy (d)** The District shall consider the use of dedicated lands, such as environmental and municipal reserve, to protect and conserve culture and heritage features, where possible.
- Policy (e)** Insofar as practical, the District shall use the provisions set out in the *Standards and Guidelines for the Conservation of Historic Places* to guide protection and conservation efforts of heritage places.

**Objective 3.7.2.2: Cultural and Heritage Resource Promotion**

To encourage the conservation of intangible cultural resources including historically and culturally significant landscapes, cultural facilities and events, heritage languages, community traditions and customs, locally important arts, crafts and trading skills.

**Policy (a)** The District may consider the development of a Municipal Culture Plan that identifies and maps local culture and heritage resources while creating an awareness of the benefits of preserving and promoting culture and heritage resources for community development purposes.

**Policy (b)** The District shall continue to support heritage and cultural events.

**Policy (c)** The District shall continue to work with community and culture groups, service clubs, sports and recreation clubs, to promote and celebrate the existing programs available to residents and visitors, alike.

**Policy (d)** The District shall continue to build upon its listing of heritage resources, with collaboration from the Melfort Preservation and Rehabilitation Committee.

## 3.8 COOPERATION

### 3.8.1 FINDINGS

- Cooperation on regional infrastructure exists within the district and includes the Melfort Regional Landfill and the Miller Airport.
- The Statements of Provincial Interest Regulations provides the following statement concerning intermunicipal cooperation, which is addressed in the objectives and policies that follow:
  - *The province has an interest in promoting intermunicipal cooperation that facilitates strong partnerships, joint infrastructure and coordinated local development.*
  - *The province has an interest in enhancing the participation of First Nations and Métis communities in land use planning and in fostering respectful relationships between municipalities and First Nations and Métis communities.*

### 3.8.2 OBJECTIVES AND POLICIES

#### **Objective 3.8.2.1: Potential City Growth in the Planning District**

To accommodate future growth and expansion of the City of Melfort and allow future rural development which does not conflict with potential future urban growth.

**Policy (a)** The members intend to ensure that future land use and development in the Planning District will be compatible with future City growth aspirations and that development of land adjacent to urban areas will not conflict with future City growth. Certain lands in proximity to the City of Melfort have been identified as “Potential City Growth Areas”. Additional land may be identified as “Potential City Growth Areas” in the future, based on actual growth trends.

**Policy (c)** To ensure that future land use and development in the Planning District will be compatible with future long-term City growth aspirations and to ensure that development and land use adjacent to urban areas is compatible, developers will be required to provide a Comprehensive Development Application (CDA) to the MPDC and affected RM Council for review. The District may also adopt concept plans, subject to Section 44 *The Act* in order to ensure development in the Planning District is consistent with identified “Potential City Growth Areas.”

#### **Objective 3.8.2.2: Inter-Municipal Service and Provision and Regional Infrastructure**

To facilitate inter-municipal cooperation in providing municipal services and infrastructure that are more cost-effective and efficiently delivered on a regional basis.

**Policy (a)** The Melfort Planning District, the City of Melfort, and The RMs will continue to pursue inter-municipal cooperation in the provision of municipal services and infrastructure with the interest of improving and providing them on a more cost-effective basis.

**Policy (b)** The City and RMs will bring forward servicing and infrastructure studies and information to the MPDC. Servicing thresholds, future regional infrastructure expansion (e.g. lagoon, water treatment plant, roads, bridges) shall be considered by the MPDC when evaluating new subdivision and development proposals.

#### **Objective 3.8.2.3: Airport**

To ensure the Districts existing airport assets are protected while minimizing conflicts between airport activities and other incompatible land uses.

**Policy (a)** The MPDC will continue to evaluate and avoid potential conflicts at the airport site and between the airport site and land use development in its vicinity.

**Objective 3.8.2.4: Inter-Municipal Cooperation**

To facilitate communication and cooperation with neighbouring municipalities, and other governmental organizations in joint planning initiatives and future growth directions, based on the planning needs of the overall region.

**Policy (a)** The District will facilitate cooperation with its municipal neighbours (outside of the District) with respect to the impact of development decisions on the neighbouring community's services, facilities, residents or natural resources.

**Policy (b)** In the interests of strengthening regional planning, MPDC will facilitate joint planning studies and initiatives, ideally with the support of senior government funding.

**Objective 3.8.2.5: Boundary Alteration**

To provide for the fair and expeditious boundary alterations of land in the Planning District for projected City growth.

**Policy (a):** The RMs will consider boundary alteration proposals that have been reviewed by the MPDC.

**Policy (b):** The RMs will evaluate boundary alterations proposals by the City of Melfort in terms of financial and infrastructure implications to the affected RM as well as their effect on the residents inside and adjacent to the proposed boundary alteration area.

**Objective 3.8.2.6: Government Cooperation**

To pursue opportunities with the federal and provincial governments to enhance services and to provide innovative opportunities for The Melfort Planning District.

**Policy (a)** The MPDC will pursue opportunities to take advantage of federal and provincial programs that will benefit the District.

**Objective 3.8.2.7: Regional Cooperation**

To facilitate intermunicipal and interjurisdictional cooperation on a regional basis.

**Policy (a)** The MPDC will pursue agreements and cooperation with other neighbouring municipalities, planning commissions, First Nations, and other stakeholders that will address joint planning, future growth, and joint delivery of services, based on common interests of the region as a whole.

**Objective 3.8.2.8: First Nations**

To facilitate reconciliation, partnerships and cooperation with First Nations and Metis communities.

- Policy (a)** The MPDC shall seek agreements, as appropriate, pursuant to the Treaty Land Entitlement Framework Agreement as part of any Reserve creation process. These agreements shall be negotiated in good faith by the Melfort Planning District, The City of Melfort, RM of Star City No. 428, and RM of Flett's Springs No. 429, and will be based on the objectives of reconciliation, partnership and cooperation.
- Policy (b)** Within their authority for land use planning and development decisions, the MPDC will consult and work with First Nations and Metis communities to preserve and protect Treaty and Aboriginal Rights to hunt, trap and fish for food or carry out traditional land uses and to avoid potentially adverse impacts on any cultural, spiritual or other important sites within the planning district.
- Policy (c)** The MPDC shall consult with and work with First Nation and Metis communities on reconciliation efforts.

