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1 Introduction

1.1 INTRODUCTION

This Official Community Plan (OCP), prepared in accordance with Sections 29 and 32 of *The Planning and Development Act, 2007* (the Act), is intended to guide the decisions of Council concerning the future growth and development of the City of Melville. The OCP establishes a framework of principles, objectives and policies which seek to promote and prepare for the orderly and sustainable growth of the community over the next 5 to 10 years with a vision and direction moving forward for a 20 year planning horizon. The OCP provides Council with a means of evaluating development proposals and formulating decisions concerning future public investments in community facilities and infrastructure. This community roadmap in turn will provide certainty for persons, agencies, and groups interested or involved in decisions relating to the future growth and development of the community by forecasting the community's direction for growth and establishing policy parameters for accommodating this growth. Although the goals, objectives and policies contained within this plan are intended to be applied within the corporate boundaries of the City of Melville the OCP acknowledges the importance of regional collaborations as a means of coordinating growth plans and establishing mutually beneficial economic and social partnerships between communities.

1.2 LEGISLATIVE AUTHORITY

The Act, as amended, provides the framework for planning and development within Saskatchewan. Section 32 of the Act requires that an OCP contains statements of policy with respect to:

- a. Sustainable current and future land use and development in the municipality;
- b. Current and future economic development;
- c. The general provision of public works;
- d. The management of lands that are subject to natural hazards, including flooding, slumping and slope instability;
- e. The management of environmentally sensitive lands;
- f. Source water protection; and
- g. The means of implementing the Official Community Plan.

2 Community Context

2.1 LOCATION

The City of Melville is located in east-central Saskatchewan approximately 145 km northeast of Regina and 45 km southwest of Yorkton. Melville is bordered by the RM of Cana and the RM of Stanley. The City is located on the CN main line and is situated on the crossroads of Highways 10, 15 and 47.

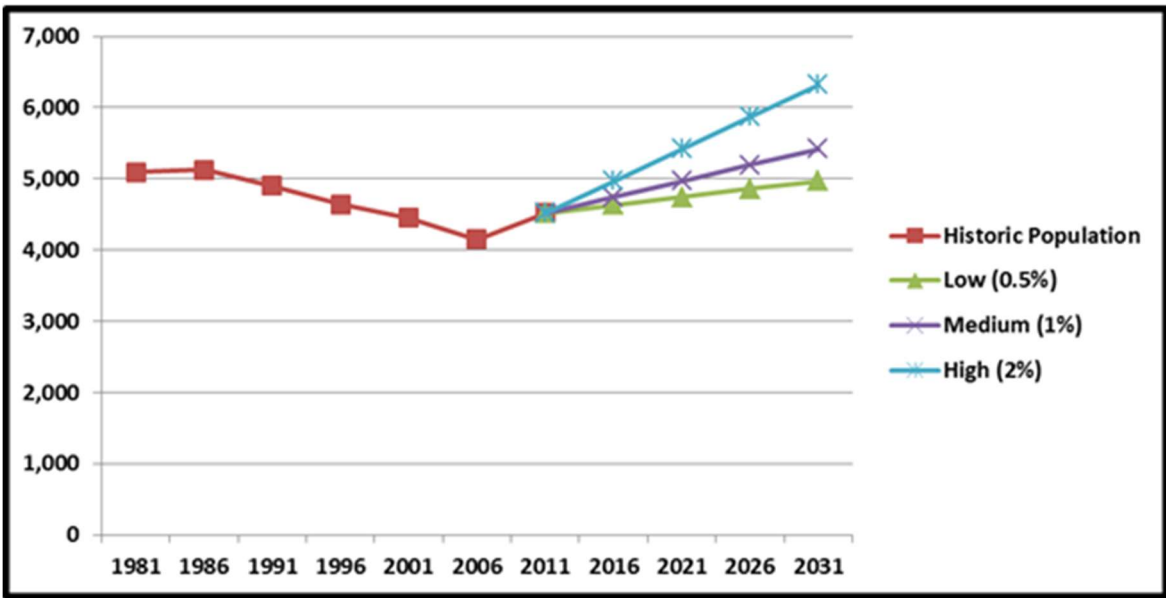
2.2 POPULATION

The population of Melville, according to the 2011 census, was 4,517. Based on this population, Melville is considered the smallest official city in Saskatchewan. A historical overview of Melville's population is provided in Table 3-1 and population projections are illustrated in Figure 3-1. Population projections for the City of Melville have been developed based on three scenarios of low, medium and high growth.

**Table 2-1
Historical Population**

Year	Population	Annual % change
1981	5,092	
1986	5,123	0.1
1991	4,905	-0.9
1996	4,646	-1.1
2001	4,453	-0.8
2006	4,149	-1.4
2011	4,517	1.8
Net Change	-575	
Average Annual Change		-0.4

Figure 2-1
Population Projections



In recent years, the community has experienced a population increase and is moving towards the medium growth projection. Over the next 5 years, the City should plan for a population of 5,400 with capacity targeted to 7,000. The high growth scenario reflects additional growth if a significant economic investment in the area occurs such as the potential potash mine currently being explored in the surrounding area.

3 Development Opportunities & Constraints

3.1 INFRASTRUCTURE

To accommodate projected population growth and address aging infrastructure significant investment and prioritization choices will be required. The City's water supply, treatment and storage have all been identified for investment and upgrades in the near term. The lagoon has reached capacity and is in need of expansion prior to proceeding with any further subdivision development. The capacity issues facing the lagoon are largely attributed to infiltration into the sanitary sewer system; accounting for 49% of the total volume being pumped to the lagoon. Prior to capital investment into expansion of the lagoon, investigation to reduce infiltration should occur. Reduction in infiltration will increase capacity to accommodate growth and development intensification options while deferring capital expenditures. Investment into an infiltration assessment and the potential development of incentives may be more efficient than capital investment into the lagoon expansion. The landfill is also nearing its life expectancy and an issue of leaching has been identified. On-going maintenance of roads and sidewalks will also require investment.



