



# Official Community Plan

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*Town of Saltcoats*

**Bylaw No. 09-2023**

# Official Community Plan of the Town of Saltcoats

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## The Town of Saltcoats

### Bylaw No. 09-2023

A bylaw to adopt an Official Community Plan for the Town of Saltcoats.

**WHEREAS**, the Council of the Town of Saltcoats has authorized the preparation of an Official Community Plan for the Town of Saltcoats pursuant to section 29 of The Planning and Development Act, 2007 (the Act);

**WHEREAS**, Section 35 of the Act provides that an Official Community Plan must be adopted by bylaw, in accordance with the public participation requirements of Part X of the Act; and

**WHEREAS**, in accordance with Section 207 of the Act, the Council of the Town of Saltcoats held a public hearing on \_\_\_\_\_, 2023 in regards to the proposed bylaw, which was advertised in a weekly paper on \_\_\_\_\_, 2023 and \_\_\_\_\_, 2023 in accordance with the public participation requirements of the Act.

**THEREFORE**, the Council for the Town of Saltcoats in the Province of Saskatchewan in open meeting hereby enacts as follows:

- 1) This bylaw may be cited as the "Town of Saltcoats Official Community Plan".
- 2) Bylaw No. 385 known as the "Basic Planning Statement" including all amendments are hereby repealed.
- 3) Schedule "A" attached hereto is hereby adopted as the Official Community Plan for the Town of Saltcoats.

This Bylaw shall come into force on the date of final approval by the Minister of Government Relations.

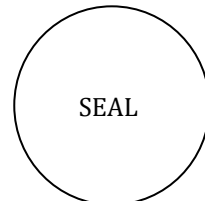
Read a First Time the \_\_\_\_ day of \_\_\_\_\_, 2023.

Read a Second Time the \_\_\_\_ day of \_\_\_\_\_, 2023.

Third Reading and adoption of this bylaw this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ADMINISTRATOR



**Schedule "A"**

Town of Saltcoats

Official Community Plan

2023

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## **1 Introduction**

### **1.1 Purpose and Authority**

The purpose of an Official Community Plan is to provide a comprehensive policy framework to guide the physical, environmental, economic, social and cultural development in the Town of Saltcoats (Town).

In accordance with Sections 29 to 32 of *The Planning and Development Act, 2007* (the Act), the Town of Saltcoats has prepared this document for adoption as the Official Community Plan. The Official Community Plan provides goals, objectives and policies of the Town relating to future growth and development.

### **1.2 Scope**

The objectives and policies of this Official Community Plan (OCP) shall apply within the incorporated area of the Town. The objectives and policies relative to neighboring municipalities shall guide Council in its actions regarding land use. All development shall conform to the objectives and policies contained in the OCP.

### **1.3 Legislative Requirements**

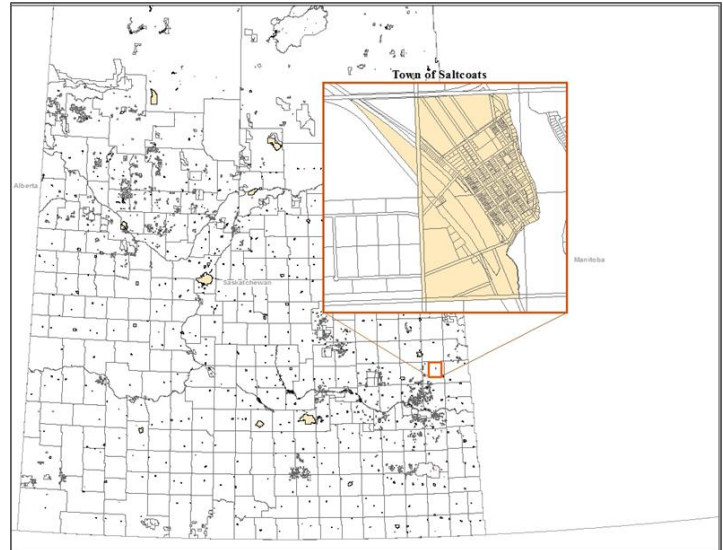
The legislative requirements for an OCP are established in Section 32 of the Act and are listed below:

- 1.3.1 An OCP must incorporate, insofar as is practical, any applicable provincial land use policies and statements of provincial interest.
- 1.3.2 An OCP must contain statements of policy with respect to:
  - a) Sustainable current and future land use and development in the municipality;
  - b) Current and future economic development;
  - c) The general provision of public works;
  - d) The management of lands that are subject to natural hazards, including flooding, slumping and slope instability;
  - e) The management of environmentally sensitive lands;
  - f) Source water protection;
  - g) The means of implementing the OCP;
  - h) The co-ordination of land use, future growth patterns and public works with adjacent municipalities;
  - i) If the municipality has entered into an inter-municipal development agreement pursuant to the relevant sections of the Act, the implementation of the inter-municipal development agreement;
  - j) The provision of municipal reserve for school purposes; and
  - k) The management of lands that are in proximity to existing or proposed railway operations.