## 3.9 TRANSPORTATION AND INFRASTRUCTURE

### 3.9.1 FINDINGS

- The Melfort Planning District is served by a grid road system which connects to Provincial Highways #3, #6, and #41 as well as arterial roadways including McDonald Avenue, SK-41A Business, and Melfort Street. To ensure that future development does not place additional unnecessary pressure on existing road maintenance obligations of each municipality, consideration should be given to the development of municipal servicing policies.
- To ensure that future development in the District can be adequately serviced by municipal infrastructure systems, consideration should be made towards the development of appropriate infrastructure and servicing policies.
- In 2013, The Federation of Canadian Municipalities and the Railway Association of Canada released Guidelines for New Development in Proximity to Railway Operations which includes guidelines and best practices that can be applied when converting industrial / commercial property into residential use when in proximity to railway operations.
- Due to its role as a major service centre for the region, Melfort is a centre for health, education, recreation and other public and community services. These sectors play an important role in the Melfort Planning District's economic development.
- Melfort is home to a number of service groups and churches. In total Melfort has 14 churches located throughout the community, several service and fraternal organizations, and numerous sports and recreation groups.
- Major institutional uses in the City include, City Hall; the Kerry Vickar Centre; the Museum; the Melfort Public Library; Northern Lights Palace Pool and Arena; and the Queen's Bench Court House.
- The City of Melfort maintains one cemetery, located outside of City limits. Capacity exists at the cemetery to accommodate future population growth.
- The Royal Canadian Mounted Police (RCMP) currently provides police protection to the City of Melfort in addition to a number of surrounding communities. A total of seven officers have been assigned responsibility for the City of Melfort and three auxiliary constables volunteer their time with the Melfort Detachment. The RCMP is based out of a facility on Main Street North.
- Fire protection is provided by volunteer brigade that serves the Melfort Planning District and the City, with the fire hall located centrally on Saskatchewan Drive West.
- Acute care, long term care and community health services for the City of Melfort and surrounding area are administered by the Saskatchewan Health Authority. Services available in the City include the Melfort Hospital, Parkland Place (long term care), a community medical clinic, and home care services.
- The City of Melfort is part of the North East School Division. Four schools (three elementary schools and one high school) are administered by the School Division.
- Post-secondary education is provided by Cumberland College. This college consists of three campuses in northeastern Saskatchewan and provides training options for university, diplomas and certificates, as well as basic adult education.

#### ***Waste Water System:***

- The City owns and operates a multi cell lagoon, located northeast of the City in SW 17-45-18-W2M. The City's lagoon consists of six primary cells and seven holding cells. Based on the Ministry of Environment's requirements, the City's primary lagoon cells have capacity to service a population of 9,300. The holding cells have a capacity for 10,350 people.



**Water System:**

- Treated water for the City of Melfort is supplied to the City by SaskWater. The City owns the exterior reservoir storage and its own distribution pumps, while all treatment and other infrastructure at the Water Treatment Plant (WTP) are owned by SaskWater. The City's waterworks system is located in SE ¼ 8-45-2-W2M.
- Treated water supplied to the City from SaskWater is sourced from the Saskatchewan River. The daily maximum supply rate is greater than the 20-year requirement (based on a 1.0% average annual growth rate) and is adequate. Distribution to the City of Melfort is prioritized over rural use, in the case of a reduction in treatment capacity or supply interruption.
- The City of Melfort has expressed the desire to extend the recreational trail system and various upgrades to community parks and facilities.
- The City owns two partially buried circular concrete storage reservoirs separate from but on the SaskWater WTP site. The total available storage capacity is 6,800 m<sup>3</sup> which exceeds the 20 year storage requirement of 4,393 m<sup>3</sup> or a population of 7,321 people. The estimated remaining service life is 10 years. Water works components are sized adequately, however the distribution pumps and standby pump are nearing the end of their estimated service lives (i.e. 5-10 years).
- Additional fire flows are required in the residential area north of McDonald Avenue at Main Street. The industrial area on the west side along Hamilton Avenue would benefit from looping, and piping upgrades may be required in the south along Broadway Avenue to increase fire flows. The City has been actively replacing pipes in the south and is planning to complete upgrades in the other areas as they are able.

**Solid Waste & Recycling:**

- The City of Melfort owns and operates a landfill and land farm (for the rehabilitation of contaminated soil) located approximately 2 km west of the Melfort Street / Highway 41A intersection. The City also operates an EcoCentre that accepts used oil, oil filters and oil containers. The City also operates a compost site, at the west end of Central Street (528 Central Street). The City provides front street residential waste collection on a bi-weekly basis.
- The City has implemented a multi-material, curb-side recycling program, and additional strategic directives of the City are to support community recycling initiatives such as office recycling and backyard composting, and to explore the idea of future curb-side compost collection programs.
- Capacity exists at the landfill, where an additional 24 acres of land is available for future expansion. The City continues to work towards addressing environmental standards at the landfill, as identified by the Ministry of Environment.
- The City Transportation Master Plan (2016) assists the City in prioritizing infrastructure and initiatives within the immediate to long-term time frame, as well as identifies areas of improvement to increase the efficiency and safety of the City's network. Recommendations within this study would require that all new proposed developments accommodate all modes of transportation to and from the existing transportation network.
- Key recommendations within the Transportation Master Plan include:
  - Continue to expand the multi-use pathway around the City;
  - Upgrade existing sidewalk network deficiencies along main pedestrian corridors to connect to key destination points;
  - Review the designation of multi-use roadways along major corridors to promote additional active mode transportation choices;
  - Adopt a policy that identifies a strategy to accommodate a future transit program;
  - Negotiate with business owners on Saskatchewan Drive West regarding parking provisions between Main Street and Manitoba Street; and
  - Implement no parking during peak hours.
- The City of Melfort manages a municipal airstrip, located directly west of the City in the RM of Flett's Springs No. 429 within the Melfort Planning District area. The general aviation airport is operated by

the City through the Melfort Airport Board.

