

THE WAY WE GROW

TERMS OF REFERENCE

FOR THE PREPARATION AND AMENDMENT OF

NEIGHBOURHOOD STRUCTURE PLANS

IN EDMONTON'S URBAN GROWTH AREAS

APRIL 2014

TRANSFORMING | **EDMONTON**

BRINGING OUR CITY VISION TO LIFE



THE CITY OF
Edmonton

TABLE OF CONTENTS

1. INTRODUCTION	1
1.1 Goal of Terms of Reference	1
1.2 Application of the Terms of Reference	1
2. WHAT IS A NEIGHBOURHOOD STRUCTURE PLAN	2
2.1 NSP Definition	2
2.2 Authority and Policy Alignment	2
2.3 Boundaries	4
2.4 Initiation of NSPs	4
2.5 Authorization Process and Integrated Infrastructure Management Planning	4
3. PLAN CREATION PROCESS	5
3.1 Pre-application	7
3.1.1 Pre-application Meetings	8
3.1.2. Consultation with Neighbourhood Stakeholders	9
3.2 Submission and Review of the NSP Document	9
3.2.1. Initial Review	9
3.2.2. Circulation	10
3.2.3. Public Involvement During Application Review	10
3.3 City Council Consideration	11
4. CONTENT REQUIREMENTS	12
4.1 Overarching Requirements	12
4.1.1 Images, Photos and Maps	12
4.1.2. Clear, Concise Policy	12
4.1.3. Identification of Key Statistics	13
4.2 Sample Table of Contents	14
4.3 Required Figures	25
5. AMENDING AN EXISTING NSP	28
5.1 Process	30
5.2 Amendment Submission Requirements	30
APPENDIX 1: Formal Submission Requirements	32
APPENDIX 2: Statistical Calculations	34
APPENDIX 3: References and Technical Requirements	35
GLOSSARY	38

1. INTRODUCTION

The art and practice of creating and developing a community in the City of Edmonton is an exciting and challenging prospect. It is about building communities that are healthy, vibrant and sustainable. It is about developing neighbourhoods that respect the natural environment, honour local history and context, and establish a compelling vision for the future. However, it is also about reconciling provincial statutes, business practices, and municipal Bylaws, policies and procedures, with City Council, citizen and industry expectations.

Neighbourhood Structure Plans provide a framework for the future development of lands and provide an intermediate link between an Area Structure Plan and future rezonings and subdivisions. A great Neighbourhood Structure Plan (NSP) achieves a balance between showcasing the vision for a neighbourhood, meeting stakeholder interests, and adhering to sustainable planning principles, and policy and Bylaws. The *Terms of Reference* will guide the preparation of great Neighbourhood Structure Plans.

1.1 GOAL OF TERMS OF REFERENCE

Any new neighbourhood can be a great neighbourhood and there are many ways to achieve success. At the foundation of this document is a clear understanding that no two neighbourhoods are alike, nor should they seek to be, yet there are fundamental principles that are a part of every great neighbourhood. Demand for new housing, services and amenities, and the particular neighbourhood forms designed to meet the needs of our growing population, are as varied as our current and future residents.

A NSP should be both a document describing the vision for a neighbourhood and a practical decision making tool to guide development. In order to achieve this goal, the *Terms of Reference* will define the process, content and format requirements for new NSPs and amendments in the urban growth areas.

1.2 APPLICATION OF THE TERMS OF REFERENCE

This document applies to the preparation of new NSPs and amendments to NSPs in Urban Growth Areas, which are identified for future growth in Edmonton's Municipal Development Plan (MDP), *The Way We Grow*. These areas are identified in green in Figure 1. Where information requirements and standards change over time, this *Terms of Reference* will be updated as required by Current Planning.



2. WHAT IS A NSP?

2.1 NEIGHBOURHOOD STRUCTURE PLAN DEFINITION

Neighbourhood Structure Plans (NSPs) describe the general pattern of development and subdivision in a new residential neighbourhood by:

- defining a design vision;
- designating the type and location of land uses;
- establishing a transportation network;
- identifying the pedestrian network, the bicycle network, and top-of-bank walk/roadways (if applicable);
- identifying location size and configuration of schools, parks, open space systems and natural areas;
- providing general servicing schemes and a staging pattern for development;
- providing information on population sizes and densities;
- identifying the location and size of neighbourhood facilities;
- identifying expected population and capacity; and
- addressing any other matters that City Council or the Province deems necessary.

The policies of NSPs guide subsequent stages of neighbourhood development such as zoning, subdivision, infrastructure design and construction.

2.2 AUTHORITY AND POLICY ALIGNMENT

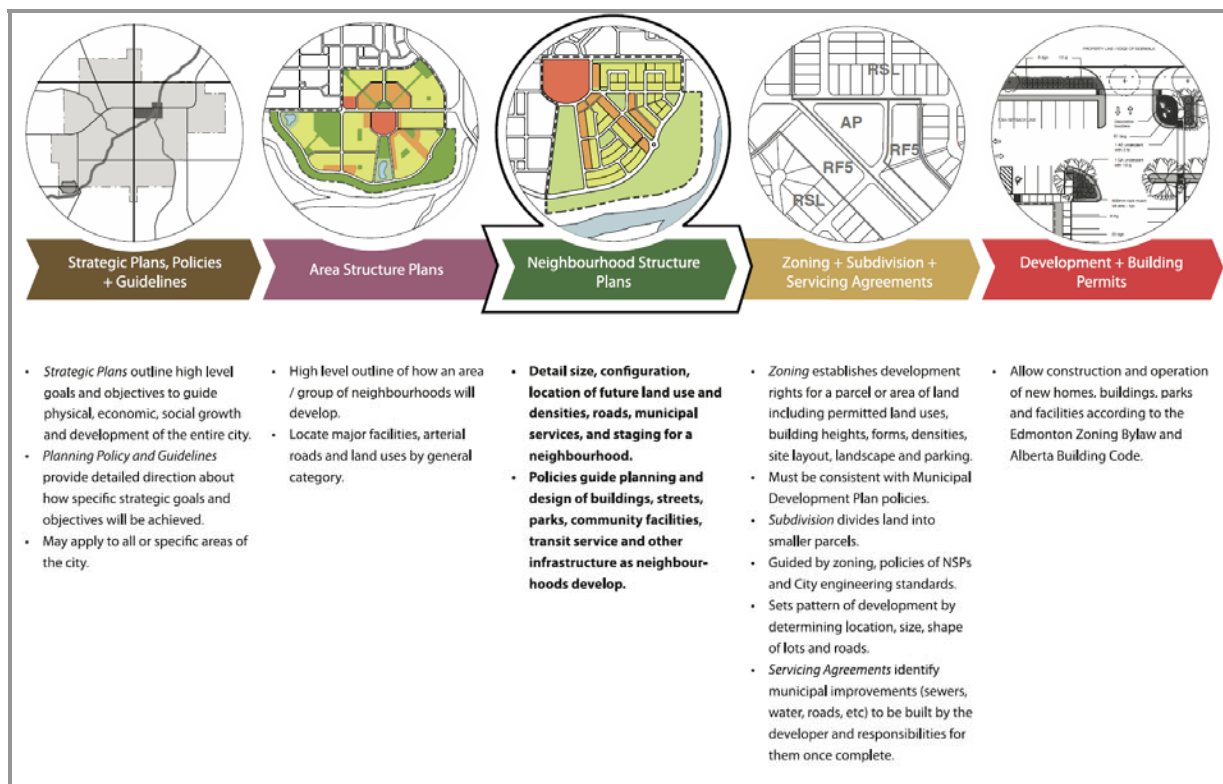
The Municipal Government Act (MGA) provides for the preparation of Area Structure Plans (ASP) and their adoption by Bylaw. Neighbourhood Structure Plans (NSP) are not directly authorized under the MGA, but by City Council through the intents of the ASP and the Municipal Development Plan (MDP). Neighbourhood Structure Plans are approved by Bylaw of City Council as an amendment to the parent ASP document.

A NSP shall be consistent with the parent ASP and the City's Strategic Plans *The Ways*, as well as all other plans and policies approved by City Council. The seven Ways are:

- *The Way Ahead*, Strategic Plan
- *The Way We Grow*, Municipal Development Plan;
- *The Way We Move*, Transportation Master Plan;
- *The Way We Green*, Environmental Plan;
- *The Way We Live*, People Plan;
- *The Way We Finance*, Financial Sustainability Plan; and
- *The Way We Prosper*, Economic Development Plan.

The ASP and the NSP are in a hierarchical relationship with the NSP expanding upon the detail of the "parent" ASP (see Figure 2). ASPs provide planning direction for groups of neighbourhoods and address future growth, land use patterns and development, intermunicipal co-operation, transportation, and municipal services (see Municipal Government Act, section 632). NSPs further refine the development framework established under the ASP within the context of one neighbourhood. NSPs must comply with existing provincial and municipal policy and meet servicing expectations and standards.

FIGURE 2: The Sequence of Neighbourhood Planning and Development



NSPs in Edmonton's Urban Growth Areas must incorporate the outcomes and principles of *Designing New Neighbourhoods: Guidelines for Future Residential Communities* (DNN). DNN is a performance-based guidelines document that establishes a collective vision for Edmonton's future residential communities. This vision is comprised of twelve desired outcomes (see Figure 3), each of which is accompanied by a set of principles that are intended to be applied with flexibility to the planning and design of new neighbourhoods. New NSPs must clearly demonstrate how all outcomes will be achieved, and each principle addressed, through planning and design policies specific to the neighbourhood. Although all outcomes and principles must be addressed in the NSP, placing more emphasis on certain principles is acceptable in order to highlight the context and uniqueness of a specific neighbourhood.

FIGURE 3: DESIGNING NEW NEIGHBOURHOOD OUTCOMES

Outcome 1
Neighbourhoods are connected.

Outcome 2
Neighbourhoods are unique and inviting.

Outcome 3
Neighbourhoods are inclusive.

Outcome 4
Neighbourhoods provide residents with convenient access to a full range of transportation options.

Outcome 5
Neighbourhoods support viable uses, services and facilities.

Outcome 6
Neighbourhoods are cost effective.

Outcome 7
Neighbourhoods conserve and enhance ecosystems and biodiversity.

Outcome 8
Neighbourhood amenities and facilities support the social and recreational needs of residents.

Outcome 9
Neighbourhoods embrace all seasons.

Outcome 10
Neighbourhoods are safe and secure.

Outcome 11
Neighbourhoods are flexible and adaptable.

Outcome 12
Resources are used efficiently and responsibly in neighbourhoods.

2.3 BOUNDARIES

A neighbourhood is a logical subarea within an ASP whose population supports a range of housing, services and amenities to make a complete residential community, and is considered to be an integrated planning unit by either natural or created boundaries. For example the practical land area of an NSP may be affected by topographic or environmental constraints, or the location of major utility corridors, transportation corridors or rights of way. The minimum size of the land area within the NSP shall be approximately 60 ha (148 ac.) to a maximum of approximately 400 ha (988 ac.), or as deemed appropriate by Current Planning.