The significant infrastructure investments facing the City pose a real challenge given their fiscal capacity and an existing perception of high taxation and utility rates within the community. A long term infrastructure management plan is required. A consistent population planning horizon of 7,000 should be applied for infrastructure investment incorporating phasing for incremental growth.

3.2 RESIDENTIAL

There is sufficient land within the existing City boundaries to accommodate projected population growth under the high growth scenario. Land identified to the east of the developed area is capable of accommodating a population upwards of 7,000 additional people. Although all of the projected population growth could be accommodated through greenfield development, an increasing portion of residential development should be targeted towards infill development to utilize existing infrastructure. A total of 84 vacant privately owned residential lots have been identified. Additional underdeveloped sites should be identified for new residential through a proactive land use inventory. Aggressive policies and incentives along with flexible and adaptive zoning regulations should be implemented to support higher density, infill development and a variety of housing styles. The Caleb Village senior housing project is an excellent example of infill development allowing seniors to move through the housing continuum and freeing up existing housing stock.

Where new neighbourhood development does take place a higher density and mix of housing forms should be supported. New neighbourhood development should occur on a cost recovery basis and be deferred until infill development policies are exhausted.

3.3 COMMERCIAL/INDUSTRIAL

To support and encourage continued investment and development, the City must be active and responsive to opportunities. Clear policies and incentives need to be in place, identifying and enacting the City's priorities and support for development. Sufficient land should be identified to be ready for opportunities as they arise including availability, servicing and zoning with time responsive approval processes. Underutilized sites, such as the mall site, should be identified and pursued for intensification development.

3.4 COMMUNITY SERVICES

The new Communiplex arena is a significant contribution to the community. The additional services contained within the facility including the hall space, walking track and the fitness and cardio care space make this an integrated facility and focal point for the community. The old arena site offers an



opportunity for redevelopment providing an ideal location for higher density residential development.

The community recreational facilities and programs are considered well utilized and sufficient to meet projected growth. Older facilities including the pool and curling rink will continue to serve the community with routine maintenance and upgrades.

The existing school facilities have capacity to respond to projected growth. The elementary school may require the addition of portables to respond to influxes of students but otherwise there are no significant issues identified with the facilities. The Parkland Regional College will continue to offer varied postsecondary opportunities in the community.

An integrated health facility was developed approximately 10 years ago and provides a contemporary range of health care services to the community and surrounding area. The hospital has sufficient capacity to continue to serve the region over the planning period.

3.4 REGIONAL COLLABORATION

The City of Melville and surrounding rural municipalities have engaged in regional collaboration through the shared landfill, fire services and support for recreational and medical services. Increased communication and cooperative planning is needed to encourage economic development as well as respond to immediate issues including the lagoon expansion. Engaging in a regional perspective and planning beyond the boundaries of the city can assist in identifying opportunities for further regional

coordination and pooling of resources to provide more cost effective and efficient services as well as more critical scale for impact.

4 Community Vision & Principles

4.1 VISION

Melville is a balanced City offering commercial and economic opportunities, residential options and lifestyle amenities with regional momentum, responsible and prudent infrastructure capacity, proactive land use planning and strategic investment to facilitate development and growth.

4.2 PRINCIPLES

1. Integrate infrastructure, municipal service and facility planning with land use planning and growth horizons.
2. Position the City to capitalize on economic opportunities through the adequate allocation of development ready land, responsive and proactive public policies and services.
3. Encourage development intensification within existing residential and commercial areas maximizing existing community amenities, services and infrastructure.
4. Provide and maintain a diversity of recreational and cultural amenities.
5. Ensure basic infrastructure capacity is planned and financed with a fiscal policy for life cycle costing and user pay.
6. Promote efficient, sustainable and planned growth through strategic and targeted public investment, leveraging capacity and investment by others.
7. Support a variety of residential options to meet evolving demographics and community demand.
8. Support regional cooperation and efficiency in the provision of infrastructure and services.

5 Community Growth

Growth must be sustainable over the long term so that the quality of life in Melville is maintained for future generations. To address short term demands and facilitate the long term development of the community, the City will be proactive in managing and directing growth. Priority will be placed on targeting growth towards infill development of vacant and underutilized sites to maintain the value of public and private investment already made. To facilitate economic development and population growth over the long term planning horizon, the City will designate sufficient land to accommodate projected development for residential, commercial and industrial land uses. Development will proceed in accordance with the City's ability to provide municipal services and infrastructure.

5.1 FUTURE LAND USE MAP

The Future Land Use Map attached as Appendix A identifies the existing land use pattern and the proposed growth strategy envisioned by the City and supported by the objectives and policies set out in the Official Community Plan. The location of development shall conform to the Future Land Use Map. When considering an amendment to the Future Land Use Map, a Concept Plan will be required for the proposed area. The Concept Plan shall be consistent with the objectives and policies of the Official Community Plan. Consideration will also be given to the impact of the proposed change on the future development of Melville.

5.2 OBJECTIVES & POLICIES

1. To focus public investment and land use planning to direct growth to infill and more compact form development.
 - a. Identify and prioritize vacant and underutilized sites where infill development can occur and should be encouraged as a first priority.
 - b. Implement phasing techniques to regulate the short term supply of residential sites and promote higher densities to develop before opening new areas for residential development.
 - c. Encourage innovative approaches to the design and development of new neighbourhoods in order to increase overall densities and the efficiency of the development of land.
2. To identify adequate inventories of suitable land for future development.
 - a. Identify an inventory of serviced and serviceable lands, ready for development to position the City to capitalize on and respond to investment and development opportunities.
 - b. Provide clear and accessible information to the public and private sector to guide investment and development.
 - c. Areas within the City not immediately required for urban development and where the future use of the land or the timing of development is uncertain will be identified as Urban Holding on the Future Land Use Map.