- The Northern Lights Rail, owned by numerous farmers and nine rural municipalities, operates a 59 km line acquired from CN, west of Melfort. CN also operates tracks within the City of Melfort, which run south (to Humboldt), north (to Carrot River) and east (to Hudson Bay).
- In 2013, the Federation of Canadian Municipalities and the Railway Association of Canada released the Guidelines for New Development in Proximity to Railway Operations which includes guidelines and best practices that can be applied when converting industrial / commercial property into residential use when in proximity to railway operations.

***Asset Management:***

- The City of Melfort has developed an Asset Management Policy that provides leadership and guidance to ensure the strategic development of its asset management program.
- Melfort has implemented an enterprise-wide asset management program through all City departments. The program promotes lifecycle management of all infrastructure assets and includes an asset registry, asset management plans, continuous improvement protocols, and performance metrics and reporting.

*The Statements of Provincial Interest Regulations* provides the following statements concerning public works and transportation (which are addressed in the objectives and policies that follow):

- *The province has an interest in safe, healthy, reliable and cost-effective public works to facilitate economic growth and community development.*
- *The province has an interest in safe, cost effective transportation systems that meet existing and future needs for economic growth, community development and diversification.*

### 3.9.2 OBJECTIVES AND POLICIES

#### Objective 3.9.2.1: Servicing Thresholds

To ensure adequate servicing capabilities for future development by existing facilities or by expansion to infrastructure.

**Policy (a)** All developments shall provide for:

- (i) individual on-site water supply appropriate to the proposed use; or,
- (ii) water supply from a regional water distribution system; or,
- (iii) an independent communal water supply system approved pursuant to either *The Public Health Act, 1994* and associated regulations, as administered by the Regional Health Authority or *The Environmental Management and Protection Act, 2010* and The Waterworks and Sewage Works Regulations.
- (iv) on-site liquid waste treatment and disposal approved pursuant to *The Public Health Act, 1994* and associated regulations, as administered by the Regional Health Authority; or,
- (v) an independent communal sewage collection, treatment and disposal system approved pursuant to either *The Public Health Act, 1994* and associated regulations, as administered by the Regional Health Authority or *The Environmental Management and Protection Act, 2002* and associated regulations.

**Policy (b)** The MPDC will not support new development or subdivision applications unless infrastructure and utility systems and services have adequate capacity, including the availability of a licensed solid waste management facility for use by the new development.

**Policy (c)** The Melfort Planning District will not be responsible for the capital costs associated with the provision of municipal services to new subdivisions, except for developments owned by the municipality. Where a private development requires municipal services, the proponent will be responsible for all costs associated with providing the services. The MPDC may require a proponent of a development to undertake an engineering study that clearly articulates the on- and off-site infrastructure required to support the development. On-site and off-site infrastructure to support new development proposals may:

- (i) already exist and have the capacity to support the development, subject to the payment of applicable levies or fees; or
- (ii) be proposed to be constructed by the developer as an integral component of the development itself.

**Policy (d)** The District will consider all new developments containing communal water and sewer systems on the basis that the users of these systems will be responsible for the costs of their construction, management and operation through the auspices of a public body, a resident association or a private utility arrangement in the form of a cooperative or non-profit corporation.

**Policy (e)** The District will consider any proposals by residents of a multiple lot country residential area for the development of a communal water distribution system. Proposals must be based on a preliminary engineering report outlining design requirements and cost estimates for the proposed system and be accompanied by evidence of resident support for the proposal. Financing for any approved system will be derived pursuant to *The Local*

*Improvement Act.* The MPDC will require, in its approval, that residents assume responsibility for ongoing operation and maintenance of the system through the auspices of a public or private utility.

- Policy (f)** The District may, subject to a request by the residents of a multi-parcel country residential area, agree to the provision of an extended service such as dust control or greater than normal snow clearing service. The financing of such service will be arranged through enactment of a special tax bylaw pursuant to the provisions of Section 312 of *The Municipalities Act, 2005*.
- Policy (g)** The MPDC may establish, by separate bylaw, policies respecting garbage pickup and solid waste disposal in country residential subdivisions and other areas of the District.
- Policy (h)** When reviewing development proposals, the MPDC may request utility companies to indicate their existing and future services in and around the area of the development proposal. The availability of such services will be a consideration of such development proposals.
- Policy (i)** Storm water management shall be designed by a professional engineer in accordance with appropriate engineering standards.
- Policy (j)** Where the development of new or upgraded liquid and solid waste disposal facilities is proposed, consideration preference shall be given to facilities that are operated for and funded by the region.

### **Objective 3.9.2.2: Locational Criteria**

- Policy (a)** Public works in the form of solid and liquid waste management or disposal facilities will be allowed as a discretionary use subject to locational and development standards as specified in the Zoning Bylaw and subject to the following locational policies:
- (i) Public works in the form of solid and liquid waste management or disposal facilities have the potential to negatively affect the general welfare of nearby residents and the quality of recreation opportunity, relating to such factors as odours, blowing debris, decreased land values and perceived hazards. Therefore, in order to minimize conflict between such public works and other development, separation distances between public works in the form of solid and liquid waste management or disposal facilities and other principal land uses are subject to Section 4 of this DOCP.
  - (ii) The MPDC may require a greater separation than set out in the Section 4. This would only apply where an unacceptable land use conflict would result with existing developments (e.g., in instances where higher nearby development intensity or topographic situation results in greater potential for conflict and where such greater separation would serve to reduce the conflict to acceptable levels).
  - (iii) Using the discretionary use procedure outlined in the Zoning Bylaw, the MPDC shall require public notice of a proposal for the development, expansion or alteration of a solid or liquid waste management or disposal facility and shall hold a public hearing on the proposal.