2.4 INITIATION OF NSPS

New neighbourhood plans may be initiated by landowners and developers in the private sector and prepared in cooperation with the City's Administration and other agencies and service-providers. NSPs are initiated by a majority land owner in the plan area, or at the discretion of Sustainable Development. The Current Planning Branch of Sustainable Development takes a leadership role on behalf of the City of Edmonton's Administration to coordinate and facilitate the preparation of new NSPs. The Branch also enables coordinated and consistent decision-making within the Corporation and advances plans for City Council approval.

Alternatively, NSPs may be prepared by the City of Edmonton as deemed appropriate. When NSPs are prepared by the City of Edmonton, the Current Planning Branch of Sustainable Development will still take a leadership role in coordinating preparation of the NSP and advancing the plan for City Council approval. Planning a great new neighbourhood requires the collaboration and investment of many organizations and agencies engaged in city-building. Multiple stakeholders will be involved in the creation of an NSP.

2.5 AUTHORIZATION PROCESS AND INTEGRATED INFRASTRUCTURE MANAGEMENT PLANNING

Proponents of a new Neighbourhood Structure Plan will seek Council's authority to prepare the Plan. City Administration will prepare a report for Council that includes information from the proponent and City Administration to satisfy the requirements of *The Way We Grow* and the *Growth Coordination Strategy*. As per section 3.1.1.9 of *The Way We Grow*, the following information is required for pre-authorization to prepare a NSP:

- existing infrastructure and the funded/unfunded commitment for the sector;
- current population capacity;
- availability and timing of supportive city infrastructure;
- relationship of proposed NSP to transit; and
- significant environmental impacts.

Provision of the required information on population and development allows Council to see where new growth is proposed and ensure it is in accordance with Council's Vision and approved policies. Also presented to Council is information about required infrastructure for development and the timing of this infrastructure, the relationship between existing and proposed funded and unfunded infrastructure and any implications of development for the City's future capital operations. NSPs in the Urban Growth Area must be authorized by Council prior to preparation of the Plan.

3. PLAN CREATION PROCESS

New NSPs should be prepared through a collaborative process with all stakeholders. Collaboration will foster the development of creative design approaches, as well as shared ownership of the NSP, which will help to realize the unique and adaptable neighbourhoods that the DNN guidelines seek to achieve. Proponents are encouraged to share information in the pre-application stage (e.g. technical studies), initiate early consultation, and provide opportunities for a range of stakeholders to participate in the plan making process. The plan creation process is made up of three major stages: pre-application, submission and review of the NSP, and Council consideration (see NSP Process Diagram).

NSP PROCESS

1

NSP AUTHORIZATION BY CITY COUNCIL

2

COLLABORATIVE PLAN PREPARATION

Pre-application Consultation

- advance meeting, technical study scoping, collaborative visioning session, neighbourhood consultation

Applicant and stakeholders prepare NSP document
Applicant conducts technical studies

Formal Submission to Sustainable Development

- NSP document
- technical studies and other required information

Sustainable Development reviews application for completeness
Sustainable Development assesses fees

Dynamic
process

3

PLAN REVIEW

Review and Circulation

- initial review
- full circulations

Public Involvement

- Sustainable development notifies property owners and stakeholders
- public involvement events held as necessary

Plan Revision

- Applicant informed of revision requirements
- Sustainable Development holds meetings with review agencies and applicant as necessary
- revised applications re-circulated as necessary

Dynamic
process

4

PLAN COMPLETION

Applicant finalizes NSP document
Sustainable Development Prepares Report & Bylaw for Council, notifies Stakeholders and advertises Public Hearing

Council holds Public Hearing and decides on 1st, 2nd and 3rd reading of Bylaw*

Sustainable Development maintains a consolidated version of the NSP

* When applicable the Capital Region Board reviews the Bylaw prior to 3rd reading by City Council, subject to Ministerial Order No. L:270/10.

3.1 PRE-APPLICATION

Applying a performance-based approach to the planning and design of new neighbourhoods requires the City, landowners, and other stakeholders (including the development industry) to work closely together to prepare plans. These city-builders are encouraged to take advantage of the flexibility that the performance-based approach affords to achieve desired neighbourhood outcomes and respond to the unique context and vision of a new neighbourhood. The results of pre-application consultation must be discussed within the NSP document and should be used to formulate the approach and policies of the neighbourhood plan.

Before submission of an NSP application, at least one internal pre-application meeting, and a minimum of two pre-application meetings attended by the proponent are required. The purpose of each meeting and the stakeholders involved is outlined below.

At each stage of pre-application consultation the proponent should provide a map of the existing features of the plan area and should be prepared to discuss the following:

- land ownership, including delineation of Crown ownership and participating lands within the plan area;
- plan rationale, policy context, public involvement (consultation to-date and planned stakeholder involvement approaches during the NSP creation process) and vision for area;
- applicable development considerations concerning the plan area and interface with surrounding lands, related to:
 - Ecology – environmentally sensitive/significant natural areas, ecological connections/corridors, existing water bodies wetlands and uplands, riparian system and top of bank, woodlots, wildlife passages, and determination of environmental reserve and Crown land ownership;
 - Environment – soil, air, and water quality and conservation, contaminated land, abandoned and existing oil and gas facilities from an environmental and a land use compatibility perspective as per the City of Edmonton’s Oil and Gas Policy (C515), existing pipelines and their location, status and contents;
 - Social/Cultural – historic areas (including archeology), buildings, sites or landscapes, protected farmland, the range of housing forms and/or commercial developments to be provided for a variety of income levels and household types (e.g. market, affordable, low-income, social, special needs housing), and inter-municipal governance and cooperation;
 - Economic – economic growth, market trends and forecasts, availability of serviced lands, and land absorption rate; and
 - Infrastructure / Urban Service – infrastructure; transportation (e.g. roadways, rail and transit service, walkability), servicing (e.g. water, sanitary, sewer, stormwater), utility access and serviceability, and community services (including access to health care, protection/emergency services, school-park sites and open space).

Current Planning will provide a summary of each meeting to the stakeholders in attendance and the NSP proponent.

3.1.1. PRE-APPLICATION MEETINGS

1. Internal Civic Department and Review Agency Advance Meeting

Prior to external consultation, Current Planning will schedule an internal meeting with Civic Departments and affected review agencies including (as required) EPCOR Water, the Province and inter-municipal partners. This meeting does not include the NSP proponent/applicant. This meeting is an opportunity to discuss:

- opportunities and constraints to development in the neighbourhood;
- the history and evolving development context of the area; and
- policy implementation at the neighbourhood level.

At this meeting Current Planning will summarize the relevant policies of the parent ASP and the current context of the neighbourhood and surrounding area. Each civic department and review agency will provide a summary of the conclusions of the technical studies submitted that informed the ASP and discuss any relevant policy implementation to be incorporated into the development of the neighbourhood.

2. Technical Study Scoping Meeting

The technical studies requested will support decision making for the reviewing agencies at the NSP stage. This meeting is an opportunity to tailor the technical study requirements and expected level of report detail as determined by reviewing agencies for the review of non-standard servicing or development schemes. At this meeting, stakeholders will outline the criteria of a formal and complete NSP application.

The meeting should include: the proponent, senior decision-makers with representatives from Sustainable Development, and other Civic Departments (e.g. Transportation Services, Drainage Services, Fire Rescue Services), Alberta Energy Regulator (AER). As necessary, the meeting should also include Alberta Utilities Commission (AUC), mineral rights (lease) holders, oil, gas, pipeline and public utility operators (e.g. EPCOR), and necessary Provincial and Federal agencies. After the meeting, Current Planning will provide the proponent with a summary of all technical study requirements that must be provided at formal submission.

3. Collaborative Visioning Session

The DNN guidelines do not prescribe a set method for including the 12 outcomes and associated principles in a new neighbourhood. The document instead includes a sampling of design ideas to offer some tangible examples of how the DNN principles could be addressed. These design ideas are intended to serve as a starting point to generate discussion as plans are collaboratively developed.

The City and plan proponent(s) will work together to determine what specific design features and approaches are most desirable and appropriate for a given new neighbourhood in a collaborative visioning session. At this meeting, City staff will summarize the findings of the Integrated Infrastructure Management Plan (IIMP) and authorization process. The proponent should summarize the relevant policies of the ASP and the existing context of the plan area and surrounding areas. The proponent should also provide a high level presentation that describes a preliminary vision for the development of the neighbourhood, and illustrate how the outcomes of the DNN guidelines can be addressed in the plan area.

The meeting will be attended by the proponent, City staff and review agencies, who are all expected to contribute to discussion of the neighbourhood development vision and the approach to achieving the DNN outcomes. Stakeholders are encouraged to approach the collaborative visioning session with an open mind and a willingness to look at innovative approaches to planning in the NSP area.

3.1.2. CONSULTATION WITH NEIGHBOURHOOD STAKEHOLDERS

Stakeholder consultation is an important step in understanding the unique and desirable aspects of a neighbourhood. Proponents will notify, by letter, all owners of property within and surrounding the study area and may contact other affected stakeholders, including adjacent municipalities if the NSP area borders the City of Edmonton boundaries. In the letter proponents will state their intention to prepare an NSP and they will provide contact information regarding the project.

It is best planning practice to consult early with all stakeholders who may be impacted by the NSP. The methods of consultation prior to formal application submission shall be determined by the proponent with input from Current Planning. Stakeholders are all local landowners, Edmonton School Boards, Ward Councilors, community leagues and community associations in the plan area. Local landowners include (as necessary): residents in the plan area or surrounding neighbourhoods, Alberta Health Services, EPCOR, Canadian National Railway, Canadian Pacific Railway and applicable Provincial and Federal agencies. Stakeholders may include the broader public across Edmonton or adjacent municipalities, particularly as some may be future residents of the NSP area.

3.2 SUBMISSION AND REVIEW OF THE NSP DOCUMENT

Formal submission of the NSP document to Current Planning will provide all content, format, and technical study requirements specified within this *Terms of Reference* and at the pre-application meetings. **All formal submission requirements (Appendix 1) must be completed prior to the City of Edmonton's acceptance and circulation of an NSP application.** Once formal submission requirements and conditions have been met, and the application is accepted, the application will be assessed Land Development Application (LDA) fees.

3.2.1. INITIAL REVIEW

Before initial review a portion of the LDA fees must be received. The application will then be sent to Civic Departments and review agencies to review for completeness, not content. Agencies are asked to provide comment on the initial review within **2 weeks**. The objective of the initial review is to ensure completeness of the plan and technical studies and to ensure the application is suitable for further, more detailed, review through the standard circulation process. Applications will not be considered ready for full circulation if, in the opinion of Current Planning:

- there are major land use conflicts that may affect the design of the neighbourhood; and/or
- information is missing from, or is of poor quality, in the formal submission package that is imperative for the review as outlined in this *Terms of Reference* and at the pre-application meetings; and/or
- recommendations of technical studies are not reflected in the plan.