## 2 Community Overview

### 2.1 Background & Context

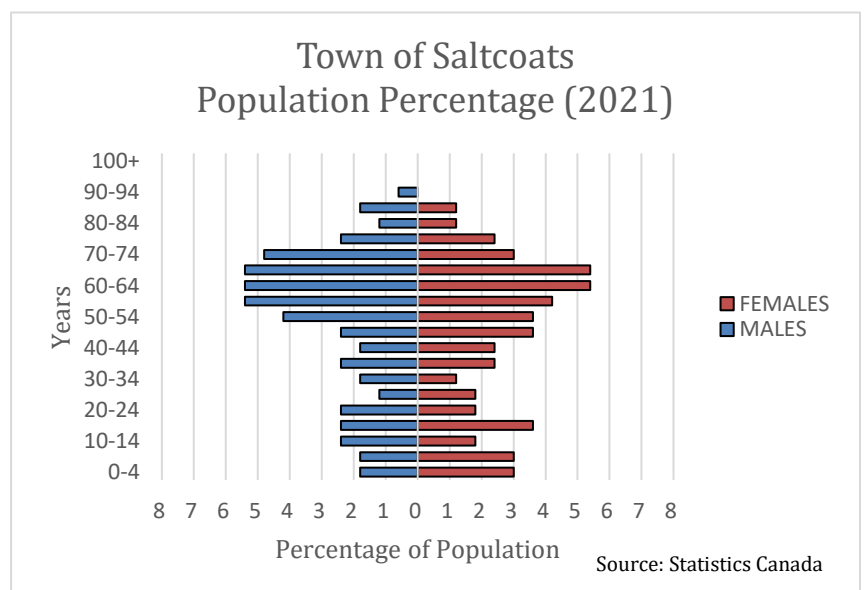
Saltcoats has a long history, established as a community in 1887 ahead of the arrival of the Manitoba and Northwestern Railway. In 1894, Saltcoats was the first village incorporated in the North-West Territories as they existed then. The community was originally named Stirling and was later changed to Saltcoats after Saltcoats, Scotland, the birthplace of a major railway shareholder and the home port of Allen Steamship Lines which brought over many of the immigrants that settled in the region. Saltcoats attained town status in 1910 and continues to serve as an attractive community.



The Town of Saltcoats is located in southeastern Saskatchewan along the Trans-Canada Yellowhead Highway No.16. It is situated approximately 27 km southeast of the City of Yorkton, 70 km northeast of the City of Melville, and 57 km west of the Manitoba border. Anderson Lake borders the Town along its eastern boundary. The picturesque setting along Anderson Lake has earned Saltcoats the nickname Laketown of Saskatchewan. The community covers a land area of approximately 1.35 km<sup>2</sup> with the Town maintaining landownership of select parcels for the provision of community services, a regional park, and to support future growth and private development opportunities. In addition to its lakefront setting along the Trans-Canada Yellowhead Highway No. 16 and proximity to larger service centres, the Town’s appeal can be attributed to the numerous local and regional employers and its central location amongst three provincial parks and a ski resort.

### 2.2 Population

The Town’s population has remained stable, experiencing a small increase in the young family demographic in recent years. According to Statistics Canada, the Town’s population decreased by 2.3% from 2016 to 2021 with a population of 473 in 2021. The population pyramid to the right illustrates the distribution of the male and female population in 2021 by age groups. The Town will want to ensure appropriate services are available to meet the needs of seniors and families with children as these age cohorts continue to grow and account for a large portion of the population. Continued support of employment and education opportunities in the region and ensuring housing availability may help to increase the population.



### **3 Guiding Growth In The Town Of Saltcoats**

#### **3.1 Vision**

It will be the purpose of the Town of Saltcoats to celebrate and enhance the quality of life we experience within the community, and to practice open and broad-minded management and sound financial planning.

#### **3.2 Values**

##### **3.2.1 Environment**

To preserve and protect the natural environment in the Town and surrounding region including the quality of the water in Anderson Lake.

##### **3.2.2 Cooperation**

To maintain and enhance relationships with surrounding communities and other organizations in order to pursue opportunities for the benefit of the region.

##### **3.2.3 Sustainability**

To support sustainable growth by implementing policies and regulations that encourage responsible development that minimizes the potential for land use conflicts.

##### **3.2.4 Residential**

To maintain and improve the quality of the Town's residential environment through responsible residential planning and management that benefits all residents.

##### **3.2.5 Lakeshore**

To ensure that the development on Anderson Lake is environmentally responsible.

##### **3.2.6 Public Safety**

To protect residents and future developments through education and awareness of hazardous lands within the Town including shoreline erosion and flooding.

##### **3.2.7 Commerce and Recreation**

To enhance the existing economic and recreation base and attract new opportunities that will support and enhance the quality of life in the Town.

##### **3.2.8 Infrastructure and Services**

To promote efficient development where there are services or where new services and infrastructure can be developed in a fiscally responsible manner.

## 3.3 Goals

The Town will strive to:

- 3.3.1 Provide for orderly and economic development of the Town;
- 3.3.2 Provide for the growth, diversity and viability of the Town through effective land use and development policies and regulations;
- 3.3.3 Avoid future conflicts between land uses and, where possible, reduce existing land use conflicts;
- 3.3.4 Provide for the effective control of land use and development within the Town while encouraging residential, recreational and economic growth.
- 3.3.5 Provide a desirable community that builds up amenities for future generations.
- 3.3.6 Bring more commerce into the Town and region.
- 3.3.7 Collaborate with adjacent municipalities and community groups on regional initiatives and to build upon existing regional assets such as the Saltcoats District Regional Park.

## 3.4 General Development Policies

The following policies apply to all future development within the Town.

- 3.4.1 Development in the Town is encouraged to be compact in form that allows for the promotion of the efficient use of land, infrastructure and access to public facilities.
- 3.4.2 Future development shall integrate into the natural surroundings and complement the existing community, landscape and vegetation. To the extent possible, vegetation shall be kept in its natural state.
- 3.4.3 Development will be encouraged in areas of existing services and infrastructure. Development may be considered where it is economical to extend or develop new services. The cost of new services shall be borne by the developer.
- 3.4.4 A range of housing options will be encouraged in appropriate areas within the Town.
- 3.4.5 The provision of green space and trails to support a walkable community will be encouraged.
- 3.4.6 When reviewing applications for development, consideration will be given to compatibility with adjacent land uses, impacts on municipal services, drainage, surface and groundwater, sewage disposal and pollution potential, provision of green space and trails, and public safety.
- 3.4.7 No new development shall be permitted on any potential unstable slope area, environmentally sensitive lands or other hazard land without first being deemed suitable by a certified professional. Development suitability will be determined in part by the investigation, risk identification and proposed mitigation measures as determined by the professional.



- 3.4.8 Where appropriate and feasible, Council may purchase or lease property, or use public investment to achieve the objectives of this Official Community Plan.

## **4 Residential Development**

### **4.1 Discussion**

Residential development is the main land use within the Town. The housing form in the community primarily consists of single-detached dwellings, accounting for approximately 90% of residential housing. The remaining housing form consists of row houses and manufactured homes. Lakeside Manor Care Home also exists within the community providing 30 long term care beds.