- d. The Zoning Bylaw will contain provisions to provide for appropriate interim land uses in the Urban Holding area on the Future Land Use Map to ensure development does not jeopardize or otherwise unduly restrict the future development of these areas.
- 3. To take a proactive approach in infrastructure planning and ensure municipal services are provided in a timely and efficient manner.
 - a. Identify and prioritize infrastructure investment focusing first on more efficient capacity utilization of existing systems.
 - b. Apply a consistent population planning horizon in determining infrastructure investment and delivery of municipal services.
 - c. Develop strategies and standards for the orderly, efficient and economical extension of infrastructure.

6 Residential

The Plan identifies opportunities for residential development that align with the City's fiscal capacity to accommodate growth and strengthen the community cohesiveness. The City recognizes the need



for proactive policies and incentives to encourage and prioritize infill development in support of effective compact growth management and investment in municipal services and infrastructure. The City will utilize phasing strategies for new residential neighbourhoods to manage the supply of land, contribute to an orderly settlement pattern and respond to market demands. In support of the City's desire to maximize investment and provide a greater diversity of housing form, residential development will generally be of a higher density and mix than has been permitted

in the past. To maintain the existing character of the community, residential development should be integrated with and complement existing development.

6.1 OBJECTIVES & POLICIES

1. To encourage infill development and selective redevelopment of presently vacant or underutilized lots to maximize existing municipal services.
 - a. The City shall take a proactive approach to infill residential development and redevelopment through the identification of vacant and underutilized parcels.
 - b. Redevelopment and infill residential development will be supported to maximize the use of existing infrastructure and services and to rehabilitate properties.
 - c. The City shall provide enabling policies to support infill development and investment.
 - d. The City shall explore the implementation of incentives, grants or tax abatements to encourage residential infill development.
2. To provide for the development of orderly and cost efficient housing through the phasing of residential development.
 - a. Residential development shall locate on infill and redevelopment lots.
 - b. If and when sufficient land is no longer available to accommodate additional residential development, new residential development will be encouraged to locate in the areas noted as Proposed Residential on the Future Land Use Map.
 - c. New residential development shall be contiguous with existing development in a manner to facilitate efficient servicing and community linkages.
 - d. An inventory of serviceable residential lands, ready for development, shall be identified to support a competitive development market.

- e. Mobile homes will be permitted in areas designated and zoned for mobile homes.
 - f. Modular and RTM homes will be permitted within residential neighbourhoods if constructed to resemble neighbouring built dwellings.
3. To diversify the supply of residential densities and tenure to respond to the needs of different incomes, ages and interests.
 - a. A variety of housing styles, types of ownership, and choice of lot sizes shall be encouraged to provide greater housing options.
 - b. Actively support and participate in provincial housing programs where appropriate.
 - c. Secondary suites will be supported as a housing option subject to development standards defined in the Zoning Bylaw.
 - d. Private and public special care homes, child and adult day care, and other forms of supportive housing and tenure will be accommodated where appropriate.
 4. To support home-based business as a viable lifestyle and land use option to facilitate economic development and foster entrepreneurship.
 - a. Home based businesses will be permitted in residential areas provided that the home based business use is clearly secondary to the principal residential use of the dwelling unit.
 - b. The Zoning Bylaw shall contain development standards pertaining to permitted home based businesses to ensure that they are compatible with a residential environment and will not create land use conflicts.
 5. To ensure that buildings are constructed and maintained to acceptable standards.
 - a. Residential building construction will be regulated by the City's Building Bylaw, the Provincial Building Bylaws and the National building Code to ensure safe and high quality residential development.
 - b. Mobile, modular and RTM homes will be regulated by the Zoning Bylaw and must meet Canadian Standards Association (CSA) requirements and adhere to the applicable building standards identified in (insert above policy number).

7 Commercial

The City recognizes commercial development and investment as a critical element to the health and vibrancy of the community. A business friendly environment for investment will be provided to enhance Melville as a full service community with the amenities and services to cater to residents, professionals and tourists. The City will seek to support and revitalize existing commercial areas, incent new commercial investment and be ready and responsive to economic opportunities as they arise within the region.

Three areas have been identified and designated within the city to direct and accommodate a diverse range of commercial activities and support services. The Central Commercial Area is more pedestrian oriented, catering to specialized retail, financial, professional and personal services.

Future development in the Central Commercial Area should support and enhance this form of commercial development, including residential development. The highway commercial area acts as the entrance corridor to Melville serving the needs of the traveling public. Future development in this area should support and enhance the visual image of the community and accessibility of the area. The land surrounding the hospital



provides an opportunity for a mix of uses that would benefit from the proximity to the hospital and surrounding highway commercial. The development of this area should be supportive of a range of appropriate uses including commercial, residential and supportive health services.

Vacant or underutilized sites and buildings within the existing commercial development areas provide the opportunity for revitalization, redevelopment and intensification. The City will explore incentives and work with the Chamber of Commerce to encourage investment into existing developments and support infill development in these commercial areas.

7.1 OBJECTIVES & POLICIES

1. To support commercial development and a climate for economic investment.
 - a. An inventory of serviceable commercial lands, ready for development, shall be identified to support investment and development.
 - b. The area shown as Proposed Mixed Use on the Future Land Use Map will be zoned in the Zoning Bylaw to provide development flexibility of land uses compatible with the hospital and highway commercial including supportive health services, residential and commercial.