**Objective 3.9.2.3: Servicing Agreements for New Subdivisions**

To ensure that the cost of required infrastructure for development is known and covered by servicing agreement fees.

**Policy (a)** Where a subdivision of land will require the installation or improvement of municipal services such as roads or streets, utilities, water supply systems, and sewage disposal facilities the developer will be required to enter into a servicing agreement with the municipality to cover the capital costs as defined in *The Planning and Development Act, 2007* with respect to the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of services that directly or indirectly serve the proposed subdivision. These charges may differ from one proposed subdivision to another based on the particular needs of each development. The MPDC will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance bonds or letters of credit.

**Objective 3.9.2.4: Transportation**

To ensure that the road maintenance obligations created by any future residential development can be fulfilled, and that future development does not create any traffic safety issues.

- Policy (a)** The MPDC will cooperate with the Ministry of Government Relations, the Ministry of Highways and Infrastructure, and adjacent municipalities in long-term planning that addresses its transportation needs.
- Policy (b)** The MPDC will endeavour to upgrade the major access roads and bridges, within the municipality's ability to pay for such upgrades, and with the support of senior government funding wherever possible.
- Policy (c)** Development shall not create any potentially unsafe traffic conditions. The MPDC will ensure that appropriate road designs, speed limits and traffic control devices are used to help ensure traffic and road safety.
- Policy (d)** Development along provincial highways shall be consistent with the safety standards and access policies established by the Ministry of Highways and Infrastructure.
- Policy (e)** The MPDC will not be responsible for the paving of roads in all subdivisions unless a service agreement provides for such development.
- Policy (f)** Subdivision applications requiring a permanent street or road closure, intended to correct encroachments by development on municipal road right-of-ways, will only be supported after a review by the MPDC, to ensure that:
- (i) the permanent road closure would not restrict or compromise access to other sites / areas in the municipality; and
  - (ii) the road closure would not have an adverse effect on the District's ability to maintain or repair such roads.
- Policy (g)** Map \_\_\_ – Development Considerations identifies key transportation corridors that could potentially support future development with the least amount of new road infrastructure. Development in these corridors is subject to all other policies in this plan including the ability for on and off-site infrastructure to support the development.
- Policy (h)** The MPDC will work towards partnerships to upgrade roads in the municipality in order to enhance economic development opportunities.
- Policy (i)** The MPDC has completed a Transportation Plan.

**Objective 3.9.2.5: Railways**

To ensure railways and rail activity continues to provide vital services to the community while mitigating any negative impacts resulting from ongoing railway operations.

- Policy (a)** The MPDC will provide for efficient and effective land use and transportation planning, including consultation with railway companies, in order to reduce the potential for land use conflicts and provide appropriate protection for rail infrastructure.

- Policy (b)** Noise and vibration levels near rail lines shall be a factor in the evaluation of development proposals.
- Policy (c)** Land use conflicts may be minimized in areas adjacent to railway lines and rail yards through the application of the Federation of Canadian Municipalities and the Railway Association of Canada's *Guidelines for New Development in Proximity to Railway Operations, 2013*.
- Policy (d)** Where a new residential development abuts a railway right-of-way, a minimum 30 metre setback shall be maintained between the railway right-of-way and the principal building.
- Policy (e)** All developments requiring a Development Permit for properties that are adjacent to a railway right-of-way should demonstrate how the proposed development responds to the *Guidelines for New Development in Proximity to Railway Operations*.

#### **Objective 3.9.2.6: Asset Management**

To ensure a clear picture of the current state of the Melfort Planning District's municipal infrastructure in order to manage it effectively over the long-term.

- Policy (a)** The MPDC will utilize and implement formal Asset Management Plans in order to sustainably provide an appropriate level of service to residents and visitors and to support long term financial planning.
- Policy (b)** Ensure consistency between all long-term planning documents going forward including this DOCP, Asset Management Plans, Long Term Financial Plans, and others.

#### **Objective 3.9.2.7: Regional Transportation Network**

To provide a safe, efficient, cost effective and convenient transportation network for all users that contributes to residents' quality of life.

- Policy (a)** Developments shall be located and designed in a manner that ensures safe and efficient traffic operations.
- Policy (b)** Subdivisions shall provide for the expansion of the transportation network and the extension of roadways beyond the area being subdivided as necessary and accommodate all modes of transportation.
- Policy (c)** Traffic impacts shall be a factor in the evaluation of development proposals. An engineering assessment may be required in order to identify potential traffic impacts related to new developments. The costs associated with preparing the engineering assessment shall be borne by the developer. The costs of implementing the necessary transportation changes or improvements may be negotiated by the City and the affected developer based on the extent to which the impact of the proposed development necessitates the need for improvements.
- Policy (d)** The City will work towards identifying a strategy to accommodate a future transit program.

**Objective 3.9.2.8: Transportation and Land Use**

To promote land use and development patterns that encourage walking, cycling, and other alternative forms of transportation while ensuring pedestrian and traffic safety.

- Policy (a)** Connectivity and traffic safety for pedestrians, cyclists and private vehicles shall be considered in all land use and development decisions and in the planning and design of street improvements or new roadways.
- Policy (b)** Opportunities should be provided for the development of walking and cycling facilities within by exploring and envisioning linkages and connections between commercial areas, green spaces, destination sites and residential areas.
- Policy (c)** The City will review the designation of multi-use roadways along major corridors to promote additional active mode transportation choices.
- Policy (d)** Consider wheelchair sidewalk accessibility in all land use and development decisions and in the planning and design of street improvements or new roadways.

**Objective 3.9.2.9: Highways**

To ensure that Highways #3 and #35 continue to function in a safe and efficient manner for the residents of Melfort and the travelling public.