There currently is a limited supply of infill lots available for residential development within the existing built-up community. To accommodate demand for residential development and encourage growth, the Town has undeveloped land within its existing boundaries which provides an opportunity for expansion of residential areas.

### **4.2 Objectives**

- 4.2.1 Encourage a range of housing options appropriate for development in the community including housing appropriate for young families and seniors.
- 4.2.2 Encourage infill development and redevelopment within the Town on vacant or underutilized lots to maximize existing municipal services.
- 4.2.3 Promote efficient, sustainable and planned residential growth through strategic and targeted public investment, leveraging capacity and investment by others.
- 4.2.4 Maintain an inventory of serviced and serviceable lands, ready for residential development to allow the Town to capitalize on and respond to investment and development opportunities.
- 4.2.5 Ensure new development maintains the character of the community.
- 4.2.6 Minimize the potential for conflict between residential uses and other types of development.

### **4.3 Residential Policies**

- 4.3.1 The development of a new residential areas will be encouraged on lands identified as future residential on the Future Land Use Map.
- 4.3.2 The Town will monitor housing demand and supply to identify gaps in the housing stock and support innovative ways to meet future housing needs including but not limited to encouraging re-subdivision of larger lots in the existing residential areas.
- 4.3.3 The Town will encourage and support the establishment of affordable housing and long-term care options, and may consider opportunities to partner with housing providers and other similar organizations.
- 4.3.4 Single detached dwellings are the preferred form of housing. Manufactured homes will be allowable in specific areas designated for residential use on the Future Land Use Map, where zoning allows for the use.

- 4.3.5 Modular and RTM homes will be permitted within residential neighbourhoods if constructed to meet *Canadian Standards Association* standards and/or *National Building Code* and resemble neighbouring built dwellings.
- 4.3.6 New residential areas shall be developed and integrated with existing development in a manner that facilitates linkage to the community and lake, efficient servicing, and adheres to appropriate development standards to ensure an equitable quality of life for all residents.
- 4.3.7 The development of new residential areas will be based upon appropriate planning and engineering studies to ensure proper land use design, construction, and infrastructure. The development of a concept plan for future residential growth areas may be required and/or may be subject to a comprehensive development review. The scope of the proposed development and future land use planning objectives of the Town, will inform the need for broader area and long-term planning.
- 4.3.8 Adequate provision and location of amenities such as parks, trails, and recreational amenities will be integrated into residential areas where appropriate.
- 4.3.9 The Town will explore the implementation of incentives, grants and tax abatements to encourage residential investment and development.
- 4.3.10 Separation of conflicting land uses will be encouraged. Developments that are incompatible with residential uses shall be directed to areas designated for commercial and industrial development. Screening, land use separation, and the employment of buffers may be required to separate incompatible development.
- 4.3.11 Where low intensity commercial development can complement and provide local services and amenities to a residential area, it may be considered as a discretionary use and will be regulated through the Zoning Bylaw.

## **5 Economic Development**

### **5.1 Discussion**

The Town provides a residential community in a resort setting. Council supports commercial and business services designed to complement this function within the areas designated for commercial use. Tourism initiatives in the community and region that provide economic benefit will also be supported. Commercial and industrial lands have been strategically located along the Trans-Canada Yellowhead Highway #16. Commercial and light industrial development will be considered in these areas where the development complements the Town and serves the residents, surrounding rural community, and traveling public. Council wants to see commercial and industrial areas in the Town revitalized with new businesses moving into existing areas that are currently vacant or underutilized.

Currently, Saltcoats boasts several major industries and business that are headquartered in the community or just outside. The Town is well situated in an agricultural and potash resource area and within commuting distance to the business centres of Yorkton and Melville.

Currently, there are undeveloped areas in large land holdings located along and south of the Highway 16 and rail corridors that may be suitable for future commercial or industrial subdivision and development.

### **5.2 Objectives**

- 5.2.1 To encourage commercial development and a climate for economic investment.
- 5.2.2 To encourage the development of new commercial and industrial uses in existing underutilized commercial and industrial areas.
- 5.2.3 To encourage future commercial development in the Town that will complement and improve the community as a predominately residential and recreational area.
- 5.2.4 To ensure that commercial and industrial development will avoid conflict with residential areas and minimize negative impacts on the surrounding environment.
- 5.2.5 To ensure that future commercial and industrial development is serviced to municipal standards.
- 5.2.6 To enable home based businesses to contribute to the economy of the community.
- 5.2.7 To regulate potentially undesirable or nuisance-producing businesses and operations so as to minimize their impact on adjacent property and the Town as a whole.
- 5.2.8 To encourage mixed use commercial development in appropriate locations within the Town.

### **5.3 Policies**

- 5.3.1 An inventory of serviceable commercial and industrial lands, ready for development or redevelopment, shall be identified to support investment and development and identified on the Future Land Use Map.
- 5.3.2 Infill commercial and industrial development will be encouraged as a means of concentrating development and effectively utilizing existing services.

- 5.3.3 Council may consider and adopt policies that provide business incentives to new businesses or the redevelopment/expansion of existing businesses.
- 5.3.4 Retail, administrative and professional services shall be encouraged to locate within the Downtown Commercial District.
- 5.3.5 Allow for mixed use residential development in the Downtown Commercial District provided the development does not hamper or conflict with commercial development.
- 5.3.6 Businesses which serve the travelling public, require high visibility or large sites, or which are otherwise not suited to a central location within the community, shall be encouraged to locate in the Highway Commercial District along Highway 16.
- 5.3.7 Manufacturing or processing operations that generate offensive or noxious emissions, or involve storage of hazardous products, may be allowed subject to special locational standards and mitigation measures. Such uses shall be separated from residential districts.
- 5.3.8 Council may require screening, land use separation, and the employment of buffers, as a condition of development permit approval, or through the subdivision process.
- 5.3.9 Home based businesses in residential areas will be accommodated provided they are clearly secondary to a principal residential use and are compatible with the character and amenity of the neighbourhood.
- 5.3.10 All commercial and industrial development shall have adequate services, including roads and utilities that meet municipal standards.
- 5.3.11 New commercial and industrial development shall be required to meet the following criteria:
- a) The use shall have appropriate access to a municipal road, or provincial highway;
  - b) The use shall not generate excessive traffic onto residential streets and where possible, traffic shall be directed away from residential areas;
  - c) The use shall not generate or result in excessive noise, dust, odours, noxious fumes, or have similar negative impacts on adjacent properties;
  - d) The site is to be developed in keeping with the character of surrounding uses; and
  - e) All requirements of relevant governmental agencies shall be met.
- 5.3.12 Prior to the consideration of large scale or multi-parcel commercial or industrial development, Council may require that a concept plan or comprehensive development review be prepared. Where a concept plan or comprehensive development review is considered necessary, specific to the proposed development the concept plan will contain:
- a) The phasing of development;
  - b) The size and number of parcels proposed;
  - c) The installation and construction of roads, services, and utilities;