- c. Council may consider and adopt policies that provide business incentives to new businesses or expanding businesses.
 - d. Monitor the local and regional economy so as to be able to identify opportunities for future development.
 - e. Identify businesses that would complement the existing business mix in the City, and encourage the establishment of such businesses.
 - f. Support the development of additional tourist accommodation and services.
 - g. Promote Melville as a place for new businesses, in conjunction with organizations such as the Chamber of Commerce.
 - h. Ensure the provision of infrastructure zoning and procedures are in place to accommodate these developments in a timely, economical and environmentally sustainable manner.
2. To maintain and enhance a cohesive, viable and dynamic central commercial area.
 - a. The Central Commercial area shown on the Future land Use Map will be zoned in the Zoning Bylaw, for appropriate commercial uses and other compatible development.
 - b. Promote the Central Commercial area as the preferred location for retail activities, professional services, institutional facilities, financial services and government functions.
 - c. Allow for non-commercial uses in the Central Commercial area, providing they do not hamper or conflict with commercial development.
3. To promote the expansion of existing highway commercial operations and encourage the development of new uses in the existing highway commercial area.
 - a. The area shown as Existing Highway Commercial and Proposed Highway Commercial on the Future Land Use Map will be zoned in the Zoning Bylaw, for highway commercial uses and other compatible development.
 - b. Highway commercial will generally be comprised of uses serving the travelling public, requiring good vehicular access, highway exposure, and larger sites.
 - c. Highway commercial uses shall properly integrate with provincial highways through the use of service road systems or controlled access points approved by the Saskatchewan Ministry of Highways and Infrastructure.
 - d. The City will promote and maintain an aesthetically pleasing highway commercial district controlled by development guidelines and regulations provided in the Zoning Bylaw.
 - e. Highway commercial areas shall provide high-profile vehicle and transportation related goods and services which complement and support the commercial viability of the core commercial area.
4. To minimize potential conflicts between commercial and non-commercial land uses.
 - a. Commercial development with adjacent land uses shall be carried out in a way to minimize potential land use conflicts.
 - b. Ensure that all commercial developments are properly buffered or screened from any abutting residential uses or areas designated for future residential development.

- c. Industrial uses such as storage, warehousing, or freight and cartage operations may be allowed in highway commercial areas at Council's discretion.
- 5. To encourage the development of new uses in existing underutilized commercial areas.
 - a. Infill commercial development will be encouraged as a means of concentrating development and effectively utilizing existing services.
 - b. The City shall take a proactive approach to infill commercial development and redevelopment through the identification of vacant and underutilized parcels.
 - c. The City shall provide enabling policies and incentives to support commercial investment and intensification of vacant and underutilized parcels.

8 Industrial

The City recognizes industrial development as an essential component to strengthening Melville's economy. Industrial development and expansion supports a diversified tax base, supports local business and provides for local employment opportunities. Melville has a sufficient area of land for industrial development that the City will utilize as a competitive advantage and vital economic asset. Industrial lands have been identified in areas that would provide access to major transportation



systems and support the clustering of industrial development for efficient service provision and to maintain compatible land use. Industrial development will be encouraged to locate in vacant and underutilized sites prior to initiating new industrial development areas. Where new industrial areas are initiated, they will be encouraged to develop in an organized and efficient manner to most effectively utilize municipal services and land.

8.1 OBJECTIVES & POLICIES

1. To facilitate and promote a variety of appropriate industrial development.
 - a. The areas shown as Existing and Proposed Industrial on the Future Land Use Map will be zoned for industrial uses and compatible development.
 - b. If and when sufficient land is no longer available to accommodate additional industrial development new industrial development will locate in the areas noted as Possible Industrial on the Future Land Use Map.
 - c. Ensure there is a sufficient supply of available industrial land consistent with market requirements.
 - d. The City may provide incentives, through a formal policy, to promote the development and growth of industrial land uses.
 - e. Infilling of vacant and underutilized industrial land or expansion of development areas will be encouraged prior to the development of new areas.
2. To minimize potential conflicts between industrial and non-industrial land uses.
 - a. Industrial development shall occur in an orderly and continuous manner.
 - b. Appropriate development standards for industrial areas shall be applied through the Zoning Bylaw respecting parking, loading, landscaping, signage, building setbacks and other relevant standards.

- c. Adequate buffer zones will be provided to minimize conflict between industrial areas and other, incompatible uses.
 - d. Prior to approving an industrial use adjacent to existing or proposed residential and commercial properties, evaluate potential adverse effects on adjacent areas based on such considerations as odour, noise, smoke, vibration, toxic materials and explosive hazards.
- 3. To ensure the capacities of the City's infrastructure can support identified locations and types of industrial development.
 - a. Promote industrial development in areas that are close to major roadways and utility services.
 - b. Industrial areas shall be provisioned with adequate infrastructure that can accommodate these developments in a timely, economical and environmentally sustainable manner.
 - c. Industrial uses which have the potential to use significant volumes of water and/or contribute significant flows to the sanitary sewer system as a result of industrial processing operations will be listed as discretionary uses in the Zoning Bylaw.
 - d. Prior to the approval of a discretionary use application in an industrial area, Council must be satisfied that it is feasible to service the subject development with municipal water and sanitary sewer systems. Costs, if any, associated with demonstrating such servicing feasibility, will be borne by the applicant.

9 Recreational

The City recognizes the role of parks and recreational facilities in contributing to the health and well-being of Melville. A number of parks and recreational facilities are provided throughout the community. The development of the new Communiplex arena is a significant contribution to the community and a great example of utilizing a facility for multiple uses. The City will further encourage the multi-use of facilities and involving the public and service agencies in their planning and programming.

The existing park spaces are not fully utilized and should be assessed to identify opportunities for infill development and redevelopment. The use of a portion of underutilized park space for infill development can provide a cost benefit to the community through the utilization of existing services. Investment to improve the use and benefit of the remaining portion of park space should accompany an infill development project.



9.1 OBJECTIVES & POLICIES

1. To provide for well integrated sport and recreational facilities that positively contributes to the community's appearance.
 - a. The area shown as Open Space/ Green Space on the Future Land Use Map will be zoned for parks, recreation uses, resource conservation uses and compatible development.
 - b. The City will ensure new subdivision development meet targets for dedicated land requirements.
 - c. Agreements to facilitate joint use of parks and open spaces by the City, the Boards of Education and other public agencies shall be encouraged.
 - d. Ensure design of open spaces reflect safety and security of users.
2. To provide a diverse range of active and passive recreational opportunities.
 - a. A balance of indoor and outdoor experiences shall be provided to ensure recreational facilities receive optimum usage and can be used by all residents in the region for year round recreational pursuits.
 - b. Encourage joint planning of recreational facilities and programs between public, private and volunteer agencies.
 - c. Support multi-use parks and recreation facilities that accommodate a wide variety of passive and active activities.