Current Planning shall arrange a meeting with review agencies within this 2 week period to discuss the application components and ensure that competing interests are managed at an early stage.

In the event that the application is deemed ready for circulation after the initial review, a standard circulation will be initiated (see below). Documentation will be circulated to the various departments and agencies for a full review and an email notification will be sent to the applicant.

In the event that the application is not ready for circulation, Current Planning will provide an email notification of the deficiencies to the applicant and the application will be returned for revisions until such a time as the required materials have been received. Applications will not proceed to full circulation until all aforementioned requirements have been met.

3.2.2. CIRCULATION

Once the application is ready for a full review of content, and the full amount of LDA fees are received, it will be circulated to appropriate Civic Departments and review agencies. Any NSP application that touches the City's boundaries must be circulated to adjacent municipalities for review. Review agencies are asked to provide comments in response to an application within **6 weeks**. At the conclusion of the full circulation, Current Planning shall hold a meeting with the applicant and affected reviewing agencies to discuss review comments and collaborate on desired outcomes.

Plan creation is an iterative process, during circulation of the plan application the NSP document may be further modified, updated or amended. Any changes to the document shall conform to the content requirements identified in these *Terms of Reference* and be completed prior to finalization of the NSP. During the circulation process Current Planning will monitor the status of review agency responses, advise applicants accordingly, and call meetings as necessary to create agreement on any technical issues or file complexities.

The number of circulations is dependant on file complexity and the quality of submission materials. As comments can vary greatly in scale, Current Planning will determine the number and duration of subsequent circulations that are needed for an application. Before the revised application will be circulated, Current Planning will assess the application to ensure that all department and review agency comments have been addressed. The applicant is asked to provide a cover letter with the revised submission, which discusses how each review comment has been addressed. Prior to finalization of the document and Current Planning's report to Council for Public Hearing, necessary consultations shall be held with involved stakeholders, and technical studies shall be completed.

3.2.3 PUBLIC INVOLVEMENT DURING APPLICATION REVIEW

Applicants and Current Planning are responsible for consulting with stakeholders and providing opportunities for public involvement throughout the planning process, in accordance with urban planning best practices and legislative requirements (e.g. MGA, City of Edmonton Public Involvement Policy C513). In addition Current Planning will use the Land Development Application (LDA) Public Involvement Plan (PIP) to guide public involvement for each planning application.

Current Planning will schedule a public involvement event and invite property owners and other Civic Departments as required, including land owners in adjacent municipalities if the application touches the City's boundaries. The event will be an opportunity to provide information about the NSP and solicit public input into the plan prior to advancement to Council and Public Hearing. A minimum of one public involvement event is required at an appropriate time in the process (e.g. after the six week standard circulation). Additional public involvement events (e.g. open house information session, charette) may be required depending on the nature of the NSP or if significant changes have been made to the plan since the initial public involvement event.

3.3 CITY COUNCIL CONSIDERATION

Current Planning will summarize how the NSP, or NSP amendment, achieves all 12 DNN outcomes in the Report to Council.

The NSP is referred to City Council for Public Hearing for consideration of the plan and in some cases (as per Ministerial Order No. L:270/10), to the Capital Region Board (CRB). Where the NSP does not require review and a decision by the CRB, Council may adopt the plan with or without amendment, reject the plan, or postpone the decision. Where the NSP must be referred to the CRB, this will be done prior to Third Reading of the plan Bylaw. Administration will present the proposed Bylaw to the Capital Region Board for its review and decision. The CRB may approve or reject the plan or plan amendment. Once a decision has been reached, the proposed NSP Bylaw may be forwarded to City Council for consideration of Third Reading at Public Hearing. Council may adopt the plan with or without amendment, reject the plan, or postpone the decision.

Should the NSP be adopted, the City Clerk's Office will hold an official original hard copy of the complete NSP documentation along with an electronic copy as approved by City Council. A copy of the final City Council approved NSP will be posted on the Sustainable Development website for public access and information. Current Planning will maintain a consolidated version of the NSP as amendments occur over time.

4. CONTENT REQUIREMENTS

4.1 OVERARCHING REQUIREMENTS

It is critical that new NSPs demonstrate alignment with the *Way We Grow* (MDP) and the *Designing New Neighbourhoods Guidelines* (DNN). An NSP must communicate how the plan addresses the DNN principles and helps achieve the DNN outcomes. As the DNN states, one of an NSP's primary functions is to clearly communicate the intent of subsequent planning stages and to set the stage for implementation by:

- building a shared understanding of how a neighbourhood responds to planning policy;
- providing a focus for discussions between city-builders during plan preparation and review;
- providing a strong basis to effectively champion new approaches together;
- helping city-builders to monitor neighbourhood development trends, understand the demographic and land use implications of an NSP, and make informed decisions related to future public investments; and
- guiding neighbourhood development after the adoption of an NSP.

A NSP shall align with other City policies and the parent ASP, and clearly communicate the vision for the new neighbourhood by including images, clear policies, and key statistics.

4.1.1. IMAGES, PHOTOS AND MAPS

A plan will include images, photographs and maps to help communicate the proposed character of the neighbourhood and illustrate key design features and concepts. The use of images will build a shared understanding of how principles may be translated on the ground through the implementation of plan policies. All images and figures shall directly relate to policy and/or implementation strategies and should be referred to directly in the plan text.

All NSP maps and images shall be considered conceptual. Furthermore, NSP map symbols, locations and boundaries shall be interpreted as approximate unless otherwise specified within the plan.

4.1.2. CLEAR, CONCISE POLICY

The performance-based approach to the preparation of a new NSP described in the DNN Guidelines does not mean a regulation or standard-free approach to new neighbourhood design. It means a commitment to plan preparation that is focused on the achievement of common outcomes, through the application of principles, in support of the unique vision of a neighbourhood. To achieve this, NSP's shall:

- reflect the recommendations of technical reports and consultation in the vision, policy and implementation actions;
- illustrate the intent of the development vision through policy, avoiding numerical representations, such as exact percentages of low to medium residential development within policy statements;
- demonstrate in text and images how proposed policies meet the DNN objectives and the NSP vision
- be written as performance based, providing ways to measure plan implementation over time where possible;

- clearly address the five questions: what (context) why (vision/approach), where, when, and how (policy, implementation and design ideas), in each subsection of the plan; and
- take into account and communicate existing conditions, but write the plan as forward-looking, highlighting unique contexts and relevant information.

4.1.3. IDENTIFICATION OF KEY STATISTICS

A statistical summary of key land use and population statistics shall be provided in an NSP, along with a brief written analysis of the data it contains. The purpose of the summary is to provide critical at-a-glance information about a new neighbourhood, and for population forecasting. The written analysis facilitates a deeper understanding of this raw data. The statistical summary for NSP applications shall use the template provided in Appendix 2.

Some of the neighbourhood plan statistics that can be calculated and reported at the NSP stage, and which are meaningfully aligned with the progress measures identified in *The Ways* (including requirements of section 3.1 of *The Way We Grow*) and the principles of the DNN Guidelines, include:

- projected development densities;
 - land use mix;
 - housing mix;
 - amount of natural area conserved;
 - provision of Municipal Reserve; and
 - percentage of the neighbourhood's population in proximity to a variety of destinations and amenities.
- Note: All new plans shall meet the Capital Region Plan density guidelines. Anticipated student generation is to be determined in consultation with the Joint Use Agreement.

The following Sample NSP Table of Contents provides more detail on the required content of NSPs.

4.2 SAMPLE NEIGHBOURHOOD STRUCTURE PLAN TABLE OF CONTENTS

The following Table of Contents provides a list of components to consider and potentially include in an NSP document. Applicants should examine all sections and sub-sections described in this NSP Table of Contents for their applicability to a particular plan area. The final Table of Contents for an NSP shall be determined through discussion with Current Planning. The applicant should be prepared to justify the exclusion of any content described in this Table of Contents from an NSP, based on the specific site context or development concept for a plan area.

Innovative or unique approaches to organizing the NSP are encouraged, as long as all pertinent information is included and all of the *Designing New Neighbourhood* outcomes and principles are addressed. For example, it is possible to organize the NSP land use and urban design policies around smaller geographically based precincts within the plan area.

1. Introduction

- 1.1 Planning Framework and Plan Area
- 1.2 Authorization
- 1.3 Stakeholder Consultation Summary
- 1.4 Amendment Process

2. Neighbourhood Development Concept

- 2.1 General Plan Context
- 2.2 Neighbourhood Vision and Development Concept

3. Public Realm

- 3.1 Context and Approach
- 3.2 Historic and Cultural Resources
- 3.3 All Weather Design
- 3.4 Landscaping
- 3.5 Focal Points/Town Centre

4. Land Use

- 4.1 Context and Approach
- 4.2 Commercial and Employment
- 4.3 Residential
- 4.4 Mixed Use
- 4.5 Institutional

5. Ecology, Parks and Amenities

- 5.1 Context and Approach
- 5.2 Natural Areas
- 5.3 Parks
- 5.4 Open Space
- 5.5 Urban Agriculture

6. Infrastructure and Servicing

- 6.1 Context and Approach
- 6.2 Sanitary and Stormwater Drainage
- 6.3 Water Distribution
- 6.4 Shallow Utilities
- 6.5 Infrastructure and Land Use Integration
- 6.6 Energy Efficiency
- 6.7. Staging

7. Transportation

- 7.1 Context and Approach
- 7.2 Active Transportation
- 7.3 Road Network
- 7.4 Transportation and Land Use Integration

Appendices

- Completed Technical Studies
- Additional Information

EXPANDED NEIGHBOURHOOD STRUCTURE PLAN TABLE OF CONTENTS

The following terms found in this Expanded NSP Table of Contents refer to the components of a plan from background information to implementation. It should be noted that planning outcomes and principles for Urban Growth Areas are already identified in the Designing New Neighbourhoods Guidelines. The approach, policy and implementation statements in an NSP describe how the DNN outcomes will be achieved in the context of a specific plan area.

Context: The background information and existing site conditions that inform the approach and subsequent policy and implementation of an NSP.

Approach: The general planning intent or purpose for a particular NSP topic, which provides the overall rationale for subsequent NSP policy statements and implementation actions.

Policy: a formalized idea for a particular NSP topic that provides specific direction for achieving the NSP vision and aligns with the associated approach for an NSP topic.

Implementation: a definable step that helps achieve the approach and policy for a specific NSP topic. Implementation actions identify the decisions or design ideas that will be incorporated during the rezoning and subdivision stages of development to ensure NSP policies are realized in the plan area.