- d) The types of businesses or institutions proposed for the area;
  - e) The potential impacts on adjacent land uses, and proposed measures to reduce any negative impact or land use conflict;
  - f) The suitability of services and infrastructure available to the site (including direct access to and from the existing Highway, if necessary); and
  - g) The provision of storm-water retention, drainage and management.
- 5.3.13 The applicant will be required to supply supporting information from a certified professional where commercial or industrial development is proposed which involves land that may be potentially hazardous due to flooding, erosion, soil slumping, high water table or other hazard.
- 5.3.14 Commercial or industrial developments which have the potential to use significant volumes of water and/or contribute significant flows to the sanitary sewer system as a result of processing operations will be listed as discretionary uses in the Zoning Bylaw.
- 5.3.15 Prior to approval of a discretionary use application in a commercial or industrial area, Council must be satisfied that it is feasible to service the development with municipal water and sanitary sewer systems. Costs, if any, associated with demonstrating such servicing feasibility, will be borne by the applicant.

## **6 Recreation, Dedicated Lands, Tourism, and Heritage**

### **6.1 Discussion**

A wide range of recreation and tourism opportunities are available to the community and region and are an important aspect of living in the Town. They also serve as an attraction for visitors. The Town has incorporated a number of green spaces and heritage sites within its boundaries while also recognizing the natural setting and recreational opportunities that surround the community. The Town's location along Anderson Lake and proximity to the Saltcoats District Regional Park, Leflay Trail and a Wildflower Heritage and Conservation area provide several opportunities for both passive and active recreation. The Town's ice rink, curling rink and the ball diamonds and beach volleyball area located within the regional park provide further active recreational opportunities. The Town has an interest in preserving the natural attributes of the area while encouraging further recreational opportunities, services and linkages to the community.

### **6.2 Objectives**

- 6.2.1 To encourage a variety of recreational and tourism opportunities within the Town and surrounding region.
- 6.2.2 Consider Anderson Lake and the adjacent regional park as assets in providing local amenities and tourism opportunities.
- 6.2.3 To expand and build upon the range of recreational facilities and spaces through dedication and development of public lands.
- 6.2.4 To protect and preserve land that is suitable for future public recreational developments.
- 6.2.5 To recognize the value that heritage and cultural resources provide to the community and ensure that new developments conserve heritage and cultural areas and assets.
- 6.2.6 To establish an integrated and linked system of parks, campgrounds, trails and nature areas within the community and surrounding region.
- 6.2.7 To work in partnership with community groups, local businesses and surrounding municipalities on recreation and heritage initiatives in the region including campground enhancements and access trails to the Saltcoats District Regional Park.
- 6.2.8 To ensure appropriate development and activities are permitted on dedicated lands.

### **6.3 Policies**

- 6.3.1 Lands to be reserved for recreational development and green space include but are not limited to Gunn Park, Legion Park and Arboretum, Century Garden, Immigration Hall, The War Memorial, The Barnhart Heritage Trail, Leflay Trail, Firefly Promontory, The Resting Place, and the land owned by the Town used for the Saltcoats District Regional Park.
- 6.3.2 Council will encourage the development of a shared vision for the Saltcoats District Regional Park and the implementation of enhancements in partnership with community groups, municipalities in the region, and local business.

- 6.3.3 Where appropriate, consideration shall be given to use Municipal Reserve as walking paths, green space and bike trails that link to existing recreational uses and green spaces.
- 6.3.4 The Town will seek to work with the school division and local community, cultural, sports and recreational, and service groups in the promotion and provision of amenities and recreational opportunities.
- 6.3.5 Dedicated lands:
- a) The use of dedicated lands shall comply with *The Planning and Development Act, 2007*, and the *Dedicated Lands Regulations, 2009*.
  - b) The Town recognizes the importance of supporting school opportunities. At the time this bylaw was approved, there was not an identified need for a future school site within the Town. If the need for a school site is identified, the municipality will work with the Ministry of Education and the local school division to ensure the creation of a site suitable for that purpose and accommodate the school accordingly. If the need for a school site is identified in a neighbouring municipality that will accommodate students from the Town, Council may contribute funds from the dedicated lands account for the acquisition of that site.
  - c) In addition to the use of dedicated lands identified in b), the Town's policy with respect to the use and designation of dedicated lands is as follows:
    - 1) Land dedication requirements at the time of subdivision shall occur in accordance with the provisions of the Act.
    - 2) Money in lieu of municipal reserve dedication will be preferred unless the dedication of land for municipal reserve is desired by Council to meet community recreational needs.
    - 3) Funds from the dedicated lands account may be used for purchase of lands for municipal reserve, environmental reserve, or public reserve, and development thereon, either within the Town, in other municipalities, or the Saltcoats District Regional Park, that will serve the residents of the Town in accordance with provincial regulation.
    - 4) Culturally and historically lands and buildings may be conserved and protected by way of designation as dedicated lands.
    - 5) Where appropriate and practical, dedicated lands will be used to protect archaeological sites, heritage and culture resources.
    - 6) Council will encourage the subdivision approving authority, to dedicate environmental reserve for lands that have environmental constraints or are potentially hazardous, in accordance with section 185 of the Act.
    - 7) At the time of subdivision, Council will work with the approving authority and the proponent to employ as required or desirable, municipal buffer strips and walkways.