3. To maximize utilization of open space.
 - a. Identify and assess existing open space based on utilization standards and opportunities for infill development and redevelopment.
 - b. Permit compatible development of underutilized open space under a densification policy where development would result in an overall benefit to the community.
 - c. Investment and redevelopment of remaining open space shall be required where development of open space occurs.
 - d. Consider policies to allocate revenue from these land sales for enhancement of remaining open space.
4. To encourage and facilitate connectivity and walkability throughout the community.
 - a. Where possible, parks and natural areas shall be linked to form a continuous public open space system.
 - b. Linkages to the Regional Park and Agri Park will be encouraged.

10 Institutional

The City of Melville recognizes the importance of providing appropriate institutional services and facilities to ensure a safe and healthy community. The provision of quality educational, health and



fire protection services is essential in the retention of community members and the attraction of new residents. Currently, Melville's school facilities and hospital have sufficient capacity to continue to serve the community and surrounding municipalities. Melville is also committed to providing adequate emergency protection and response services in collaboration with the surrounding municipalities. Opportunities for further collaboration in the effective and efficient provision of community services will be supported. The joint use of facilities will be encouraged to ensure investment and community benefit is maximized.

10.1 OBJECTIVES & POLICIES

1. To provide and manage community facilities and services to meet the present and future needs of Melville residents, and where appropriate, residents in the neighbouring rural communities.
 - a. The Zoning Bylaw will contain an institutional zone to provide for a wide range of community services and other compatible uses.
 - b. Encourage participation by service clubs, community and public agencies and other interested groups and businesses, in the identification of community needs and the development of community facilities.
 - c. The City will ensure that cemetery services meet local community needs.
2. To encourage the coordination and integration of community facilities throughout Melville.
 - a. Support joint use of facilities to maximize community use in meeting the educational, cultural, social and recreation needs of the community.
 - b. Encourage public uses such as places of worship, to participate in an expanded role in providing meeting spaces, daycares and other community needs.
 - c. Collaborate with regional municipalities to identify opportunities for efficient use of services and facilities and avoid duplication.
3. To provide adequate police, fire, health care and emergency response services.
 - a. Continue to support and work with the appropriate public agencies to provide adequate fire, police, healthcare and emergency response services.
 - b. Continue to work with neighbouring municipalities to avoid service duplication and to maximize the scale and efficiency of services.

- c. Review development and growth needs, and annually review the overall response times and level of protective services to new development areas.
- 4. To support public service delivery agencies in the provision of services.
 - a. Continue to support and work with all levels of government, Good Spirit School Division and Parkland Regional College to provide high quality training to the citizens of Melville.
 - b. Support the efforts of the Health Region for the development and investment in health care facilities in Melville.
 - c. Provide information to residents on availability of community services and resources and, where appropriate, assist in programming of services to the public.

11 Community Infrastructure

The City recognizes the need for proactive infrastructure planning to ensure the adequate provision and maintenance of municipal services. A number of significant capital investments have been identified to



address aging infrastructure and capacity issues including planned improvements to the City's water treatment facility which upon completion will supply sufficient capacity for an additional twenty years of growth. To manage infrastructure challenges facing Melville, the City should implement an infrastructure management plan utilizing a consistent population planning horizon and identifying phasing for incremental growth. The City will need to prioritize investment and upgrades while investigating strategies to optimize use of existing infrastructure and defer capital expenditures. Strategies and incentives will be pursued to

reduce infiltration into the sanitary sewer system and encourage infill development for the utilization of existing infrastructure. The City will support increased public awareness of infrastructure planning and encourage conservation, recycling and waste reduction.

11.1 OBJECTIVES & POLICIES

1. To ensure prudent decision-making and fiscal management of community resources with respect to the provision of new and expanded municipal infrastructure services and facilities.
 - a. Utilize municipal services in an efficient manner by encouraging infill development on existing serviced lands.
 - b. Take a proactive approach in infrastructure planning in order to direct investment and conserve financial resources.
 - c. Examine opportunities to reduce extraneous infiltration into the sanitary sewer system to increase its capacity to accommodate new growth.
 - d. Develop and maintain an Asset Management Strategy to identify an upgrade and replacement schedule for municipal infrastructure.
 - e. Carefully evaluate all capital projects in terms of phasing, design standards, threshold capacities, financing implications, operating costs, and maintenance costs.
 - f. Ensure that all capital projects are prioritized in terms of community growth and anticipated capital expenditures by conducting fiscal impact analyses.
 - g. Utilize all available Provincial, Federal and other grant programs to their maximum.
 - h. Preference will be given to reinforce existing services; however, for new subdivision the proponent will be required to enter into a servicing agreement with Melville to cover the costs of municipal service installation or improvements including applicable costs of improvements or upgrading of off-site services through development levies. Council will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance bonds or letters of credit.
2. To optimize use of existing City water, sewer and solid waste management infrastructure and capacities.