1. INTRODUCTION

1.1 Planning Framework and Plan Area

- Define NSPs and describe how they fit into the planning framework, including the Municipal Government Act authority for the preparation of Area Structure Plans (ASP), and the authorization for NSPs by Council and the intents of the ASP and the MDP.
- Provide an overview of the associated Area Structure Plan and how the NSP aligns.
- Describe succinctly the plan area and boundaries, including how the plan area relates to surrounding neighbourhoods.

1.2 Authorization

- Provide a brief description of the authorization process, referencing authorization and information requirements outlined in Edmonton's *Municipal Development Plan* (3.1.1.6) and *Growth Coordination Strategy*.
- Include Council's date of Authorization Approval.

1.3 Stakeholder Consultation

- Provide a brief description of the pre-application consultation process, outlining the findings and outcomes of the pre-application meetings with internal City departments and other affected stakeholders (see Section 3.1).
- Make note of the public involvement events that were held, and provide a summary of comments from the public. Describe, if applicable, how public input was incorporated into specific NSP objectives. For example, note the retention of an existing green space identified and used by residents in the NSP area or connections that will be made to bike paths identified by individuals in an adjacent neighbourhood.

1.4 Amendments

- Briefly describe the process for amending NSPs.

2. NEIGHBOURHOOD DEVELOPMENT CONCEPT

2.1 General Plan Context

- Provide a figure(s) identifying the general context of the plan area, including important features in adjacent areas that relate to development of the NSP. On the figure, make note of any important existing elements of the plan area that impact the development concept and objectives of the neighbourhood, such as:
 - agricultural soils capability;
 - geotechnical and hydrological characteristics (i.e. floodplain, top of bank etc.);
 - existing vegetation, water bodies, all natural areas and ecological connections/corridors;
 - existing infrastructure (storm, drainage, water and sanitary facilities);
 - archeological features, historical areas, landscapes, sites or buildings;
 - landscape character, unique vistas, and views;
 - existing development and subdivisions;
 - utility corridors and registered rights of way;
 - transportation roadways, railways, public transit routes and facilities and external connections;
 - abandoned, suspended, existing and proposed petroleum and gas well-sites, pipelines, storage, extraction, processing or operation facilities, lease areas and access roads;
 - abandoned, existing and proposed sand, gravel or mine lands, extraction, processing or operation facilities
 - any other areas requiring further investigation (e.g. telecommunications aerial / cellular towers, contaminated lands and potentially contaminated lands such as farmsteads, historical landfill features/activities); and
 - boundaries or locations of any restricted area or indications of areas which may be affected by any government regulation (e.g. areas covered by environmental protection legislation, the North Saskatchewan River Valley Area Redevelopment Plan Bylaw, restricted development areas, First Nations lands, airport Noise Exposure Forecast (NEF) areas and crash hazard zones).
- Provide a brief summary of the existing context of the plan area, highlighting key constraints. Note that not all site context must be provided in this section as more detailed and specific context information shall be provided in appropriate subsequent sections.

2.2 Neighbourhood Vision and Development Concept

- Provide a short description of the vision for the neighbourhood. The emphasis of a NSP vision statement should be on the area's unique elements and features and the expected sense of place desired in the plan area.
- The vision statement shall:
 - express a long-term perspective;
 - be no more than one paragraph (but may include images or diagrams);
 - be unique to the neighbourhood;
 - help achieve the policies of the parent ASP and the Municipal Development Plan; and
 - clearly relate to the policy statements and implementation actions outlined in the NSP.

- Provide an executive summary of the NSP, which expands on the Vision Statement, describes the concept for the neighbourhood, and explains the application of the *Designing New Neighbourhoods* guidelines to the unique context of the plan area.
- This section is an opportunity to discuss the approach and policy outlined in the NSP in a holistic manner and provide an overall picture of how the neighbourhood will develop. The Neighbourhood Concept should acknowledge the interrelated and interdependent aspects of the different policy statements in the NSP.
- The format of the Neighbourhood Concept is flexible, however, the Concept shall:
 - be concise and constitute a summary;
 - comply with and expand on the Neighbourhood Vision Statement;
 - highlight the defining elements of the NSP and demonstrate how the NSP approach and policy achieve the 12 DNN outcomes; and
 - reference the Development Concept Figure and the NSP Land Use Statistics Table.

3. PUBLIC REALM

3.1 Context and Approach

- Provide any specific context that affects the public realm policies for the neighbourhood, such as:
 - historical buildings or resources;
 - cultural sites or other socially significant features;
 - natural or environmental features; and/or
 - applicable overlays in the Zoning Bylaw, such as the Major Commercial Corridors Overlay, or the Airport Protection Overlay.
- Outline the approach to public realm and historic resources in the plan area, focusing on how the design policies and implementation actions outlined in the NSP will foster a unique identity and sense of place for the neighbourhood.
- Consider strategies for age friendly design, Crime Prevention Through Environmental Design, and reducing the carbon footprint of the plan area.

3.2 Historic and Cultural Resources

- Outline policy and implementation for addressing historic and cultural resources, focusing on:
 - respecting and building on the local character found in the plan area;
 - incorporating, where possible, existing historical and cultural features into the neighbourhood;
 - maintaining view corridors to historic, cultural and natural features; and
- using historic, cultural and natural resources to create distinct gathering places or nodes in the plan area, having regard for the animation of public spaces.

3.3 All Weather Design

- Outline policy and implementation for creating an adaptable neighbourhood that embraces all seasons, and accommodates all mobility levels.
- Address the goals of the Winter City Strategy. Examples of how to address this topic at the NSP level include:
 - orientating streets and buildings to protect from north winds and to capitalize on solar exposure, which will also contribute to energy efficient neighbourhoods;
 - planning public spaces and parks for activity all year round, such as shared use paths that accommodate biking in summer and cross country skiing in winter; and

- ensuring the maintenance and operation of infrastructure takes into account different seasons.

3.4 Landscaping

- Outline policy and implementation regarding landscaping in the plan area.
- Consider the use of landscaping to:
 - frame and shelter public spaces (eg. all weather design);
 - support urban agriculture (e.g. edible landscaping);
 - reduce energy requirements by using trees to control micro-climates;
 - create a unique identity for the neighbourhood;
 - all weather design; and
 - support low impact development (e.g. landscaping designs which support the provision of native landscaping, or help to support on-site stormwater management).

4. LAND USE

4.1 Context and Approach

- Provide specific background information that affects the development of the neighbourhood, such as:
 - topography;
 - connections to land uses in adjacent neighbourhoods ;
 - findings from market assessments that provide information about commercial needs in the area; and
 - transit stations, commercial nodes, or other connections that affect the density and type of development in the plan area.
- Describe the overall approach to development in the neighbourhood, focusing on how different land uses will interact and complement one another in support of the DNN outcomes and principles, including walkability and convenient access to services and facilities.
- Note some land uses may be more prominent in the neighbourhood, and there may be more policy and implementation dedicated to certain land uses depending on the neighbourhood context and approach.

4.2 Commercial and Employment

- Outline policy and implementation for commercial development and employment areas.
- Include information about the:
 - location, general size, and function (e.g. retail, office, live-work, industrial) of commercial and employment areas;
 - scale, format and design of commercial uses (e.g. neighbourhood commercial, community/major commercial, highway commercial corridors);
 - connections/interface with surrounding land uses and the public realm;
 - facilitation of multi modal access to commercial nodes, which is appropriately tailored to the specific design, scale and format of use;
 - provision and availability of commercial services including employment opportunities;
 - the location and size of any urban agriculture uses, such as functioning farms and markets;
 - minimizing energy use and requirements in commercial areas;

- justification of commercial uses within the NSP based on population to be served, size of the area, Commercial Market Needs Assessment, mixed use areas in the NSP, or distribution of commercial sites and trade areas outside the immediate plan boundary; and
- general separation distances and transitional areas between any industrial and commercial development and other land uses.

4.3 Residential

- Outline policy and implementation for housing in the neighbourhood.
- Include information about the:
 - location, pattern and design of a mix of residential typologies with the plan area;
 - relative walking distance and access from residential areas to public transit, commercial nodes, park and natural areas and amenities in surrounding neighbourhoods; and
 - provision of a range of housing forms to accommodate a variety of income levels and household types in response to a continuum of housing need (e.g. market, affordable, aging in place, low-income and special needs housing).

4.4 Mixed Use/Town Centre

- Outline policy and implementation for mixed use development in the plan area.
- Include information on the:
 - location, size, function and design of mixed use and town centre development (e.g. compatibility, integration of uses), including the rationale for mixed use development based on demographic and economic forecasts;
 - strategies for transit oriented development at appropriate locations, describing the focused mix of residential, retail and employment growth around LRT stations and transit centres;
 - land use efficiencies that can be achieved through the joint use of space in mixed use areas (e.g. shared parking facilities between residential and commercial development);
 - unique urban design character of focal areas (e.g. integration with heritage resources, streetwall/building lines, public and private interfaces, visual linkages, innovative parking strategies, public art and architectural themes);
 - accessibility to mixed use/town centres and facilitation of multi-modal connections to employment in the NSP area and nearby neighbourhoods; and
 - general design ideas to indicate the quality of connecting paths (e.g. landscaping, safety, streetscaping, connection to other land uses in the plan area and surrounding neighbourhoods).

4.5 Institutional

- Outline policy and implementation for institutional development in the neighbourhood, including:
 - **Schools** - provide information on the need for and location of educational facilities (elementary, junior/senior high and post-secondary).
 - **Institutional/Urban Services** - provide information on institutional and urban service uses within the neighbourhood, such as health care facilities, religious facilities, daycares, assisted living buildings, libraries, ambulance, fire and police stations, cemeteries, or service yards.

5. ECOLOGY, PARKS AND AMENITIES

5.1 Context and Approach

- Provide any background information that affects the ecology and open space in the neighbourhood, such as:
 - relevant conclusions from technical studies such as the Environmental Overview, the Parkland Impact Assessment, Geotechnical Study, Top-of-Bank Walk, Phase II Ecological Network Report, and/or Community Knowledge Campus Needs Assessment; and
 - existing natural areas, tree stands, natural connections, wetlands and other waterbodies in the plan area and how these natural areas relate to adjacent land uses and the larger ecological network in surrounding neighbourhoods, the City and the region.
- Outline the approach to ecology, parks and amenities in the NSP area.