- d) Where appropriate, municipal reserve may be used as, or integrated with, walking paths, green space, and trails.
- e) Municipal reserve, environmental reserve and public reserve shall not be used for private structures, camping or other similar privately run facilities. Unauthorized development and encroachment on dedicated lands shall be prohibited.
- f) Council may, by resolution, authorize temporary Town-sponsored community events on dedicated lands.
- g) Subdivision proposals which include or are adjacent to waterbodies or retention ponds should include walking paths to or surrounding the waterbody such that public access can be maintained.

### 6.3.6 Heritage and Culture

- a) Heritage and cultural resources will be considered an asset to the community and region. The Town will encourage heritage and cultural assets to be operated and maintained appropriately to avoid becoming derelict and deteriorated.
- b) The Town will support the promotion and retention of local heritage and cultural assets by maintaining an inventory of such resources that is available to the public.
- c) The Town will encourage and support applications for the restoration and possible reuse of heritage properties and pursue funding opportunities where possible.
- d) Council will work with agencies of the provincial government to protect any significant heritage resource. Where development has potential has been identified, Council may delay development decisions until such time as the requirements of the relevant provincial agencies to protect such resources have been obtained.



## **7 Infrastructure and Services**

### **7.1 Discussion**

Sustainable and cost-effective service delivery is a priority for the Town. The Town recognizes the need for proactive infrastructure and service planning to ensure there is sufficient capacity to accommodate existing residents and future growth. The Town has identified areas where capital investments are required to improve infrastructure and ensure the community is receiving consistent levels of service. These areas include road and water treatment plant upgrades, a lagoon expansion and water and sewer system connection improvements. The Town has initiated some of the identified infrastructure improvements. Council will utilize infrastructure and service planning to prioritize further investment and upgrades while investigating strategies to leverage investments. The Town will continue to work with the RM to provide fire services.

The Town operates the Saltcoats District Historical Cemetery within its boundaries. The cemetery recently underwent an expansion. The Town also owns the Saltcoats and District Community Hall which has undergone renovations and a renewal in recent years. A community service building provides additional meeting and rental space and a branch of the Parkland Regional Library operates out of the building. A kindergarten to grade 8 elementary school, the Saltcoats and District Day Care Centre and a privately run playschool are located in the Town and continue to serve the growing number of children in the community.

There is an active railway passing through the Town owned by the Manitoba and North-Western Railway Company of Canada. There is a need to monitor development in proximity to the railway, but does provide some additional opportunities for economic development.

### **7.2 Objectives**

- 7.2.1 To improve and maintain the existing level of services and provide economically sustainable infrastructure and services.
- 7.2.2 To provide for road, utility and other services and facilities at a standard appropriate for the Town and ensure development will support the cost of those services.
- 7.2.3 To continue to maintain appropriate municipal fire protection services for the Town and RM of Saltcoats.
- 7.2.4 To ensure new development will not place a financial burden on the Town and will be carried out in a fiscally responsible manner.
- 7.2.5 To ensure there are appropriate services and capacity of utilities to new developments.
- 7.2.6 Take a proactive approach in infrastructure planning and asset management in order to direct investment and conserve financial resources.
- 7.2.7 Ensure that development in proximity to railway operations is safe and does not jeopardize normal railway operations.

### **7.3 Policies**

- 7.3.1 Construction and maintenance of infrastructure and services shall be carried out in a manner that minimizes adverse environmental impacts.

- 7.3.2 Where there is a clear need for new types of services or facilities, such services may be provided by the Town where such services or facilities can be provided on a user-pay basis.
- 7.3.3 The Town will maintain fire protection services and continue to work with the RM of Saltcoats to provide regional fire protection services.
- 7.3.4 Subdivision and development permit applicants may be referred to the local fire chief for comment prior to decision taking place on the application.
- 7.3.5 The Town shall ensure that emergency and responsive plans are current and reflect changes in land use or activities.
- 7.3.6 The cost of installing streets, utility services and other public facilities required for a new subdivision shall be borne by the developer, rather than the Town, and shall be included in the terms of a servicing agreement.
- 7.3.7 Require that new developments include pedestrian linkages, where appropriate, to ensure pedestrian continuity and safety within neighbourhoods and to destination points.
- 7.3.8 Water and Solid and Liquid Waste
- a) Development shall proceed only when an adequate and sustainable water supply has been demonstrated and accepted by the Town.
  - b) Where appropriate, the developer shall provide sufficient information about the potential impacts on the existing water supply.
  - c) Council will ensure new development does not impact the quality of water from municipal wells.
  - d) Developers may be required to provide a professional study to demonstrate potential impacts to source water as well as mitigation measures.
  - e) All provincial requirements for solid and liquid waste disposal facilities shall be met including location, setback, and servicing requirements.
  - f) The Town will work with the RM of Saltcoats to ensure development does not restrict future lagoon expansion required to meet the needs of the community.
- 7.3.9 Streets and Roadways
- a) All development shall require direct access to a developed road. A developed road shall mean an existing all-weather road on a registered right-of-way, or a road for which a signed agreement has been made with Council to provide for the construction of the road on a registered right-of-way to a standard approved by Council.
  - b) New developments that ensure safe and functional access from adjacent roadways.
  - c) New road systems shall accommodate fire protection and emergency service vehicles.

- d) Where a development is proposed adjacent to a provincial highway or has the potential for significant impact, the Town will refer the application to the appropriate provincial authority.
- e) Streets and traffic signs will be maintained by the Town.
- f) Council shall undertake a program for the improvement of streets within the Town.