- Policy (a)** Initiate a review, in consultation with the Ministry of Highways and Infrastructure, affected business and property owners, and other stakeholders, of the highway corridors to address issues such as traffic safety, intersection improvements, public realm and private property landscaping and signage, future development options, and funding strategies.
- Policy (b)** Collaborate with the Ministry of Highways and Infrastructure through the MPDC in long range highway planning.
- Policy (c)** Consult with the MPDC in addressing the transportation of dangerous goods within the District.

**Objective 3.9.2.10: Integrated Infrastructure Planning**

To integrate planning, finance and engineering to effectively manage existing and new infrastructure in a sustainable, innovative and cost effective manner.

- Policy (a)** The District will continue to inform their decision-making processes by preparing and coordinating strategic planning, financial planning, asset management planning and other similar initiatives which shall include the MPDC.
- Policy (b)** The District shall undertake infrastructure and other studies, as necessary, to plan for changes or improvements to the District's infrastructure systems to meet current engineering standards, accommodate growth and improve operational efficiency.
- Policy (c)** The District will continue to work towards increasing public awareness of conservation, recycling and reduction of waste.



## 4 MINIMUM SEPARATION DISTANCES

### 4.1 SEPARATION DISTANCES BETWEEN USES

<b>Table 4-1: Separation Distances Between Uses (in metres)</b>  <b>Melfort Planning District</b>		<b>Municipal Wells</b>	<b>Residential *</b>			<b>Recreational Development (campground, ski hill, festival site, etc.)<sup>(4)</sup></b>	<b>Permanent Waterbodies or Watercourses</b>	<b>Urban Municipality, Resort Village<sup>(5)</sup></b>	<b>Intensive Agriculture<sup>(6)</sup></b>	<b>Hazardous Industrial<sup>(11)</sup></b>
			<b>Single Parcel<sup>(1)</sup></b>	<b>Multi-lot Country/ Resort Residential, Hamlet, Organized Hamlet<sup>(2)</sup></b>	<b>Tourist Accommodation<sup>(3)</sup></b>					
<b>Urban Municipality, Resort Village</b>		--	--	--	--	--	N/A	--	--	
<b>Airport / Airstrip<sup>(7)</sup></b>		--	--	800	--	--	800	--	--	
<b>Gravel Pit (non-clay)</b>		--	200	600	200	--	--	--	--	
<b>Waste Mgmt. <sup>(8)</sup></b>	Solid	1,600	457	457	457	457	457	457	457	
	Liquid	1,600	457	457	457	457	457	457	457	
<b>Anhydrous <sup>(9)</sup></b>	Non-refrigerated	--	305	305	305	305	--	305	--	
	Refrigerated	--	600	600	600	600	--	600	--	
<b>Industrial<sup>(10)</sup></b>		800	305	800	305	305	--	800	--	
<b>Hazardous Industrial<sup>(11)</sup></b>		1,600	1,600	2,400	1,600	1,600	1,600	2,400	1,600	

Distances are measured as follows: Between closest point of nearest:

- (1) Single residential building...
- (2) Multi-lot residential or hamlet building site...
- (3) Tourist accommodation facility...
- (4) Recreational site...
- (5) Municipal boundary...
- (6) Intensive agriculture site...
- (7) Airport / airstrip facility...
- (8) Waste management facility or lagoon...
- (9) Anhydrous ammonia storage facility...
- (10) Industrial site...
- (11) Hazardous industrial site...

... to the nearest residential building, corporate limit, ILO, airport or airstrip, gravel pit, anhydrous ammonia storage facility, waste management facility, or to the site lines for other uses.

\* All residences existing as of the adoption date of this bylaw are exempt from the separation distances required in Table 4-1.

\* Council may reduce the prescribed separation distances where appropriate fencing, screening, landscaping, berming, building and site orientation, road upgrading, or other similar measures are provided to mitigate potential land use conflicts to the satisfaction of Council.

\* Refer to Section 3.3.2.2 (g) of this DOCP for separation distances from land uses within an adjacent municipality.

\* Setbacks between ILO's and permanent waterbodies and watercourses are subject to Provincial Regulations and approvals by the Ministry of Agriculture.

## 4.2 LOCATIONAL REQUIREMENTS

### Objective 6.1.1 Variations to Locational Requirements

**Policy (a)** Council may approve lesser separation distances from the recommended separation distances identified in Table 6-1 respecting dwelling units, multi-parcel country residential developments, commercial uses, industrial parks or uses, and recreation uses. In considering the approval of lesser than the recommended separation distances, Council shall consider the following factors which are not intended as requirements for an approval but rather, to frame Council's deliberation:

- (a) written comments from any landowners within the required separation distance;
- (b) proposed mitigation measures to minimize impacts;
- (c) landforms that may affect or be affected by the impacts;
- (d) physical severances, including roadways, rail lines, or waterbodies within the separation distance;
- (e) watershed and drainage patterns, and how runoff is to be managed;
- (f) the method of material storage management and any mitigation proposed to minimize odours;
- (g) the land use designation and future land use of the lands within the separation distance; and
- (h) other factors that Council deems relevant.

**Policy (b)** Council may require a separation 20% greater than set out in Table 6-1. This would only apply where an unacceptable land use conflict would result with existing developments. (e.g. in instances where higher nearby development intensity or topographic situation results in greater potential for conflict and where such greater separation would serve to reduce the conflict to acceptable levels).

## 5 Future Land Use Concept

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The Future Land Use Concept for the Planning District reflects the present land use patterns as well as identified opportunities for, and constraints on, future land use and development within the Planning District. The concept identifies two "Policy Areas," as follows:

- (1) Mixed-Use Policy Area
- (2) Commercial and Industrial Policy Area

The purpose of these Policy Areas is to help apply the general goals, objectives and policies of the Official Community Plan, as well as objectives and policies relating more specifically to the spatial distribution of land use and development opportunities and constraints.