5.2 Natural Areas

- Outline policy and implementation pertaining to the conservation of natural areas within the interconnected ecological network in the plan area, including:
 - determination of Environmental Reserve claimed by the Crown for participating lands within the plan area through the legal survey of water features in conjunction with Alberta Environment and Sustainable Resource Development; and
 - determination of Environmental Reserve for participating lands within the plan area (as per MGA and the Guidelines for Determining Environmental Reserve (ER) Dedication for Wetlands and Other Water Bodies).
- Identify the preservation, conservation, and enhancement strategies that support a functioning ecological network including:
 - natural areas and systems;
 - waterbodies, all wetlands, drainage courses, watershed management (including relevant subwatershed studies) within an integrated and connected system;
 - Top of Bank, including information from the the River Valley Area Redevelopment Plan Bylaw and/or geotechnical findings;
 - wildlife (i.e. terrestrial and aquatic) habitat (e.g. woodlots, streams) and movement (e.g. wildlife passage, elimination of perched culverts), and potential habitat of significant (e.g. threatened or endangered) species;
 - rare/unique landforms with historical or aesthetic significance;
 - hydrological findings from the Neighbourhood Design Report to ensure the sustainability of retained natural areas;
 - potential restoration areas; and
 - conservation tools.

5.3 Parks

- Outline policy and implementation for parks and associated amenities in the NSP.
- Include information on:
 - Municipal Reserve dedication for parks and schools;
 - the location, size, distribution, and configuration of parks, schools, recreation centres and community league sites, having regard for the role and function of these parks and for the distribution of similar type sites outside the immediate plan boundary;

- potential designation of any additional parkland on the basis of environmental conditions, residential density, historical or aesthetic significance, following the provisions of the Municipal Government Act, the Municipal Development Plan, the River Valley Area Redevelopment Plan Bylaw, and the Urban Parks Management Plan; and
- the overall role of park space in the plan area, the balance of parks for different recreational functions and the complementary nature of natural areas and programmed park spaces.
- Have regard for a range of park types (as per the Urban Parks Management Plan) including:
 - City and District parks;
 - neighbourhood parks
 - natural areas;
 - greenways; and
 - River Valley parks.

5.4 Open Space

- Outline policy and implementation for open spaces, including:
 - corridors;
 - utility rights-of-ways;
 - pipelines;
 - boulevards;
 - stormwater management facilities; and
 - naturalization and restoration areas.
- Outline policy and implementation for passive green spaces, including how open space complements more traditional park spaces in the neighbourhood, and contributes to the ecological network in the plan area and surrounding neighbourhoods.

5.5 Urban Agriculture

- Outline policy and implementation for encouraging urban agricultural opportunities in the NSP area, such as community garden sites and pop-up produce markets, including land designation where applicable.
- For more information, please consult *Fresh: Edmonton's Food and Urban Agriculture Strategy*.

6. INFRASTRUCTURE AND SERVICING

6.1 Context and Approach

- Provide background information that impacts the infrastructure and servicing scheme for the neighbourhood, such as:
 - existing rail lines;
 - abandoned, suspended, existing and proposed petroleum and gas well-sites, pipelines, storage, extraction, processing or operation facilities, lease areas and access roads;
 - areas of potential contamination;
 - relevant findings from the Environmental Overview;
 - existing drainage or servicing constraints and opportunities (including existing wetlands); and
 - findings from a Geotechnical Study, Top-of-Bank Walk and/or a Phase II Ecological Network Report.
- Describe the approach to infrastructure and servicing in the neighbourhood, including opportunities for low impact development and efficient and adaptable servicing.

- Consider the efficiency and effectiveness of the infrastructure and potential off-site impacts, including taking sources of risk into account.
- Identify connections to infrastructure in adjacent neighbourhoods or municipalities.

6.2 Sanitary and Stormwater Drainage

- Outline policy and implementation for drainage in the neighbourhood, including the planned development and staging of:
 - neighbourhood sub-unit storm, sanitary and water utilities;
 - sanitary pumping stations;
 - stormwater management facilities;
 - catchment areas; and
 - hydrologic flow requirements for tree stands and natural areas.
- Where possible consider low-impact development opportunities to manage stormwater runoff and improve water quality such as the use of:
 - naturalized drainage ways;
 - bioretention areas; and
 - bioswales.
- Consider opportunities to integrate low impact development with natural areas and the open space network.

6.3 Water Distribution

- Outline policy and implementation for water distribution in the NSP area, including:
 - water mains;
 - water looping;
 - booster stations;
 - fire flows; and
 - water reservoirs.

6.4 Shallow Utilities

- Outline policy and implementation for additional utilities in the neighbourhood, such as power, gas and telecommunication services.

6.5 Infrastructure and Land Use Integration

- Outline policy and implementation steps for integrating:
 - existing rail lines;
 - abandoned, suspended, existing and proposed petroleum and gas well-sites, pipelines, storage, extraction, processing or operation facilities, lease areas and access roads (note that the field verification of exact oil/gas facility locations early in the planning process is beneficial);
 - areas of potential contamination; and
 - relevant findings from the Environmental Overview.
- Include policy and implementation actions on:
 - the treatment of these facilities within and surrounding the plan area as per City Policy C-515;
 - required buffers or setbacks to sensitive land uses to mitigate risk and how these recommendations will be implemented through rezoning and/or subdivision applications; and
 - how transitional land uses will be addressed (ex. contaminated sites).

6.6 Energy Efficiency

- Outline policy and implementation for addressing energy efficiency in the plan area, such as:
 - alternative energy sources and systems (e.g. renewable energy projects, or promotion of micro-generation/community amenity renewable energy);
 - carbon reduction strategies; and
 - possibilities for the use of emerging technologies and adaptation to climate change.

6.7 Staging

- Outline policy and implementation relevant to the progression and timing of development in the neighbourhood, including major information from the Integrated Infrastructure Management Plan (IIMP) report, such as planned interchange construction that impacts the staging of the NSP.
- Describe the rationale for the proposed staging based on the logical servicing of the area, population and infrastructure funding models, and the approach to neighbourhood development in the NSP area, and in the context of other neighbourhoods within the parent ASP.

7. TRANSPORTATION

7.1 Context and Approach

- Provide background information that affects the transportation network in the NSP area, such as:
 - existing and surrounding roadways, transit services and major pedestrian/cycling facilities;
 - city-wide modal priority networks within and surrounding the plan area;
 - rationale for the road network from a Traffic Impact Assessment or other Traffic Studies;
 - existing utility rights-of-way and pipelines; and
 - the ecological and open space network related to shared use paths.
- Outline the approach to the transportation and mobility network in the neighbourhood, including how:
 - the network connects to surrounding neighbourhoods and municipalities, and the River Valley where applicable (all modes);
 - transportation and land use are integrated in the NSP area (destinations and links, and grid permeability);
 - the Complete Streets principles are incorporated into the transportation and mobility network; and
 - modal priorities are identified for the roadway network.

7.2 Active Transportation and Transit

- Outline policy and implementation for transit, including:
 - routing information;
 - provision of convenient public transit facilities and routes to reflect a maximum walking distance to public transit of 400m or to the satisfaction of Edmonton Transit; and
 - the location of future LRT, even if unfunded, and if LRT can be accommodated within the roadway.
- Outline policy and implementation for cyclists, including:
 - types of bike paths, including on street, divided and/or shared use paths;
 - connections to bike paths in adjacent neighbourhoods; and
 - the provision of trip end facilities.

- Outline policy and implementation for creating a walkable, pedestrian friendly neighbourhood, including:
 - shared use path system, including connections to surrounding neighbourhoods;
 - access to amenities and general pedestrian connectivity (within and to the neighbourhood); and
 - universal design so that all individuals can safely use sidewalks and other pedestrian facilities.

7.3 Road Network

- Outline policy and implementation for the road network to support efficient movement for all modes, having regard for the City of Edmonton Transportation Master Plan) including:
 - expressways;
 - freeways;
 - arterials (recognizing the Arterial Roadway Assessment Bylaw);
 - major collector roadways;
 - truck routes;
 - Dangerous goods routes within the NSP area or adjacent neighbourhoods;
 - emergency accesses; and
 - snow clearance and removal.
- Include information and policies for the support of regional transportation systems including rail.
- Identify opportunities to provide more sustainable roadways, through paving materials, narrower streets, shared use of road space between modes or other approaches.
- Identify wildlife passage requirements (see the *Wildlife Passage Engineering Design Guidelines*).

7.4 Transportation and Land Use Integration

- Outline policy and implementation relating to transportation and land use integration, including:
 - Transit Oriented Development and future LRT;
 - noise attenuation;
 - garbage/recycling collection and/or snow management in unique situations;
 - street furniture and interaction between buildings and the street;
 - landscaping;
 - the timing and process that will be used to identify street type within the plan area, as per the *Complete Streets Guidelines*; and
 - the different functions streets will perform, and the types of users that will be accommodated in certain areas of the neighbourhood depending on adjacent planned land uses, including grid permeability.

APPENDICES

The details of what should be included in the appendices will be determined by the applicant, in consultation with Current Planning, and shall include:

- a complete list of technical studies conducted for preparation of the NSP and any background information that is helpful for stakeholders using the plan.

4.3 REQUIRED FIGURES

1. Boundaries of ASP area and the NSP area.
2. Diagram of how NSPs fit into the sequence of planning and development, from city-wide plans and policies to ASPs, NSPs, rezonings and subdivisions (see Figure 2 in this *Terms of Reference*).
3. Neighbourhood context map identifying existing site opportunities and constraints over an orthophotograph of the plan area. Potential elements to show, based on the plan context, include:
 - geotechnical and hydrological characteristics (i.e. floodplain, top of bank etc.);
 - existing vegetation, water bodies, all natural areas and ecological connections/corridors;
 - existing infrastructure (storm, drainage, water and sanitary facilities);
 - archeological features, historical areas, landscapes, sites or buildings;
 - existing development and subdivisions;
 - utility corridors and registered rights of way;
 - transportation roadways, railways, public transit routes and facilities and external connections;
 - abandoned, suspended, existing and proposed petroleum and gas well-sites, pipelines, sour gas facilities, storage, extraction, processing or operation facilities, lease areas and access roads;
 - abandoned, existing and proposed sand, gravel or mine lands, extraction, processing or operation facilities;
 - any other areas requiring further investigation (e.g. telecommunications aerial / cellular towers, contaminated lands and potentially contaminated lands such as farmsteads, historical landfill features/activities); and
 - boundaries or locations of any restricted area or indications of areas which may be affected by any government regulation (e.g. areas covered by environmental protection legislation, the North Saskatchewan River Valley Area Redevelopment Plan Bylaw, restricted development areas, First Nations lands, airport Noise Exposure Forecast (NEF) areas and crash hazard zones).
4. Development Concept map illustrating the distribution of:
 - applicable neighbourhood-level ecological features;
 - retained local historical resources;
 - special urban design areas/districts/nodes;
 - residential, commercial and mixed use land uses;
 - natural areas, parkland, recreational facilities and schools;
 - institutional / urban service;
 - major transportation information (i.e. arterial and collector roadways);
 - stormwater management facilities; and
 - applicable special use areas.
5. Land Use Statistics table in standard template (see Appendix 2).