### 7.3.10 Railways

- a) Development in proximity to railways shall take into consideration the *Guidelines for New Development in Proximity to Railway Operations* document.
- b) Where new development is proposed in proximity to a railway operation, consultation with the railway company may be required prior to issuing a permit for a proposed development or prior to proceeding with a subdivision.
- c) Where a new or expanding development is proposed in proximity to a railway operation, Council will consider public safety and the potential for land use conflicts and nuisance to the rail operation and the proposed development.
- d) If sufficient safety measures, or nuisance mitigation, cannot be reasonably implemented, Council may deny the development proposal.
- e) Specific regulations for development in proximity to rail operations will be provided in the Zoning Bylaw.

### 7.3.11 Asset Management

- a) The Town will aim to develop and maintain a 5-year capital plan to ensure growth will not place an undue strain on municipal infrastructure or public service facilities. The plan shall include an upgrade schedule for the Town's existing infrastructure and facilities and identify new improvements that should be completed.
- b) The Town will investigate and monitor the adequacy of service levels provided throughout the community and upgrade or expand infrastructure systems as outlined within their capital plan to meet the needs and objectives of the Town.

## **8 Hazard Mitigation & Environmental Management**

### **8.1 Discussion**

The Town recognizes Anderson Lake and the natural setting that surrounds the community as an asset that should be preserved and integrated with the community for the enjoyment of the residents, visitors and future generations. It is also noted that the lake and some wetland area within the Town are habitat for various plant and animal species. The Town will work with all levels of government and developers to ensure that any impacts of development are minimized on Anderson Lake and other water bodies, and that hazard land management occurs to mitigate potential risks to new development.

At the time of adoption of this bylaw, the Town has identified the following sites within or proximate to the Town which may contain lands and soils potentially contaminated due to the nature of historic use(s): Parcel BD, Plan 101781648; N ½ 12-24-02-W2M; Lots 1 and 2, Blk 6, Plan 4383, and the area of the rail right-of-way. Locations with higher potential for contamination due to the inherent nature of hazardous materials storage, both past and present, must be considered at the time of development or subdivision review (Eg. railyards, fertilizer depots, service stations, and similar).

### **8.2 Objectives**

- 8.2.1 To ensure that future development does not have a negative impact on the water quality, environmental resources and environmentally sensitive areas including Anderson Lake.
- 8.2.2 To ensure that development does not occur on potentially hazardous or contaminated lands without adhering to appropriate development standards and mitigation measures.
- 8.2.3 To improve, restore and maintain the water quality of Anderson Lake.
- 8.2.4 To work with neighbouring municipalities, stakeholders and organizations to protect and preserve the quality, longevity and enjoyment of Anderson Lake.
- 8.2.5 To minimize the risks of flooding, erosion, instability and other physical hazards through development controls.
- 8.2.6 To extend the responsibility for sound environmental and hazard land management to property owners and developers.

### **8.3 Policies**

- 8.3.1 Critical Wildlife Habitat
  - a) To encourage local biodiversity and protect ecosystems from the impacts of development, the Town may:
    - 1) Encourage or require sustainable landscaping methods, such as xeriscaping, to combat and manage water erosion, and storm water drainage.
    - 2) Encourage or require the incorporation of natural drainage and water retention areas into the site design of new development.

- b) For the development on lands previous under-developed, or currently under cultivation, the presence and protection of natural habitat and at-risk species will be considered. Additional project screening, and coordination with the appropriate provincial ministry or agency may be required.

### 8.3.2 Hazards

- a) Where development is proposed on potential flood hazard land, flood elevation data will be required, at the developer's expense, to determine if the development is located in the flood way or fringe.
  - 1) It is noted that an estimated peak water level of 529.12 m above sea level for Anderson Lake was established by the Water Security Agency in 2011, but it is understood that this elevation may be subject to revision based on new circumstances. Confirmation of the flood elevation should be determined for applications made in any potential flood prone area.
- b) The Town will prohibit the development of new buildings and additions to buildings in the flood way of the 1:500 year flood elevation of any watercourse or water body.
- c) The Town will require flood-proofing 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 in the flood fringe.
- d) A conservative estimate of potential flood hazard land will be shown on the Future Land Use Map. Assessment for hazard risk and development suitability will occur at the time of development or subdivision application.
- e) The Water Security Agency or other appropriate professionals may be utilized as a source of technical advice regarding flood levels and flood proofing techniques. Developments may be referred to the Water Security Agency or other appropriate professionals for review and comment. Should non-governmental expertise be required, the responsibility and cost shall be solely that of the proponent.
- f) Where development is proposed on potential hazard land, including land that may be hazardous due to slumping, slope instability or flooding, the developer shall provide at their expense an investigation prepared by a certified professional to determine the suitability and limitations of a site for the proposed development. As applicable, any investigation shall assess the geotechnical suitability of the site, susceptibility to flooding, or other environmental hazards, together with any required mitigation measures such that the certified professional would endorse a proposed development. Any required or recommended measures may be attached as a condition for development permit approval or the development may be refused where the site is not appropriate for the proposed development.
- g) Where land to be subdivided contains land that is a swamp, marsh, drainage course or land subject to seasonal or frequent flooding, such lands will generally be recommended for approval as Environmental Reserve and may be restricted for development.
- h) Lands with higher potential for, or known, contaminated lands will be reviewed for development suitability. Proponents may be required at their expense to undertake environmental assessments, and the Town may consult with the appropriate authority in its development review.

### 8.3.3 Source and Groundwater Protection

- a) Development shall not deplete or pollute groundwater resources within or adjacent to the Town. The Town will consider the impacts of development on water bodies, waterways and shore lands. If necessary, development applications will be referred to applicable agencies and departments for review and comment.
- b) Professional studies or assessments may be required as part of a development application in proximity to groundwater resources and extraction points.

### 8.3.4 Lakeshore Management

- a) The dedication of land may be required at the time of subdivision to provide public access to Anderson Lake.
- b) To ensure protection of shorelines, a portion of all lands within the side or bank of Anderson Lake may be designated as dedicated lands at the time of subdivision as required by the subdivision approving authority.
- c) Where a proposed development may have potential effects on Anderson Lake or its shoreline, the Town may consult with provincial and federal government agencies including Water Security Agency, the Ministry of Environment and the Department of Fisheries and Oceans. Applicants are responsible for obtaining and providing the Town with all required provincial and federal permits and approvals prior to development taking place.
- d) Development shall not:
  - 1) Activate shoreline soil movements away from or towards neighbouring property;
  - 2) Lower the quality of adjacent water bodies;
  - 3) Increase the risk of flooding;
  - 4) Block access along the shoreline or across public lands;
  - 5) Cause a hazard to the safety of the general public.

