



**City of Lloydminster
Request for Decision (RFD)**

Subject Matter: Land Use Bylaw Update Project

Department: Operations

Presented By: Natasha Pidkowa

Council Meeting Date: October 2, 2023

Recommendation:

That Council accept the report on the Land Use Bylaw Update Project as information.

Issue: A comprehensive update to the Land Use Bylaw No. 5-2016 is required.

Background: During the August 21, 2023 Regular Council Meeting, through Motion No. 304-2023, Council approved the award of the Land Use Bylaw Update Project to ISL Engineering and Land Services (ISL). In the time following the initial award of the project Administration and ISL have begun the initial phases of the Land Use Bylaw Update.

A project kick-off meeting has occurred between Administration and ISL. This meeting established a schedule for the project's delivery, detailed the necessary public engagement events, and clarified expectations for the project's alignment with existing policy including Council's Strategic Plan and the Municipal Development Plan. In this initial meeting a plan was laid out and set into motion to have the update completed by Q3 2024. ISL, in collaboration with Administration, has developed an Engagement, Communications and Risk Management plan detailing the engagement and communications aspects of the project to ensure ample opportunity for public interaction and feedback.

The Land Use Bylaw Update project is currently in phase one of the established schedule. This initial phase is composed primarily of gathering data and information through reviewing existing plans and policies as well as through public engagement to ensure that the updated Bylaw reflects the needs of the community as best as possible.

Communication: Public engagement is vital to the success of this project. Administration and the ISL team have been working to create communications material and plan engagement events for the project's first phase. These materials, which will be shared when finalized, include the creation of a website, social media posts, a video introducing what a land use bylaw is and why we have one. Additionally, residents and interested parties can expect to see this initiative advertised through the City's website and local newspaper. Mid-October the team will be releasing self directed activities including an online survey allowing input to be provided on several aspects of the project. Additionally, the Team invites the Community to an Open House:

DATE: Wednesday, October 25, 2023

TIME: 5:00 pm – 8:00 pm

LOCATION: OTS Room; Servus Sports Centre

ISL and Administration will provide information boards and facilitate discussions as well as self-directed engagement activities.

The first phase of the Land Use Bylaw Update is on schedule to reach completion in November 2023. Phase two of the project will be characterized by compiling the changes into a first draft of the Land Use Bylaw and will include engagement events in similar formats to phase one. This will ensure there are additional opportunities for members of the public and interested parties to participate in the project. The third and final phase of the project will include the refinement of the draft Land Use Bylaw based on the feedback received from the public and interested parties received in phase two as well as feedback received via the phase 3 engagement and will result in the finalized Land Use Bylaw being delivered in the fall 2024 for Council's consideration.

Administration continues to commit to regular project updates presented to Council as the project progresses through the established phases.

Objective: The Land Use Bylaw Update Project's intended outcomes include, and are not limited to:

- Create zoning that is in alignment with community standards and priorities.
- Align land use regulations with City Council's strategic priorities.
- Provide clearer definitions.
- Provide clarity to how the City develops over time.
- An updated, user-friendly document.

Options:

1. That Council accept the report on the Land Use Bylaw Update Project as information.

Alignment with Strategic Plan: This item is in alignment with the following strategic area: Delivering Good Governance. Providing residents and businesses opportunities for development with red tape reduction, flexibility, clarity and a more user-friendly Land Use Bylaw that will better meet service needs and provide additional opportunities for growth and development within the municipal boundary of the City of Lloydminster.

Legal Review: N/A

Governance Implications: An updated Land Use Bylaw will be created and brought forward for updates and review during the lifespan of the project.

Budget/Financial Implications: The Land Use Bylaw Update Project (Capital Project No. 2231002) is an approved 2023 Capital Budget item.

Environmental Implications: N/A

Report Approval Details

Document Title:	Land Use Bylaw Update Project.docx
Attachments:	
Final Approval Date:	Sep 28, 2023

This report and all of its attachments were approved and signed as outlined below:

Don Stang

Doug Rodwell

Task assigned to Dion Pollard was completed by delegate Denise MacDonald