6. Ecological Network map showing an orthophotograph overlaid with an outline of the proposed development concept identifying:
 - existing natural areas (uplands and wetlands) and water bodies;
 - ecological connections/corridors;
 - riparian system and drainage courses;
 - naturalized stormwater management facilities;
 - location of top-of-bank;
 - development setbacks/buffers; and
 - semi-natural areas.
7. Ecology, Parks and Amenities map showing the proposed park concept including
 - the location, size and distribution of city, district, community and neighbourhood level education and recreational facilities;
 - community league sites;
 - natural areas (wetlands and uplands);
 - ecological network;
 - wildlife passage;
 - top-of-bank roadway / walkway (where applicable);
 - corridors;
 - connectivity (i.e. multi-use trail, pedestrian and parkland connections); and
 - open spaces (stormwater management facilities, utility rights-of-way).
8. Infrastructure, Servicing and Staging concept identifying:
 - the conceptual location of the major water network required to serve the area and connection points into the existing system (i.e. transmission mains, booster stations, reservoirs);
 - the overall permanent storm servicing plan involving the major trunk sewers, stormwater management facilities, outfalls and connection points, top-of-bank setback and low-lying areas' restrictions, and outlining existing and future catchment areas outside the neighbourhood;
 - the overall permanent sanitary servicing plan involving the major trunk sewers, pump stations/force-mains and the special servicing needs of low-lying areas, and outlining existing and future contributing areas outside the neighbourhood;
 - the location of any existing, interim or permanent utility installation (electrical substation(s), electrical distribution line(s), telecommunication conduit, switching stations and towers, high pressure gas line distribution line(s) and gate stations) required to serve the area; and
 - identifying roadway infrastructure and facilities staging required to support the ASP (e.g. roads, interchanges, estimated general completion time).

9. Transportation Network map showing the location and design of the neighbourhood transportation pattern and facilities including:
- city wide modal priority networks in the neighbourhood and surrounding areas to show transportation connections outside of the plan boundaries;
 - top-of-bank roadway/walkway (where applicable);
 - freeways, interchanges, and arterial and collector roadways;
 - primary transit route(s), High Speed Transit (HST), park and ride facilities, and transit centres;
 - major access points to Provincial controlled highways;
 - any creek and ravine crossing(s);
 - wildlife passages; and
 - shared use paths, pathways, connections and bike routes.
10. Modal Priority map showing street type, transit routes and stations, and cycling and pedestrian routes, overlaid on the land use concept. This map should indicate nodes and links, 200m and 400m buffers around transit routes and stations, and areas which require a unique approach to land use and transit integration.

General Images

Additional illustrative images and maps are encouraged as long as they clearly relate to policy and implementation in the NSP. Zoom-ins of any of the above maps inserted into the text of the NSP, in order to focus on a particular area or policy, is also acceptable. Some examples of types of images that could be used are:

- inspiration photos demonstrating a policy/implementation action;
- drawings of design ideas; and
- figures or maps that help demonstrate policy and implementation actions

5. AMENDING AN EXISTING NSP WITHIN URBAN GROWTH AREAS

As new communities grow, neighbourhood populations rapidly increase and then may slow, decrease or even rise again over the decades. Lifestyles and public priorities also change over time, as do markets, economies and technologies. If, in the opinion of Current Planning or City Administration, a specific development proposal does not conform to an existing plan, then a plan amendment is required.

Amendments are assessed for their compliance with the intent of the policies and vision of the parent ASP and NSP, their compliance with the Designing New Neighbourhood Guidelines, and their support of other relevant Provincial or City policy documents and guidelines, servicing requirements and best management practices. The amendment process is shown in the NSP Amendment Process Diagram and described in more detail in the following sections. The amendment process may be tailored to the complexity of the specific amendment.

NSP AMENDMENT PROCESS

1

PLAN AMENDMENT PREPARATION

Pre-application Consultation

- Consult with Sustainable Development and reviewing departments and agencies as necessary

Applicant initiates technical studies as required
Applicant prepares NSP Amendment document

Formal Submission to Sustainable Development

- NSP document
- technical studies and other information as required

Sustainable Development reviews application for completeness
Sustainable Development assesses fees

Dynamic process

2

PLAN AMENDMENT REVIEW

Circulation and Revision

- Circulation
- Sustainable Development holds meetings with review agencies and applicant as necessary
- Revised applications re-circulated as necessary

Public Involvement

- Sustainable development notifies property owners and stakeholders
- Public involvement events held as necessary

Dynamic process

3

PLAN COMPLETION

Applicant finalizes NSP document
Sustainable Development Prepares Report & Bylaw for Council, notifies Stakeholders and advertises Public Hearing

Council holds Public Hearing and decides on 1st and 2nd reading of Bylaw

Capital Region Board reviews & makes decision on Bylaw (if associated ASP is also being amended)

Council makes decision on third reading of Bylaw

Sustainable Development incorporates the amendment and maintains a consolidated version of the NSP

* When applicable the Capital Region Board reviews the Bylaw prior to 3rd reading by City Council, subject to Ministerial Order No. L:270/10.

5.1 PROCESS

Please note that amendment applications must be submitted online. The City no longer accepts this type of application in paper format.

- After the application fees are paid and all required information has been received, Current Planning circulates the application to other departments and non-City agencies for review and comment.
- At the same time, Current Planning mails a notice to all property owners within 60 metres of the impacted plan, informing them that an application has been received by the City. This circulation area may be increased if the impact of the NSP amendment affects properties more than 60 metres from the plan area.
- Current Planning will use the Land Development Application (LDA) Public Involvement Plan (PIP) to guide public involvement for each application. A public involvement event may be required.
- A planner reviews the feedback from other departments and agencies and prepares a report with a recommendation for City Council. Feedback from the public is summarized in the report to help City Council with their decision. Once this report is finalized, the applicant is advised of the recommendation and asked whether they wish to proceed to City Council, the deciding authority for plan amendment Bylaws.
- Before the Bylaw is forwarded to City Council, it must be advertised in a local newspaper. The applicant is required to pay the associated advertising fees.
- The Bylaw and report are then forwarded to the Office of the City Clerk and placed on City Council's agenda.
- The Municipal Government Act requires that City Council hold a public hearing for all Bylaws. During this public hearing, Council can hear from the applicant and any other members of the public interested in the plan amendment. After the hearing, Council considers each Bylaw.
- While there isn't an official time limit to process an application, it can take anywhere from four months to one year (and sometimes more), depending on the complexity of the application.

5.2 AMENDMENT SUBMISSION REQUIREMENTS

Technical Studies

As NSP amendments can vary greatly in scale and complexity, where necessary, Current Planning will contact and/or hold a meeting with internal and/or external agencies regarding technical study requirements or matters related to a particular technical issue for further clarification or direction (e.g. Provincial and Federal agencies regarding contouring, dredging, or removal of a natural water feature).

Amendments should adhere to the formatting and content requirements discussed in Section 4 Content Requirements and Appendix 1: Submission Requirements.

The components of a NSP amendment application include an introduction, background information, amendment rationale and proposed amendment changes.

Introduction

A brief statement of the following:

- purpose of the proposed amendment; and
- proponents of the amendment including land ownership and agents acting on their behalf.

Background

A brief description of the following:

- amendment location and area within the approved NSP;
- planning and development history for the NSP including Bylaw numbers, date of original NSP adoption, and any previous amendments;
- existing development conditions within and surrounding the plan amendment area (e.g. ecological connections, land use, infrastructure, development staging, subdivision); and
- updated population and land use statistics.

Rationale

A concise description of:

- the proposed amendment(s) to the NSP land use concept;
- the rationale or justification for the applicable amendment(s) that includes:
 - an illustration of how the amendment implements the visions of both the parent ASP and the NSP, and how it maintains or enhances each of the outcomes and principles of the DNN guidelines
 - a description of expected on-site, and any significant off-site, impacts of the proposed amendment, such as a change in land use area, total population or density, traffic volumes, available commercial area, park space, protected natural areas or development staging and servicing
- a summary of required technical reports or updates identified as part of the formal submission requirements; and
- a summary of public involvement methods used, and stakeholder participation and input concerning the amendment.

Amendment Bylaw

This section is to contain the specific changes required to the consolidated NSP document in terms of text, maps, illustrations, statistics and/or policy tables to accommodate the proposed amendment. Applicants will identify those sections within the consolidated NSP document to be changed, and state what specific information must be deleted and substituted, added to, or removed from the approved document.

APPENDIX 1: FORMAL SUBMISSION REQUIREMENTS

Formal submission of the NSP document and amendments to the Current Planning Branch for circulation shall provide all necessary content requirements specified in Section 4 and Appendix 1. This includes submission of necessary technical studies to the level of detail as required by reviewing departments (see Appendix 3).

Once a NSP application or amendment has been reviewed and it is determined that the necessary technical information is included, Current Planning will assess fees payable as per the fee schedule established by City Council through the Fees Bylaw. Fees are payable online or by cheque within 15 days of assessment. Screening and circulation will not occur until fees have been paid in full.

During processing of the plan or amendment application, the NSP document may be further modified, updated or amended. Any changes to the document shall conform to the content requirements identified under these *Terms of Reference* and shall be completed prior to finalization of the document. The following information must be submitted with an NSP or amendment application.

SUBMISSION REQUIREMENTS

1. One paper copy of the submitted NSP document.

2. Technical studies

Submit technical studies, identified under Appendix 3, and additional reports as determined through the pre-application consultation process, including all required statistical summaries. All technical studies shall provide a clear, concise review of findings under each component policy section along with necessary associated maps or illustrations.

Technical studies must be submitted in PDF electronic format on one (1) compact disk and two (2) bound copies on 21.5 cm x 28 cm (8½" x 11") paper, unless otherwise specified by the primary reviewing department (note applicants are required to submit only one (1) bound paper copy of the Hydraulic Network Analysis report for EPCOR Water Services' review).

All reports must be submitted to the Current Planning Branch who will then forward reports to the necessary Civic Departments or agencies (see Appendix 3). Where applicable the applicant should provide evidence that technical studies have been submitted to the appropriate review agencies under separate cover (ex. Hydraulic Network Analysis, Neighbourhood Design Report).

3. Additional Required Information

3.1 Provide a detailed Local Roadway 'Shadow' Plan. This conceptual plan will be reviewed in the context of the NSP and used for information purposes only. It will not be included in the final NSP document or adopted as part of the plan.

3.2 Provide an oil and gas summary table that identifies the well license number, operator/licensee names, any sour gas facilities, the current status of wells (e.g. abandoned, suspended), and the proposed method of incorporation into the land use plan. Also provide a map with the exact location of all abandoned wells, sour gas facilities (cross-referenced with the summary table) and other prominent site features, for participating landowners. This map and table will indicate how abandoned wells are to be incorporated

into the neighbourhood through best planning practices and will improve ease of NSP implementation in later stages of development.