The designation of these Policy Areas in the Official Community Plan is shown on the map entitled "Map – 1 Future Land Use Concept", which forms part of the policies set out in this Plan.

## 5.1 MIXED-USE POLICY AREA

### 5.1.1 INTENT

The intent of the Mixed-Use Policy Area is to encourage agriculture, single-parcel residential, multiple-parcel country residential, commercial, light industrial and other compatible uses and development.

### 5.1.2 IMPLEMENTATION

- (1) Mixed-Use Policy Area development requirements, limitations and standards shall be further specified in the Zoning Bylaw. Generally, land within the Mixed-Use Area will be zoned as A-Agriculture District for agricultural development, farm-based businesses, single parcel country residential development and other compatible uses.
- (2) Lands within the Mixed-Use Policy Area occupied by existing residential, commercial, or industrial development will be zoned for such purposes in the Zoning Bylaw.
- (3) Where applications for single parcel, multiple lot country residential, commercial and light industrial subdivisions and development are made in the Mixed-Use Policy Area, Council will consider such applications favourably and make required amendments to the Zoning Bylaw to accommodate such developments where it is demonstrated that:
  - (i) site conditions are suitable for the proposed development;
  - (ii) negative environmental impacts of such development are avoided or suitably mitigated;
  - (iii) the development is compatible with adjacent existing and \ future planned land uses; and
  - (iv) the development conforms to all other relevant provisions within the respective municipalities Official Community Plan and Zoning Bylaw.

## 5.2 COMMERCIAL AND INDUSTRIAL POLICY AREA

### 5.2.1 INTENT

The intent of the Commercial and Industrial Policy Area is to accommodate a range of commercial and industrial development in select locations.

### 5.2.2 IMPLEMENTATION

- (1) Lands within the Commercial and Industrial Policy Area occupied by existing residential, commercial or industrial development will be zoned for such purposes in the Zoning Bylaw.
- (2) Elsewhere within Commercial and Industrial Policy Area, until and unless applications for commercial or industrial development are approved, land will be zoned generally as A – Agriculture District.
- (3) Where applications for commercial or industrial development or subdivisions are made in the Commercial and Industrial Policy Area, Council will consider such applications favourably and make required amendments to the Zoning Bylaw to accommodate such development where it is demonstrated that:
  - (i) site conditions are suitable for commercial or industrial development;
  - (ii) negative environmental impacts of such development are avoided or suitably mitigated;
- (4) New residential development in the Commercial and Industrial Policy Area is prohibited, except for residential use that is accessory to an approved commercial or industrial use (e.g. owners, caretakers, etc.). Existing dwellings may be subdivided subject to Section 3.4.2.3.

## 6 PLANNING TOOLS

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### 6.1 ZONING BYLAW

The Zoning Bylaw will be the principal method of implementing the objectives and policies contained in this District Official Community Plan, and will be adopted in conjunction herewith by the RM of Star City and the RM of Flett's Springs.

#### 6.1.1 PURPOSE

The purpose of the Zoning Bylaw adopted by the member municipalities for the Planning District is to control the use of land providing for the amenity of area within the jurisdiction of the RMs for the health, safety and general welfare of their inhabitants.

#### 6.1.2 CONTENT AND OBJECTIVES

The Zoning Bylaw will regulate the distances of building or structures from the property line, the minimum space to be allowed between buildings, the maximum height of buildings or structures and the maximum coverage of a site by buildings or structures.

The Zoning Bylaw will prescribe maximum and minimum lot sizes and other appropriate development standards for multiple lot country residential development, with the aim of ensuring that such development does not result in increased road hazards related to obstruction of sight lines, etc.

The RM's shall use the discretionary use procedure outlined in the Zoning Bylaw to require public notice of a proposal for the development, expansion or alteration of a solid or liquid waste management or disposal facility and shall hold a public hearing on the proposal.

When reviewing development proposals, the RM Councils may request that the developer provide information from the utility companies indicating their existing and future services in and around the area of the development proposal. The availability of such services will be a consideration by an affected RM in its position with respect to development proposals.

#### 6.1.3 AMENDING THE ZONING BYLAW

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

- (1) the nature of the proposal and its conformance with all relevant provisions of this District Official Community Plan;
- (2) the need to foster a rational pattern of relationships among all forms of land use and to protect all forms of land use from harmful encroachments by incompatible uses;
- (3) the need for the form of land use proposed and the supply of land currently available in the general area capable of meeting that need;

- (4) the capability of the existing road system to service the proposed use and the adequacy of the proposed supply of off-street parking; and
- (5) the capability of existing community infrastructure to service the proposal, including water and sewer services, parks, schools and other utilities and community services.

#### 6.1.4 ZONING BY AGREEMENT

- (1) Where an application is made to rezone land to permit the carrying out of a specified proposal, the affected RM may, for the purpose of accommodating the request, enter into an agreement with the Applicant pursuant to Section 69 of *The Act*.
- (2) Section 6.1.4 of this Official Community Plan shall apply in the review of applications for rezoning by agreement.
- (3) The affected RM may enter into an agreement with the applicant setting out a description of the proposal and reasonable terms and conditions with respect to:
  - (a) the uses of the land and buildings and the forms of development;
  - (b) the site layout and external design, including parking areas, landscaping and entry and exit ways; and
  - (c) any other development standards considered necessary to implement the proposal, provided that the development standards shall be no less stringent than those set out in the requested underlying zoning district.
- (4) The affected Council may limit the use of the land and buildings to one or more of the uses permitted in the requested zoning district.
- (5) The affected Council may consider rezoning by agreement to accommodate development or subdivision proposal when:
  - (a) limiting the uses within a zoning district or establishing project-specific development standards will mitigate land use conflict; or
  - (b) it is necessary to ensure that appropriate municipal services and infrastructure is provided.