### 8.3.5 Public Health and Safety

- a) Activities that generate litter, unacceptable noise, air emissions, dust, liquid and solid hazardous wastes, or that store regulated quantities of hazardous materials shall be strictly regulated and, if permitted, shall be located well away from residential uses and other natural or developed features or areas where residents may be impacted by pollution.
- b) Vacant properties and open space areas outside maintained parks shall be kept free of litter and debris, abandoned vehicles, derelict structures, polluted soil and groundwater, and other pollution and nuisances.
- c) Where development is proposed in proximity to an above or below ground pipeline or other utility, the Town may refer applications to said operator, and apply industry accepted standards with respect to separation and mitigation measures.

### 8.3.6 Drainage

- a) Adequate surface water drainage will be required throughout the municipality and on new development sites to avoid flooding, erosion and pollutions.
- b) Where new subdivisions and developments are proposed, a study completed by a certified professional, at the developer's expense, may be required. The study must identify the expected impact on existing drainage systems and patterns, surrounding properties and the proposed method of addressing future drainage.
- c) A proposed development will not be approved if storm water run-off or drainage patterns could be detrimental to the environment, the proposed development, or adjacent properties.
- d) The development and maintenance of drainage projects is supported in order to ensure proper water collection and drainage, reduce runoff and pollution into Anderson Lake and to mitigate other potential impacts and associated costs to the Town and residents.
- e) Unauthorized drainage of surface water runoff from any land throughout the Town shall be prohibited. Natural water courses shall not be filled or altered without the prior approval of the Water Security Agency, Ministry of Environment, and the Town.
- f) Soft-surfacing and other natural infiltration techniques will be encouraged to minimize runoff and replenishment of ground water resources.

## 9 Policies for Implementation

### 9.1 Zoning Bylaw

- 9.1.1 The Town of Saltcoats Zoning Bylaw will be the principal method of implementing the objectives and policies included in this Official Community Plan (OCP).
- 9.1.2 The regulations in the Zoning Bylaw will be consistent with the OCP. If there are any inconsistencies between the policies in the OCP and the regulations in the Zoning Bylaw, the OCP shall take precedence.
- 9.1.3 The Zoning Bylaw will implement the land use policies contained in this Official Community Plan by prescribing standards and regulations and through the use of the following zoning districts.
- 9.1.4 Amendments to the Zoning Bylaw shall only be considered where consistent with the OCP. Amendments to rezone shall be in keeping with the Future Land Use Map.
- 9.1.5 For purposes of accommodating a rezoning for unique development situations, Council may consider entering into rezoning agreements or *Contract Zoning*, pursuant provisions of *The Planning and Development Act, 2007*, for site specific development based on the following guidelines:
  - a) The rezoning to permit the development will not unduly conflict with adjacent land uses that are legally permitted uses within the proposed or adjacent zoning district;
  - b) The rezoning will be used to allow a specific use or range of uses contained within the zoning district to which the land is being rezoned; and
  - c) The development or redevelopment of the site for the specific use will be of benefit to the immediate area and the municipality as a whole.

### 9.2 Future Land Use and Zoning Bylaw Mapping

- 9.2.1 The Future Land Use Map attached to and forming part of the OCP identifies existing patterns of land use and development and the location intended future forms of development. Potential exceptions are discussed in 9.2.6.
- 9.2.2 The Future Land Use Map policy area designation is meant as a planning guide. Further investigation and consultation with the appropriate provincial and federal agency or qualified professional may be required prior to subdivision or development approval.
- 9.2.3 Residential Policy Area:
  - a) Lands within the Residential Policy Area are generally occupied by existing residential development, and future applications will be zoned for such purposes within the Zoning Bylaw as a Residential District.
  - b) The R1 – Residential District is intended to be employed throughout Town on lands used principally for residential purposes.



- c) The R1A – Lakeshore Residential District is intended to be employed exclusively on residential lands that back directly on to Anderson Lake.

### 9.2.4 Commercial/Industrial Policy Area:

- a) Lands within the Commercial/Industrial Policy Area are generally occupied by existing commercial or industrial development, and future applications will be zoned for such purposes within the Zoning Bylaw as a Commercial or Industrial District as required.
- b) The C1 – Town Commercial District is intended to be employed primarily for small lot development in the area of the traditional commercial core and where located east of the rail line.
- c) The C2 – Highway Commercial District is intended to be employed for medium to large lot commercial development along the Highway 16 and rail corridor, or for lands located west of said corridor.
- d) The I – Industrial District is intended to be employed for medium to large lot industrial development along the Highway 16 and rail corridor, or for lands located west of said corridor.

### 9.2.5 Urban Reserve Policy Area:

- a) Lands within the Urban Reserve Policy Area are generally undeveloped and held in large land holdings. These areas are intended to remain as such until such time as future development or subdivision proposals are considered whereby land use designation and zoning amendments are required for the intended use.
- b) Initially, the UR – Urban Reserve District is intended to be employed in these areas.
- c) Areas west of the Highway 16 and rail corridor are intended for future commercial and industrial development.
- d) Areas north of the existing developed residential area of the Town (ie. north of Tupper Street) are intended for future residential development.

### 9.2.6 Transitional Land Use Policies:

- a) Initially, Zoning Districts will be assigned to lands to reflect current land uses and may not reflect a 1:1 correlation with the assigned land use policy area designation. It is the intent of the Town for the use of these lands to transition over time.
- b) Existing land uses can remain, where compliant with the initial Zoning District assigned. Upon application for change in land use or intensity of land use, or for proposed subdivision, land use designation or a zoning map amendment will be required to harmonize land use policy and zoning assignment prior to approval of new development or subdivision.