3.3 Land ownership information, including:

- a copy of all legal titles for lands within the plan area that are in excess of 2 ha (4.9 acres);
- a table of registered and assessed owners and legal addresses in conformance with Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act;
- a copy of legal survey delineating Provincial (including Crown claimed waterbodies under the Public Lands Act) and/or Municipal ownership of participating lands within the NSP as identified under the parent ASP; and
- a Land Ownership map identifying the legal address (i.e. Alberta Township System) of proponent, private and public (i.e. Municipal, Provincial and Federal owned) lands within the plan area in conformance with Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act.

3.5 Context and Concept map showing the development concept overlaid on the neighbourhood context map.

Format Requirements

Formal application and submission of the NSP document to Current Planning for circulation shall include:

- An electronic copy of the formal NSP submission document text (in Microsoft Word file format, and other formats as determined by Current Planning);
- Electronic copies of all required figures in PDF file format plus Microstation and/or CAD (DWG, DGN or DXF) file format, compiled on one (1) compact disk;
 - The entire drawing should be moved to the geo-referenced point. The point is to be identified by a symbol. The centre of the symbol must have the correct absolute coordinates. The symbol consists of a concentric circle around the appropriate (planted or found) IP symbol. Place the "RP" text next to RP symbol.
 - All required maps must be formally submitted with appropriate title, plan boundaries, north arrow, scale, legend, known street names and qualifications as required. Additional maps which form an integral part of the NSP document shall be provided at an appropriate scale, page size, and are to be included within the body of the report. All mapping must be reproducible in grayscale (i.e. black and white) colour format.
 - All artwork should be produced on Windows-based software for best inter-corporate portability as The City of Edmonton generally uses Windows OS.

APPENDIX 2: STATISTICAL CALCULATIONS

NEIGHBOURHOOD STRUCTURE PLAN LAND USE CONCEPT AND POPULATION STATISTICS*

	Area (ha)	% of GA
GROSS AREA	#	100.0%
Natural Area (Environmental Reserve)	#	%
Pipeline & Utility Right-of-Way	#	%
Arterial Road Right-of-Way	#	%
GROSS DEVELOPABLE AREA	#	100.0%
Existing Land Uses	#	%
Commercial		
Major Commercial	#	%
Neighbourhood Commercial	#	%
Parkland, Recreation, School (Municipal Reserve)		
District Park	#	%
CKC / School / Park	#	%
Natural Area (Municipal Reserve)	#	%
Institutional		
Fire Station	#	%
Mixed-Use	#	%
Transportation		
Circulation	#	%
Transit Centre	#	%
Infrastructure / Servicing		
Stormwater Management Facilities	#	%
Special Use	#	%
TOTAL Non-Residential Area	#	%
Net Residential Area (NRA)	#	%

RESIDENTIAL LAND USE AREA, UNIT & POPULATION COUNT **

Land Use	Area (ha)	Units/ha.	Units	People/Unit	Population	% of NRA
Single/Semi-Detached ↓	#	25	#	2.80	#	%
Row Housing ↓↓	#	45	#	2.80	#	%
Low-rise/Medium Density Housing ↓↓↓	#	90	#	1.80	#	%
Medium to High Rise Units ↓↓↓↓	#	225	#	1.50	#	%
Total Residential	#		#		#	100.0%

SUSTAINABILITY MEASURES

Population Per Net Hectare (ppnha)	#
Units Per Net Residential Hectare (upnrha)	#
[Single/Semi-Detached] / [Row Housing; Low-rise/Medium Density Housing; Medium to High-Rise Units] Unit Ratio	% / %
Population (%) within 500m of Parkland	%
Population (%) within 400m of Transit service	%
Population (%) within 600m of Commercial service	%
Presence/Loss of Natural Area features	Land Water
Protected as Environmental Reserve (ha)	# #
Conserved as naturalized Municipal Reserve (ha)	# #
Protected through other means (please specify) (ha)	# #
Lost to Development (ha)	# #

STUDENT GENERATION COUNT **

Public School Board	#	Notes:
Elementary School	#	* Where the vision, goals and objectives of a NSP reflect the context of a particular area, some land uses may not be necessary or desirable.
Junior / Senior High School	#	** Applicants are advised to consult with the Planning and Development Department for up-to-date housing mix guidelines, unit and population factors and School Boards specifically regarding school need and student generation factors.
Separate School Board	#	↓ This land use is further prescribed under RF1, RPL, RSL, RF2, RF3, RF4 Zoning and includes triplex and fourplex dwellings.
Elementary School	#	↓↓ This land use is further prescribed under RF5 Zoning.
Junior High School	#	↓↓↓ This land use is further prescribed under RF6 and RA7 Zoning.
Senior High School	#	↓↓↓↓ This land use is further prescribed under RA8 and RA9 Zoning.
Francophone School Board	#	
Elementary School	#	
Junior High School	#	
Senior High School	#	
Total Student Population	#	

APPENDIX 3: REFERENCES & TECHNICAL REQUIREMENTS

REQUIRED REFERENCES

The following list of Bylaws, policies, guidelines and information, must be consulted and incorporated where applicable in the preparation of an NSP or its amendment. Additional sources may be added as required.

Please note this is not an exhaustive list of all policies and guidelines that can inform NSPs. A list of all City policies in alphabetical order is available on the City of Edmonton website:

http://www.edmonton.ca/city_government/city_organization/policies.aspx.

REFERENCE CATEGORY	DEPARTMENT CONTACT *
City of Edmonton's overarching <u>City Vision and Strategic Plan</u> , including: • The Way We Grow - Municipal Development Plan • The Way We Green - Environmental Strategic Plan • The Way We Move - Transportation Master Plan • The Way we Live - Edmonton's People Plan • The Way We Finance - Financial Sustainability Plan • The Way We Prosper - Economic Development Plan)	SD
Province of Alberta	
<u>Municipal Government Act</u>	AMA
<u>Capital Region Board (CRB) Growth Plan: Growing Forward</u>	AMA
<u>Public Lands Act</u>	ESRD
<u>Water Act</u>	ESRD
<u>Wetland Management in the Settled Area of Alberta</u>	ESRD
<u>Wetland Policy</u>	ESRD
City of Edmonton Policies (including the following examples)	
Designing New Neighbourhoods (Policy <u>C572</u>)	SD
Complete Streets (Policy <u>C573</u>)	TS
Environmental Policy (Policy <u>C512</u>)	SD
Natural Areas Systems (Policy <u>C531</u>)	SD
Oil and Gas Facilities (Policy <u>C515</u>)	SD
Public Involvement (Policy <u>C513</u>)	SD
Top of Bank: Development Setbacks from River Valley / Ravine Crests (Policy <u>C542</u>)	SD
Urban Traffic Noise (Policy <u>C506A</u>)	TS

Additional Guidelines, Plans, Resources and Strategies

<u>Arterial Roadway Assessments</u>	TS
<u>Child Friendly Edmonton Strategy</u>	SD
<u>City Design and Construction Standards</u>	SD
<u>City of Edmonton Wetland Strategy</u>	SD
<u>City Wide Natural Area Management Plan</u>	SD
<u>Complete Streets Guidelines</u>	TS
<u>Design Guide for a Safer City</u>	SD
<u>Designing New Neighbourhoods: Guidelines for Edmonton's Future Residential Communities</u>	SD
<u>Drainage Master Plan</u>	FSU
<u>Fresh: Edmonton's Food and Urban Agriculture Strategy</u>	SD
<u>Growth Coordination Strategy</u>	SD
<u>Guidelines for Determining Environmental Reserve (ER) Dedication for Wetlands and Other Water Bodies</u>	SD
<u>Guidelines for Developing Site-Specific Natural Area Management Plans in the City of Edmonton</u>	SD
<u>Historic Resource Management Plan</u>	SD
<u>Inventory of Environmentally Sensitive and Significant Natural Areas</u>	SD
<u>Joint Use Agreement</u> (partnerships between City of Edmonton, Edmonton Public Schools, Edmonton Catholic Schools, and Conseil Scolaire Centre-Nord / Central North Francophone Schools)	CMS
<u>Low Impact Development (LID) Design Guide</u>	SD
<u>North Saskatchewan River Valley Area Redevelopment Plan (ARP)</u>	SD
<u>Transit Oriented Development (TOD) Guidelines</u>	SD
<u>Phase II Ecological Network Report Terms of Reference</u>	SD
<u>Urban Parks Management Plan (UPMP) 2006-2016</u>	SD
<u>Wildlife Passage Engineering Design Guidelines</u>	SD/TS
<u>Winter City Strategy</u>	SD

* AMA = [Alberta Municipal Affairs](#); CMS = [Community Services](#); CS = [Corporate Services](#); ESRD = [Alberta Environment and Sustainable Resource Development](#); FSU = [Financial Services and Utilities](#); SD = [Sustainable Development](#); TS = [Transportation Services](#)

TECHNICAL REQUIREMENTS

Specific technical information may be required at the formal application stage and during circulation of the NSP. The need for particular planning studies and level of detail required should be confirmed by Current Planning during the pre-application stage, prior to plan preparation and undertaking technical studies. Technical studies may be submitted in preliminary or completed form to the satisfaction of the reviewing City Department as determined during pre-consultation.

All technical studies are to be submitted to Current Planning directly, who will then forward reports to the necessary Civic Departments or agencies.

TECHNICAL REPORT*	REVIEWING CITY DEPARTMENT **
Commercial / Retail Market Needs Assessment	SD
Community Knowledge Campus Needs Assessment (CKCNA)	SD
Environmental Overview Report	SD
Geotechnical Report	TS
Ecological Network Report (ENR) - Phase II	SD
Historical Resources Impact Assessment (HRIA)	SD
Historical Resources Overview (HRO)	SD
Hydraulic Network Analysis (HNA)	EW
Neighbourhood Design Report (NDR)***	FSU
Parkland Impact Assessment (PIA)	SD
Risk Assessment	FRS/SD
Top-of-Bank Walk/Study	SD
Transportation Impact Assessment (TIA)	TS
Waterbody Delineation and Legal Survey****	SD
Additional reports and studies requested by Council or City Administration	As required
* The Applicant acknowledges that by submitting technical reports to the City of Edmonton, such documentation and any underlying data will be used by the City of Edmonton in its review and analysis of the application and may be released, at the discretion of the City of Edmonton, to subsequent applicants for the purpose of generating more detailed reports and plans for the area. ** EW = <i>EPCOR Water Services</i>; FRS = <i>Fire Rescue Services</i>; FSU = <i>Financial Services and Utilities</i>; SD = <i>Sustainable Development</i>; TS = <i>Transportation Services</i> *** A Hydrogeotechnical Impact Assessment may be required as a separate report at the NSP level, as described in the City of Edmonton Design and Construction Standards. **** A copy of the legal survey delineating water features within participating lands in the plan area, subject to ownership and or regulatory interest by the Province or Municipality, including wetlands, water bodies, and filled-in water bodies, is required at plan submission. Applicants are advised that a non-response to an inquiry is not equivalent to a waiver of the Crown's claim of ownership to the bed and shore of a water feature. Where participating lands occupy a portion of a water feature, the remnant portion of this area (i.e. non-participating land ownership) will be surveyed in accordance with Alberta Land Surveyor code of practice. Non-participating lands at the NSP stage will be further reviewed at the Zoning level.	