- a. Promote and facilitate infill development and land use intensification to maximize use of existing infrastructure and previous investment in municipal services.
 - b. Adopt an infiltration reduction program to reduce infiltration in the existing sewer system.
 - c. The building of facilities and activities that encourage or enhance energy efficiency, waste reduction, re-use or recycling of wastes shall be accommodated.
 - d. The City will work towards increasing public awareness of conservation, recycling, and waste reduction through communication with community residents.
3. To provide for the orderly and efficient development of municipal and provincial utility infrastructure in conformance with land use policies and environmental regulations.
 - a. All developments shall be serviced in agreement with the Future Land Use Map or any future concept plans.
 - b. Ensure that existing utility services are expanded in an efficient and economical manner to accommodate projected community needs.
 - c. Require proper management of storm water in all new developed areas.
 - d. Adopt sewer construction specifications and procedures to ensure that new and renovated sewer systems remove or prevent infiltration.
 - e. The City will continue to cooperate with provincial and private agencies in providing a high level of gas, power, and communication service to the community.
 - f. The City will work with provincial agencies in establishing future routes for utility lines with regard given to community development plans and protection of the natural environment.
4. To promote the development of an integrated transportation system for the safe and efficient movement of vehicles and pedestrians within and through Melville.
 - a. New roads will be required to link with the existing road network in a safe and efficient manner.
 - b. The City will acquire property for road right-of-ways by means of dedication or an agreement for purchase at the time of development or redevelopment of property.
 - c. Require all new commercial and industrial development adjacent to highways to have access consistent with highway standards.
 - d. Traffic safety for pedestrians, cyclists and private vehicles shall be a consideration in all land use and development decisions.
 - e. Require that new developments include pedestrian linkages, where appropriate, to ensure pedestrian continuity and safety within neighbourhoods and to facilities and destination points.
5. To provide an acceptable level of solid waste collection and disposal that is economical and environmentally safe.
 - a. Melville shall pursue a comprehensive waste management plan to continue the regionalization of Solid Waste Management and waste disposal alternatives.
 - b. Emphasis on solid waste management shall include waste minimization principles.
 - c. In order to ensure an effective and safe means of solid waste disposal, the City will maintain an equitable fee structure for waste disposal.

12 Natural Capital Management

The City recognizes the role natural features play in the quality of life and sustainability of Melville. The City will seek to protect and enhance the natural features through land use planning, development regulations and public education. The City will encourage environmental stewardship and the integration and linkage of natural features within development areas.



12.1 OBJECTIVES & POLICIES

1. To encourage the retention, enhancement and incorporation of natural features as open space and recreational amenities where appropriate.
 - a. The City will support the integration of important natural areas and features into new and existing development.
 - b. Lands dedicated as environmental reserve shall remain in their natural state and/or be used as part of the integrated open space or public trail system to ensure a continuous integrated system.
2. To ensure sound management of water resources.
 - a. Ensure future storm retention ponds and surface drainage channels are developed to a standard which improves water quality and enhances the facilities in an environmentally sensitive manner.
 - b. Commit to the protection of ground and surface water, public health, property and the environment through the use of water management programs and public education programs.
3. To ensure that development and land uses do not unduly impact the natural environment.
 - a. The City may require an environmental assessment to be carried out on a site that is the subject of a development proposal.
 - b. The City will utilize environmental reserve and environmental conservation easements as mechanisms to protect environmentally significant areas.
 - c. The City will support the safe disposal of sewage, solid and industrial wastes.
4. **To restrict development activities which would accelerate or promote damages arising in areas that are considered hazardous for reason of ground instability, erosion or flooding.**
 - a. **The City will not permit development in areas prone to flooding.**
 - b. **Development proposals within the immediate vicinity of the Crescent Creek area that are considered prone to flooding and should be referred to the Water Security**

Agency to determine the current 1:500 flood elevation and to provide a review and technical comment prior to consideration of approval.

- c, Proposed developments shall not obstruct, increase or otherwise adversely alter water and flood flows and velocities. No building construction is allowed within the 1:500 floodway of Crescent Creek.**
- d. Proposed building construction within the 1:500 flood fringe of Crescent Creek shall be flood proofed to 0.5 metres above the 1:500 flood elevations.**
- e. Structures and services must be protected against flood damage and should be fully functional during hazard conditions.**
- f. Activities which alter existing slopes and may accelerate or promote erosion or bank instability should be prohibited, unless appropriate mitigation measures are taken to minimize the potential of such erosion or bank instability.**
- g. Existing tree and vegetation cover should be preserved where appropriate to reduce erosion and maintain bank stability.**

Bylaw No. 23/2013

13

Cultural & Heritage Resources

The City recognizes and celebrates the contribution of culture and heritage in shaping the aesthetic character and vitality of the community. The City is supportive of community awareness of cultural and heritage resources that exist within the community. Restoration and adaptive reuse of historical buildings will be encouraged where appropriate. The City is committed to the celebration of the arts and Melville's rich and varied history and will support community and cultural groups in providing opportunities for experiencing and appreciating them.



13.1 OBJECTIVES & POLICIES

1. To support art and cultural opportunities in Melville and promote residents interest in the community's heritage.
 - a. Encourage and support a broad range of artistic and cultural opportunities that are expressive, open and accessible to all residents.
 - b. Support public awareness as a means of promoting knowledge and appreciation of local heritage, historical sites and cultural events in the community.
 - c. Recognition, through signage or place naming, shall be encouraged to highlight historical and cultural features and to honour significant citizen contributions.
 - d. Assist community and cultural groups in obtaining appropriate grants to sustain and expand local activities and facilities.
2. To identify and preserve buildings, sites and other unique features of historical and cultural significance.
 - a. The City will give consideration to the historic significance of older structures and sites to determine the requirement for public or private action for their conservation.
 - b. Significant historic sites and architectural features shall be designated as heritage properties and suitably recognized in accordance with The Heritage Properties Act.
 - c. Existing heritage resources will be protected from incompatible land uses which may threaten their integrity or operation.
 - d. The City supports the reuse, renovations or additions that preserve the historical significance of heritage resource buildings.

14

Regional Collaboration

The City has an interest in maintaining and strengthening its relationship and collaboration with surrounding municipalities in the implementation of this Plan and for the overall benefit of regional cooperation. The City of Melville and surrounding municipalities currently engage in regional collaboration on a number of mutual interests including the landfill, fire services, health services and recreational facilities. The City will seek to further engage in informative dialogue with senior levels of government and regional stakeholders to gain a greater understanding of and coordinate future plans and infrastructure investment requirements. The City will also be prepared for and pursue economic opportunities as they arise within the region.