## 6.2 DEDICATED LANDS

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

## 6.3 BUILDING BYLAW

- (1) Residential, commercial and industrial building construction shall be regulated by RM Building Bylaws.
- (2) The member municipalities will use their building bylaws to provide standards for the construction, maintenance of buildings in the community as well as ensuring acceptable physical conditions. Provisions for occupancy permits and inspections can be included in the bylaw.

## 6.4 DEVELOPMENT LEVIES AND SERVICING FEES

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



## 7 FUTURE LAND USE CONCEPT

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# MELFORT & AREA PLANNING DISTRICT

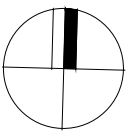
## LEGEND

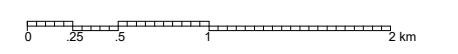
- Mixed Use
- Commercial
- Potential City Growth Areas
- Melfort Research Farm
- Rural Boundary
- District Boundary
- Lagoon Setback (457m)
- Landfill Setback (457m)
- Flight Maneuvering Area (1219.2m / 4000ft)

**CROSBY HANNA & ASSOCIATES**  407C 1st Ave. North  
Saskatoon, SK S7K 1X5  
www.crosbyhanna.ca

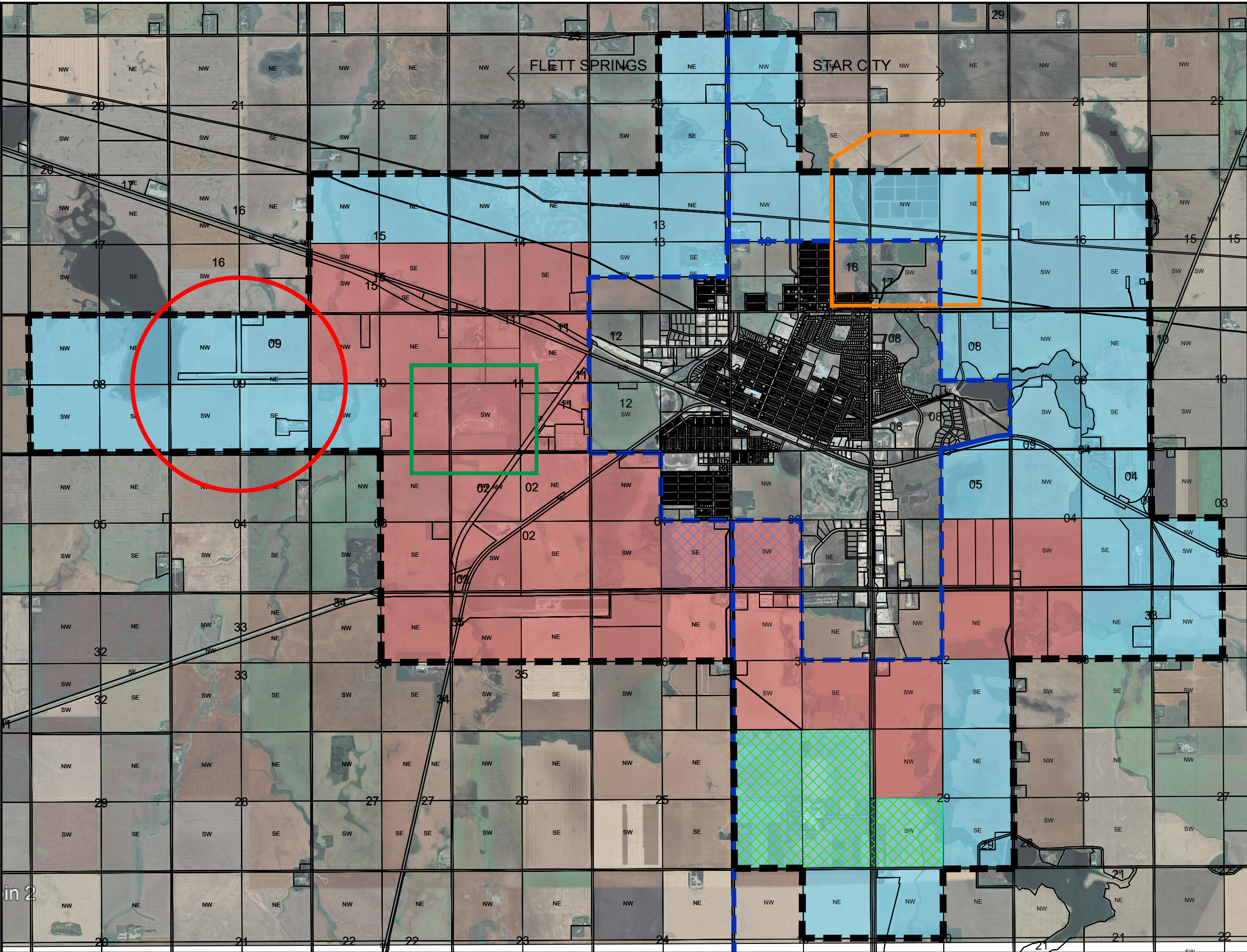
LANDSCAPE ARCHITECTURE  
COMMUNITY PLANNING

T (306) 665-3441

PROJECT NO.:	CHA 22018	
RURAL MUNICIPALITY:	MELFORT	
MAP PROJECTION:	UTM ZONE 13	
HORIZONTAL DATUM:	NAD 83 CSRS 98	
DATE:	2023-03-17	



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## 8 MULTI-PARCEL COUNTRY RESIDENTIAL AND COMMERCIAL / INDUSTRIAL DEVELOPMENT PROPOSAL WORKBOOK

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### **Melfort Planning District Multiple Parcel Residential and Commercial/Industrial Subdivision Evaluation Workbook**

This workbook is intended to allow the Melfort Planning District to thoroughly evaluate the impact of new commercial, industrial and multiple parcel country residential subdivision proposals in the Municipality. The workbook is intended to raise awareness of current development issues and identify best practices with respect to community design. The Melfort Planning District Commission (MPDC) will base recommendations on moving forward with rezoning applications related to new commercial, industrial or multiple parcel country residential subdivision proposals on the responses provided by applicants to the questions contained within this workbook, subject to other relevant Bylaws and policies of the Municipalities.