## 9.3 Servicing Agreements & Development Levy Agreements

- 9.3.1 Servicing agreements between the Town and developers will be required for any subdivision that involves new or expanded services, or contributions towards future upgrades or expansions. In accordance with Section 172 of *The Planning and Development Act, 2007*, servicing agreements shall address the type,

standard and timing of installation or construction of services, or monies to be set aside for future servicing needs.

- 9.3.2 The Town will work with adjacent and nearby municipalities to establish servicing requirements in order to coordinate services between the municipalities, where appropriate.
- 9.3.3 Council is authorized to establish, by bylaw, development levies to recover the capital costs of services and facilities associated with a development approved through the development permit application process in accordance with Section 169 of *The Planning and Development Act, 2007*. The amount of development levies shall be based on an infrastructure study prepared by a professional engineer that is licensed to practice in Saskatchewan.
- 9.3.4 In accordance with The Planning and Development Act, 2007, if Council adopts a development levy bylaw, a development levy agreement between the developer and the Town may be required to address the type, standard and timing of installation, or construction, of services.

### 9.4 Inter-jurisdictional Cooperation

- 9.4.1 The Town supports open communication and engagement with communities in the region including the RM of Saltcoats and surrounding urban municipalities, First Nations and Métis Locals to ensure the Town and region, as a whole, grow and advance for mutual benefit.
- 9.4.2 The Town recognizes and will pursue opportunities for strategic, flexible and innovative partnerships including those for the development or upgrading of public works, public facilities, transportation infrastructure, and service delivery and housing.
- 9.4.3 Lands available within the Town will be monitored to ensure a sufficient supply to accommodate new subdivision and development. Where additional land inventory needs are identified, or as a result of a request from a third party, the Town will seek a productive and fair approach in discussions of restructuring and will follow the legislated restructuring process.
- 9.4.4 The Town will consult with the RM of Saltcoats where a proposed amendment to the OCP, Zoning Bylaw or proposed development may have an impact and be of interest to the RM. The Town will work with the RM of Saltcoats to establish a process for managing land in areas of common interest.
- 9.4.5 The Town will encourage appropriate development and land use patterns which are adjacent or in proximity to the Town. Development and land use patterns that would hinder the future expansion of the Town boundaries or negatively impact the water quality or enjoyment of Anderson Lake shall be discouraged.
- 9.4.6 The Town will encourage collaboration with neighbouring communities and other organizations to pursue initiatives for regional benefit and to build upon existing regional assets including the Saltcoats District Regional Park.
- 9.4.7 Pursuant to *The Planning and Development Act, 2007*, Council may enter into an inter-municipal development agreement with another municipality to address issues that cross jurisdictional boundaries.
- 9.4.8 Council shall cooperate with provincial authorities to enforce fire safety, flood protection, environmental protection and shoreline pollution control regulations with the Town.

- 9.4.9 Council may purchase or lease property, within the Town boundaries or RM of Saltcoats, or use public investment to achieve the objectives of this OCP.
- 9.4.10 Where proposed development may impact treaty rights, access or use of crown lands, the municipality will seek to engage with First Nations and Métis Locals in the area that may be affected.

### Provincial Land Use Policies

- 9.4.11 This Official Community Plan shall be administered and implemented in conformity with applicable provincial land use policies, statutes and regulations and in cooperation with provincial agencies.
- 9.4.12 Council will review this Official Community Plan and the accompanying Zoning Bylaw for consistency with provincial land use policies.
- 9.4.13 Wherever appropriate and in the municipal interest, Council will avoid duplication of regulation of activity and development governed by provincial controls.

## 9.5 Comprehensive Development Reviews

- 9.5.1 Comprehensive Development Applications and Reviews: Where Council deems a proposed subdivision or development to have significant impact on the land it is to occupy, municipal infrastructure or services, environmental conditions, public safety, or general public well-being, it may require a proponent to provide a detailed application submission and narrative which may include the following:
- a) A detailed site layout of proposed new development including roadways, access locations, the location of dedicated lands, potential building locations, dedicated lands and utility parcels, and development phasing if applicable.
  - b) Any professionally prepared report deemed necessary by Council to determine the suitability of development with respect to potential natural or human-induced hazards, any limitations to future development, and any required mitigation measure to ensure the suitability of the development.
  - c) Any professionally prepared report to address water and sewage provision and capacity, surface water drainage, or appropriate fire suppression and emergency planning.
  - d) Any other matter deemed by Council as necessary to guide a fully informed decision.
- 9.5.2 The initial scope of the comprehensive development application will be scaled appropriately to the proposed subdivision or development, and applicants are encouraged to consult the Town for initial requirements prior submission of a development or subdivision application.
- 9.5.3 The outcome of the findings in the application or any professional report prepared thereto, may help form the basis of a servicing agreement, or approval condition. Once the comprehensive development application has been reviewed and accepted by Council, no subsequent subdivision or development shall occur without the acceptance of any revision by Council.

## 9.6 Concept Plans

- 9.6.1 Pursuant to Section 44 of the Act the Town may adopt concept plans to provide a general framework to

guide future subdivision and development of an area of land. Concept plans are to be amended into the OCP.

### 9.7 Administration

- 9.7.1 This Official Community Plan is binding on Council and all development within the Town.
- 9.7.2 Plans and projections for future development shall be monitored on an ongoing basis. Policies contained in this OCP, including the Future Land Use Map should be reviewed and updated every five (5) years, but it is recommended yearly reviews are completed to keep the policies and regulations current.
- 9.7.3 The Town may endeavor to develop and create a separate Official Community Plan implementation plan. The primary purposes of the implementation plan would be to identify an inventory and the condition of the Town's assets, and establish priorities, action items, and timelines for maintenance and investment, to ensure a planned, sustainable, and coordinated approach to land use planning and development.
- 9.7.4 The interpretation of words as contained in the accompanying Zoning Bylaw shall apply to the words in this statement.
- 9.7.5 If any part of this Official Community Plan is declared to be invalid for any reason, by an authority of competent jurisdiction, that decision shall not affect the validity of the Plan as a whole, or any other part, section or provision of this Plan.

## Appendix A