14.1 OBJECTIVES & POLICIES

1. To ensure that land use policies and new development for areas in close proximity to the City are compatible with existing development and long term growth strategy.
 - a. The City has interest in lands immediately surrounding the city and is supportive of cooperative land use planning.
 - b. The City will seek opportunities to review and comment on new subdivisions within the immediate surrounding area to ensure compatibility with the City's long term growth strategy.
2. To facilitate inter-municipal cooperation in the delivery of efficient, cost-effective and safe regional services.
 - a. Inter-municipal cooperation and public/private sector initiatives that focus on a cooperative approach to providing and sharing cost efficient and effective services that optimize use of the regions financial and infrastructure resources shall be encouraged.
 - b. The City will regularly review servicing agreements with the surrounding rural municipalities to ensure the delivery of efficient and cost-effective shared services.
 - c. The physical and economic ability to extend urban services to specific areas within the surrounding rural municipalities should be logical, reasonable and cost effective and not jeopardize the City's ability to provide services within the community.
 - d. The City will work with the surrounding rural municipalities to inform one another of infrastructure and service requirements within the region in order to coordinate and protect the implementation of future infrastructure requirements.

3. To support and cooperate on regional action areas such as transportation, regional district services and facilities and economic development.
 - a. Build and maintain effective channels of communication on inter-municipal issues.
 - b. Work with provincial highway jurisdictions and rural municipalities to ensure that the functional integrity of highways is compatible with development policies in the rural-urban fringe area of the City.
 - c. Identify and pursue economic development opportunities in cooperation with surrounding rural municipalities.

15

Plan Implementation

The Official Community Plan has established the objectives and policies to meet the anticipated land use demands and needs within the financial and servicing capacity of Melville. The Plan will guide Council and administration by serving as the basis for detailed planning and servicing. The Plan will also function as a communication tool to the public with respect to the direction for comprehensive planning and development.

The Future Land Use Map appended to and forming part of this Plan is meant to graphically represent the City's strategy for accommodating growth and development while the Zoning Bylaw is intended to translate and implement the objectives and policies of this Plan. The City's capital works plan, investment strategy and implementation of additional planning tools will support and align with the objectives and policies of the Plan.

15.1 OBJECTIVES & POLICIES

1. To ensure that the intent of the policies outlined in the Plan are consistently adhered to in the decision making process.
 - a. Review zoning bylaw amendments, subdivision and development applications in context to the overall direction and conformity with the intent of the OCP.
 - b. Review existing and prepare new supporting plans and documents with respect to land use, infrastructure and development.
2. To encourage public participation and consultation in the implementation of this Plan and all other planning and development issues.
 - a. Increase general public knowledge and understanding of the vision and objectives of the OCP.
 - b. Ensure the public is informed and consulted in a timely manner regarding planning and development processes.

15.2 MUNICIPAL FINANCING OF THE PLAN

Demands on existing municipal services and infrastructure represent a major planning and administrative challenge. The City is approaching a critical period to ensure that its municipal services and infrastructure assets continue to meet the needs of the community both now and into the future. The City will be confronted with many decisions concerning new and expanded municipal services and infrastructure as the City experiences economic and population growth. To realize the vision and objectives of the Official Community Plan and ensure the needs of the community are provided for, the City will be required to proceed with greater integration of its infrastructure management, budgeting and land use planning decisions. The City will be required to take a proactive approach to direct investment and conserve financial resources through the implementation

of a focused public investment strategy. The investment strategy should prioritize infill development and identify the opportunities for greater use of existing capacity to achieve incremental growth. The Council should prepare a Capital Works Plan in coordination with the City's Official Community Plan to prioritize capital project expenditures.

15.3 PLANNING TOOLS

15.3.1 Zoning Bylaw

In accordance with The Act, the City will be required to adopt a Zoning Bylaw in conjunction with the Official Community Plan. The Zoning Bylaw will be used to achieve the objectives and implement the policies of this Official Community Plan by prescribing the uses of land, buildings or other improvements that will be allowed in the different zoning districts established in the City. In addition, the Zoning Bylaw regulates how these uses may be carried out and the standards that developments must meet.

The Zoning Bylaw provides the City with actual control over land use and the types of development and uses allowed in each land use district, the associated supplementary requirements, and development standards will be specified in the Zoning Bylaw respecting building setbacks, parking, loading, landscaping, signage, buffering and all other relevant standards prescribed by the City from time to time.

To ensure that these regulations work to help achieve the stated vision and objectives, the Zoning Bylaw must be consistent with the policies and the intent of this Official Community Plan to promote and prepare for new development. In considering a Zoning Bylaw or an amendment to the Zoning Bylaw, Council shall refer to the policies contained in the Official Community Plan and Future Land Use Map to ensure that the development objectives of Melville are met.

15.3.2 Concept Plans

In accordance with Section 44 of The Act, Council may choose to adopt a Concept Plan consistent with this Plan for the purpose of providing a framework for subsequent subdivision and development of an area of land. Concept Plans will be used to identify the density of development, the phasing of development and the general location of services proposed for the area. A concept plan will consist of policy objectives and/or a map for subsequent subdivision and development of an area and may be undertaken for a residential, industrial, commercial or mixed use area.

15.3.3 Servicing Agreements

Where Council requires a Servicing Agreement, the Agreement becomes a condition of approval of a subdivision by the approving authority. The Agreement will ensure that municipal standards are met for capital works and ensure that such infrastructure development costs are borne by the developer. A Servicing Agreement will be required unless there are no services or offsite levies required for a subdivision. Council may consider a general municipal share in the cost of offsite infrastructure where the improvement is designed to serve more than the subject subdivision.

Where a subdivision of land requires the installation or improvement of municipal services such as roads, water lines, sewers, sidewalks, street lighting within the subdivision, the developer will be required to enter into a Servicing Agreement with the City to cover the installation or improvements including, where necessary, charges to cover the costs of improvement or upgrading of off-site services. Council will, by resolution, establish the standards and requirements for such agreements and charges, including the posting of performance guarantees or letters of credit.