GLOSSARY

All definitions have been drawn from existing City of Edmonton strategic planning documents, including the *Municipal Development Plan*, the *Designing New Neighbourhoods Guidelines*, and the *Complete Streets Guidelines*.

Accessible

Having ease of access.

Active Transportation

Any mode of transportation by which people use their own energy to power their motion and includes walking, running, cycling, cross-country skiing, skateboarding, snowshoeing, roller blading, and use of a manual wheelchair.

Affordable Housing

Housing that requires no on-going operating subsidies and that is targeted for occupancy by households who earn less than the median income for their household size and pay more than 30 percent of that income for housing and require no in-situ support services.

Age Friendly Design

An age friendly built environment includes a safe pedestrian environment, safe street crossings, easy to access shopping centres, a mix of housing choices, nearby health centres and recreational facilities. Additional age friendly urban design features could include non-slip materials on footpaths, adequate street and park furniture and awnings for weather protection, legible and pedestrian scale signage, well-lit walking areas, and the incorporation of Crime Prevention Through Environmental Design principles.

Amenities

Neighbourhood features that contribute to residents' quality of life, such as parks and natural areas, recreational facilities, schools, shopping opportunities and services.

Area Structure Plan

A statutory plan that identifies future neighbourhoods and where residential, commercial, institutional and recreational sites will be located in a previously undeveloped area and how essential municipal services such as water and sewer systems, roads and fire protection will be provided. These plans also describe the number of people that are expected to live in the new area and how development will be staged over time.

Arterial Roads

Intended to carry large volumes of traffic between areas ("through" traffic) with fewer access opportunities to adjacent developments and are defined by the Transportation System Bylaw.

Biodiversity

The number and variability of organisms found within a specified geographic region; this includes diversity within species, between species and of ecosystems.

Bioretention Areas

Bioretention areas (also referred to as rain gardens) are stormwater management and treatment facilities, within a shallow depression, using vegetation and amended topsoil. They provide water quality treatment, reduce runoff and allow for infiltration near where runoff originates, such as roofs, driveways and sidewalks.

Bioswales

Open channels with dense vegetation specifically designed to attenuate, treat, and convey stormwater runoff.

Collector Roads

Provide neighbourhood travel between local and arterial roads and direct access to adjacent lands. Buses generally operate on collector roads within neighbourhoods.

Community Garden

A shared garden space where groups or individuals grow and raise food. Community gardens are often located on public lands or undeveloped private land and are the result of a group of people coming together to make land available for gardening. Community gardens often contain raised bed allotment plots, tool sheds, water access, public art and educational signage, among other features.

Complete Streets Principles

Complete Streets are intended to:

1. Provide safe, accessible, context sensitive travel options for all users and trip purposes.
2. Form a network of streets and intersections that together accommodate all users and allow for efficient and high quality travel experiences.
3. Be adaptable by accommodating the needs of the present and future through the design, effective space allocation and use of appropriate technology.
4. Contribute to the environmental sustainability and resiliency of the city.
5. Be economical and consider the direct and indirect costs, value of the roadway and the adjacent real estate.
6. Be vibrant and attractive people places in all seasons that contribute to an improved quality of life.

Crime Prevention through Environmental Design

CPTED is a pro-active crime prevention strategy that focuses on an analysis of how the features of the environment and the policies that govern its management and use can constrain criminal activity. CPTED strategies are based on the premise that the proper design and effective use of the built environment can lead to a reduction in the incidence and fear of crime and improve the quality of life. Emphasis is placed on the physical environment, productive use of space, and behaviour of people to create environments that

are absent of environmental cues that cause opportunities for crime to occur.

Dangerous Good Route (DGR)

A route which is part of the City's Truck Route system, designated for heavy vehicles carrying specified dangerous goods.

Ecological Network

A coherent system of natural and/or semi-natural landscape elements that is configured and managed with the objective of maintaining or restoring ecological functions as a means to conserve biodiversity.

End-of-Trip Facilities

Infrastructure and amenities for bicycles and bicyclists that enable and encourage cycling as a viable mode of transportation, including short- and long-term secure bicycle parking, lockers, showers, and change rooms.

Energy Facilities

Infrastructure used to extract or distribute electricity, oil and gas such as wells, transmission lines and pipelines.

Focal Point

A grouping of facilities and infrastructure within a common geographic location which acts as a destination point for a variety of purposes to serve a neighbourhood or community.

Greenway

Linear corridor for pedestrians and cyclists that connects parks, natural areas, other neighbourhood destinations and destinations outside of the neighbourhood.

Historic Resources

Structures, manmade or natural sites or areas of historical, cultural and/or architectural significance to the history of Edmonton which contribute to the city's unique sense of time and place.

Livability

The environmental and social quality of an area as perceived by residents, employees, customers and visitors. This includes safety and health (traffic safety, personal security, and public health), local environmental conditions (cleanliness, noise, dust, air quality, and water quality), the quality of social interactions (neighbourliness, fairness, respect, community identity and pride), opportunities for recreation and entertainment, aesthetics, and existence of unique cultural and environmental resources (e.g., historic structures, mature trees, traditional architectural styles).

Low Impact Development Best Management Practices

An ecosystem-based approach to managing and treating storm water runoff.

LRT (Light Rail Transit)

Electrically powered rail transit running on light gauge rail and operating in exclusive rights-of-way or dedicated running ways below, above, or at grade in trains of multiple articulated cars.

Mixed-Use Development

Development that includes a mixture of different land uses such as: residential, commercial, institutional, recreational and public spaces. It generally refers to development where different uses are not only combined on the same site but also within buildings themselves. An example might include residential apartments located above a commercial space located on the lower floors of a building.

Municipal Development Plan (MDP)

A statutory plan which guides the future growth and development of a municipality.

Native Vegetation

Plant species that are indigenous to Edmonton's natural region.

Natural Areas and Features

An area of land or water that is dominated by native vegetation in naturally occurring patterns. Such areas could include grasslands, forests,

wetlands, peatland, or riparian areas. Areas such as groomed parks, sports fields and schoolyards are not natural areas. Natural features may include tree stands, water bodies, geologic formations, peatlands and grasslands that are representative of Edmonton's natural history.

Naturalized Drainage Ways

Surface stormwater conveyance features that use wetland zones, drop structures and natural materials and vegetation to replace storm sewer mains or prevent erosion of existing drainage ways.

Neighbourhood

A residential area with an appropriate mix of housing types with convenience-type commercial facilities and where appropriate, schools or park facilities.

Open Space

Areas of land and water that is semi-natural in composition. Such spaces could include active recreation parks, schoolyards, conventional stormwater management facilities and some boulevards.

Pedestrian Oriented/Friendly

See: Walkable.

Public Art

Artwork which is accessible to the general public and has aesthetic qualities. Typically this art takes into consideration site and context.

Public Space

Space on public or private property within an establishment or outside an establishment, which is open to the public.

Public Transportation

Public transportation is a shared passenger transportation service which is available for use by the general public, as distinct from modes such as taxicab, carpooling or hired buses which are not shared by strangers without private arrangement. Edmonton Transit is the public transportation operator in Edmonton, and the system is comprised of bus, LRT and DATS services.

Right-of-Way (ROW)

a strip of land, including the space above and below the surface that is platted, dedicated, condemned, established by prescription or otherwise legally established for the use of pedestrians, vehicles, or utilities.

Semi-natural

Open green spaces that are not dominated by native vegetation and are at least partially manicured. These may include active recreation parks, greenways, schoolyards, cemeteries, golf courses, conventional stormwater management facilities, landscaped boulevards and some rights-of-way. Semi-natural landscape elements offer permeable spaces through which species may move and may also offer limited resources.

Shared Use Path

A facility for active transportation modes (including walking, wheel chair use, jogging, cycling, and in-line skating) which is generally constructed to a wider, asphalt standard, but may be concrete or granular.

Streetscape

All the elements that make up the physical environment of a street and define its character, including: the road, boulevard, sidewalk, building setbacks, height and style. It also includes paving treatments, trees, lighting, pedestrian amenities and street furniture.

Street Type

Defines a street, taking into consideration the land use context, relationship of buildings to the street and the number of travel lanes, volume, type and speed of traffic.

Sustainability

A way of living which meets the needs of the present and does not compromise the ability of future generations to meet their own needs. Urban planning takes an integrated, holistic view of urban environments and defines sustainability in the context of interrelated ecosystems encompassing economic, social, environmental and cultural sustainability. The principle of sustainability also

includes financial sustainability, ensuring urban planning recognizes and addresses resource constraints and capacities.

Transit Oriented Development (TOD)

Intensified development around LRT stations and transit centres, which creates attractive, livable and compact neighbourhoods with housing, jobs, shopping, community services and recreational opportunities all within convenient walking distance of a node. All TODs are not the same, each development has a unique context and may serve different purposes. Some intensified and mixed use development will also occur along Transit Avenues at a lower level of magnitude.

Universal Design

The design of buildings, streets, services, transportation systems, and public spaces that accommodate the widest range of potential users. This is accomplished by removing barriers for those with mobility, visual and hearing impairments, and accounting for other special needs. The Seven Principles of Universal Design are (1) Equitable Use, (2) Flexibility in Use, (3) Simple and Intuitive Use, (4) Perceptible Information, (5) Tolerance for Error, (6) Low Physical Effort, and (7) Size and Space for Approach and Use.

Urban Agriculture

The practice of cultivating, processing, and distributing food in and around towns and cities. It involves applying intensive production methods and (re)using natural resources and urban wastes to yield a diversity of crops and livestock. Urban agriculture could be undertaken in backyard gardens, rooftop gardens, community gardens and urban farms.

Urban Growth Area

An area identified for future urban growth in the Municipal Development Plan.

Utilities

Facilities for gas, electricity, telephone, cable television, water, storm and sanitary sewer.

View Corridor

A three dimensional area extending out from a viewpoint, encompassing one or more scenic resources which may have many environmental, cultural, agricultural, historic, recreational or economic resources and themes of significance to the city or community.

Walkable

A built environment designed to make travel on foot convenient, attractive and comfortable for people of various ages and abilities. Considerations include the directness of the route, safety, amount of street activity, mix of land uses, local

destinations, separation of pedestrian and auto circulation, street furniture, surface material, sidewalk width, prevailing wind direction, intersection treatment, curb cuts, ramps and landscaping.

Wetland

Land having water at, near or above the surface, or which is saturated with water long enough to promote wetland or aquatic processes, as indicated by poorly drained (hydric) soils, hydrophytic vegetation, and various kinds of biological activity that are adapted to the wet environment.