Please answer questions in the space provided within this workbook and attach additional sheets if necessary.

# 1. Natural and Built Environmental Considerations

The quality of both the physical and built environment can have a great influence on human health. These qualities may include physical human health; the natural environment’s ability to maintain living conditions such as clean air, water and a suitable climate; production of renewable resources; quality of life for all people; and the beauty / aesthetics of the environment.

**Please comment on the following development components:**

**1.1** What is the total area of the subdivision (hectares)?

Total subdivision area:

\*\*\*\*\*

**1.2** How many sites are proposed by the subdivision?

Total number of sites:

Range of site size (smallest site – largest site):

\*\*\*\*\*

**1.3** How does the subdivision design address storm water management (e.g., wet/dry ponds, natural features, linear parks, green roof treatment, permeable paving, on-site drainage)? Will stormwater be managed on-site?

Minimizing the impact of storm water helps to reduce and /or prevent pollution and flooding as well as promote aquifer recharge. Storm water management systems become increasingly important as areas become developed, both in terms of managing increased volumes and preventing pollution.

*Describe*

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**1.4** Are there potential geotechnical hazards (steep slope, streamsides, shorelines)?

Early recognition of geotechnical hazards is an important step in reducing the incidence of expensive and potentially unsafe situations.

**Yes/No**

*Describe*

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**1.5** Is this a “brown-field” site or other potentially contaminated area (e.g. old farm yard, railway right-of-way)? If yes, is environmental site remediation to be part of the development process?

Brown-field sites or land that may have been used for potentially noxious industrial or commercial purposes (e.g. dry cleaning, farm sites, gas stations) that may have been contaminated by hazardous waste or pollution and need to be restored / decontaminated before development occurs. Brown-field sites are unsafe to redevelop before an environmental remediation takes place.

**Yes/Not Applicable**

If yes, briefly outline the nature of the potential contamination and the proposed (actual) remediation approach (including the standards that were adhered to):

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Comment on inclusion of the following methods to reduce energy use and improve air quality:

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**1.6** Energy efficiency of proposed structures and / or subdivision layout (e.g., building location responding to daily sun/shade patterns, north-south orientation of residential sites, high performance envelopes, passive solar gain, solar shading, natural ventilation, ground heating/cooling).

Reducing energy consumption through design and layout of buildings and communities’ conserves non-renewable fossil fuels, reduces air, water and land pollution, and reduces energy costs to the public. Site planning and building design are key components in increasing energy efficiency.

**Yes/No**

*Describe*

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**1.8** Are there any existing wetlands that would be affected by this proposal?

**Yes/No**

*Describe*

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**1.9** Will landscaping and trees be provided within the subdivision (includes retention of existing trees)?  
Are there unique landscaping provisions that will contribute to the sustainability of the development?

**Yes/No**

*Describe*

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**1.10** Are there any significant existing environmental features that will be maintained, enhanced or destroyed on the site (e.g., tree and/or shrub or other natural feature preservation, cultural / heritage resource preservation)?

Maintaining or enhancing environmental features and significant archaeological sites helps to create a sense of community, protects the natural environment, a community's past and creates unique and distinctive places for people to live and enjoy.

**Yes/No**

*Describe*

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**1.11** What is the length (in lane metres) of the streets (by type, including walkways) in the development?

The total amount of transportation infrastructure can be compared to the size of the subdivision and expected population of the subdivision at full build-out size. A lane metre is defined as 1 metre x 2.5 metres (2.5 m2).

*Length of streets:*

\*\*\*\*\*

**1.12** Are actions proposed to mitigate noise (e.g., traffic, industry, agricultural uses)?

Mitigative measures could include noise attenuation walls, buffers, berms, vegetation, etc.

**Yes/No**

*Describe*

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**1.13** What is the layout of the street network (e.g. grid, curvilinear)?

Street layout can influence maintenance costs as well as connectivity with surrounding development. Intersections and sight lines related to streets affect traffic and pedestrian safety.

*Describe*

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**1.14** Is the development proposed to be located within 1.6 km. of a significant grassland area? If so, have you considered subdivision design elements or building standards that are intended to reduce the potential risk to the development from wildfires?

Subdivision design and development standards can minimize risk through the selective placement of perimeter fire buffer areas, access roads, trail development, parks and open space areas. Fire Smart building construction and design techniques that provide for building separation, achieve fuel modified building sites and provide landscaping, can be implemented by developers through restrictive covenants on land titles.

*Describe*

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**1.15** Please provide records of engagement and consultation with all existing residents, landowners, adjacent municipalities, and other affected stakeholders within 1.6 km (1 mile) of the proposed development.

If concerns were raised by any of the parties, please list and explain how you propose to mitigate those concerns.

*Describe*

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**1.16** Does the development meet all of the locational requirements as required by the Melfort Planning District?

**Yes/No**

*Describe*

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## 2. Economic Considerations

The importance of economic considerations in the development review process relate to the integrity of our ecological and economic systems and helps to ensure long term prosperity through the responsible use of our resources. Economic sustainability enables the maintenance, service and support of communities without upward pressure on levies, property taxes and other development charges.

**2.1** Is any prime farmland (Class 1 or 2) proposed to be developed (and therefore taken out of agricultural production) as part of this proposal?

The preservation of prime agricultural land is important to future agricultural production.

**Yes/No**

*Describe* (include approximate amount)

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**2.2** Does the subdivision have any features that will reduce the long-term costs to the municipality of operating and maintaining public services and infrastructure (e.g. reduce roads and pipes for servicing that will have to be maintained by the District)?

**Yes/No**

*Describe*

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**2.3** Does the development result in special or additional costs that are specific to this particular subdivision (e.g. special storm water issues, transportation, fences) that would not be fully recovered by municipal taxes?

**Yes/No**

*Describe*

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