15.3.4 Development Levies

In accordance with Section 169 of The Act, Council may establish, by separate bylaw, development levies for the purpose of recovering all or part of the capital costs of providing, altering, expanding or upgrading the following services and facilities associated, directly or indirectly, with a proposed development:

- Sewage, water or drainage works;
- Roadways and related infrastructure;
- Parks; and
- Recreational facilities.

The City will undertake studies necessary to define the benefiting areas and the unit costs associated with required capital upgrading of offsite services. The studies will be used to determine a fair level of offsite servicing charges.

15.3.5 Building Bylaw

The City will use its building bylaw to supplement provincial and federal enactments in the regulation of building construction, additions and alterations. The building bylaw will provide standards to ensure that new construction is physically acceptable to the community. The building bylaw will control the minimum standard of construction through the issuance of building permits.

15.3.6 Direct Control Districts

In accordance with the Act, where it is considered desirable to exercise particular control over the use and development of land and buildings within a specific area, Council may, in the Official Community Plan and Zoning Bylaw, designate an area as a Direct Control District.

Direct control districts (DCDs) are intended to provide for developments that, due to their unique characteristics, innovative ideas, environmental site constraints, historical significance or unusual site constraints, require specific regulations unavailable in other land use districts. Criteria utilized in the evaluation of development in DCDs shall include, but not be limited to the following:

- the development shall successfully integrate with adjacent land uses and development;
- the development shall be economically, physically, and socially sustainable;
- the development shall conform to the overall goals and objectives of this Plan;
- the development is not premature in terms of the provision of supportive municipal infrastructure;
- the development manages all impacts on environmental and heritage resources; and
- the development shall be appropriately serviced providing for adequate off-street parking and loading facilities, as well as special considerations for site layout and landscaping.

15.3.7 Public Participation

In accordance with The Act, special provisions for public participation may be required by Council which are appropriate to the nature and scope of the planning matter being addressed, to ensure that the public is informed and consulted in a timely manner regarding planning and development processes.

15.3.8 Statements of Provincial Interest

This Plan shall be administered and implemented in conformity with applicable provincial land use policies or statements of provincial interest, statutes and regulations and in cooperation with provincial agencies. Council will review this Plan and the Zoning Bylaw for consistency with new provincial land use policies or statements of provincial interest adopted pursuant to The Act. Wherever feasible and in the municipal interest, Council will avoid duplication of regulation of activity and development governed by provincial agency controls.

15.3.9 Monitoring & Amendment

The Official Community Plan is not intended to be a static and inflexible document. The Plan, including projections and the Future Land Use Map, should be reviewed and revised to respond to new issues, changes and opportunities. It is recommended that the Plan be reviewed within a five year period to determine whether the stated objectives are still relevant, whether the policies as set out are being effective in achieving those objectives and whether the policies remain consistent with the Act.

When considering an amendment to the Official Community Plan, the impact of the proposed change on the rest of the Official Community Plan and the future development of Melville should be examined. Any changes to the Official Community Plan or the Zoning Bylaw should be in the interest of the future development of Melville as a whole.

15.3.10 Contract Zoning

1. Where an application is made to Council to rezone land to permit the carrying out of a specified proposal, Council may, for the purpose of accommodating the request, enter into a contract Zoning Agreement with the Applicant pursuant to Section 69 of the Act.
2. Contract Zoning permits a municipality to manage the use of a site and layout of a specific proposed development that requires rezoning. Council may use a Contract Zone to rezone a site to allow a proposed development, but may also restrict uses normally allowed in the zoning district through a contract.
3. Council may enter into an agreement with the applicant setting out a description of the proposal and reasonable terms and conditions with respect to:
 - a. the uses of the land and buildings and the forms of development;
 - b. the site layout and external design, including parking areas, landscaping and entry-

- and exit-ways;
 - c. any other development standards considered necessary to implement the proposal, provided that the development standards shall be no less stringent than those set out in the requested underlying zoning district.
4. Council may limit the use of the land and buildings to one or more of the uses permitted in the requested zoning district.
 5. Council may consider rezoning by agreement to accommodate development or subdivision proposals when:
 - a. limiting the uses within a zoning district will avoid land use conflict;
 - b. it is necessary to ensure that appropriate services and infrastructure are provided.

16 Effective Date of the Bylaw

16.1 COMING INTO FORCE

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

Mayor

Seal of the City of Melville

City Manager

Bill Delaine RPP, MCIP

INTRODUCED AND READ a first time this day of , 2013.

READ A SECOND TIME this day of , 2013.

READ A THIRD TIME this day of , 2013.

17 Definitions

The Zoning Bylaw definitions shall apply to this Official Community Plan.

A

Appendix A - Future Land Use Map

1. **Designates the future land uses of Proposed Parcel D legally described as part of the SE 31-22-6-W2 from a combination of Proposed Mixed Use, Proposed Industrial Use and Proposed Highway Commercial Use to Proposed Highway Commercial.**
2. **Appendix A – Future Land Use Map, replace the map with the following map which shows the Proposed Parcel D (attached).**

Bylaw No. 12/2014
3. **Designates the future land uses of Proposed Parcel D legally described as part of the SE 31-22-6-W2 from a combination of Proposed Mixed Use, Proposed Industrial Use and Proposed Highway Commercial Use to Proposed Highway Commercial.**
4. **Appendix A – Future Land Use Map, replace the map with the following map which shows the Proposed Parcel D (attached).**

Bylaw No. 18/2014
5. **Designate the future land uses of Lots 1-40, Block 2, Plan T286 from Existing Central Commercial District to Existing Residential District.**
6. **Appendix A – Future Land Use Map, amend by changing Lots 1-40, Block 2, Plan T286 to Existing Residential District as shown on the attached map.**

Bylaw No. 22/2019
7. **Appendix A – Future Land Use Map is amended by rezoning a portion of the property described as Block/Parcel D, Plan Number T3111 from Open/Green Space to Existing Industrial as shown on the attached proposed plan of subdivision.**

Bylaw No. 06/2023