

**Draft Summer Village of Larkspur & Westlock County**

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# **INTERMUNICIPAL DEVELOPMENT PLAN**

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DRAFT

# ACKNOWLEDGEMENTS

## 1.1 Territory

The Councils of the Summer Village of Larkspur and Westlock County respectfully acknowledge that the Summer Village of Larkspur & Westlock County Intermunicipal Development Plan addresses lands that are part of Treaty 6 Territory, traditional lands of Cree and Métis people, whose footsteps have marked these lands and shores for generations.

## 1.2 Community Members

The municipalities would like to thank the many community members who contributed to the Summer Village of Larkspur & Westlock County Intermunicipal Development Plan by attending public meetings and providing written feedback. This Intermunicipal Development Plan is the result of your community pride and hard work.

To be completed/confirmed when all public engagement is completed.

## 1.3 Intermunicipal Planning Committee

The following is a list of members of the Intermunicipal Planning Committee whose knowledge, cooperation, and hard work helped develop the Summer Village of Larkspur & Westlock County Intermunicipal Development Plan.

Summer Village of Larkspur	Council	Nick Tywoniuk
	Administration	Kim Bancroft, CAO
Westlock County	Council	Fred Slobodian
	Administration	Laurie Strutt, Director of Planning and Community Services

## 1.4 Project Team

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# 1. INTRODUCTION TO THE PLAN

The Summer Village of Larkspur & Westlock County Intermunicipal Development Plan (the IDP) is a statutory plan adopted by bylaw by the Councils of the Summer Village of Larkspur and Westlock County. The location of the IDP area within the Westlock County region is illustrated on Map A.1 – Regional Location.

## 1.1 Purpose of the Plan







An IDP is a statutory plan prepared by two or more municipalities that share a common border. The purpose of the IDP is to ensure that future development concepts and land use policies for areas of mutual interest are coordinated between the municipalities, and establish processes for communication, referral, and dispute resolution to mitigate the risk of future land use conflicts between the partnering municipalities. Policies in this IDP applies to lands within the Summer Village of Larkspur and Westlock County identified on Map 8.1 – Plan Area Boundary and Map 8.2 – Future Land Use.

The municipal policy framework that supports the preparation of an IDP is contained within the municipalities' respective Municipal Development Plans.

The municipalities acknowledge that each municipality party to this IDP is equal and has a right to growth and development. The municipalities have agreed that a negotiated IDP is the preferred method of addressing intermunicipal land use planning issues within the IDP area and that an IDP represents an opportunity for continuing a cooperative working relationship. Policies within this IDP are not intended nor shall be interpreted to fetter the discretion or autonomy of each municipality's Council.

## 1.2 Plan Principles

The IDP is guided by six planning principles. These principles are derived from the IDP requirements outlined in the *Municipal Government Act*, RSA 2000, c M-26, as amended (the MGA), as well as the Provincial Land Use Policies. These principles guided the development of plan policies and are fundamental to the interpretation and implementation of this IDP.

Principle 1	Principle 2	Principle 3
Maintain open, fair, and honest communication.	Ensure that future development is mutually beneficial and compatible.	Respect and maintain the local heritage and character of the region.
		
Principle 4	Principle 5	Principle 6
Ensure efficient use of land, infrastructure, public services, and public facilities.	Identify and protect environmentally sensitive features.	Provide for effective IDP administration and implementation mechanisms.
		

## 1.3 Plan Organization

<b>PART 1</b>	Introduction to the Plan	Includes the purpose of the plan, history, plan principles, plan organization, legislative requirements for an IDP, and relationships to other plans.
<b>PART 2</b>	About the Plan Area	Information about the Plan Area's land use, transportation, and environmental features.
<b>PART 3</b>	General Policy Framework	Contains general policies for all land use and development activities in the Plan Area.
<b>PART 5</b>	Environmental Policy Framework	Contains environmental policies for all land use and development activities in the Plan Area.
<b>PART 5</b>	Future Land Use	Contains policies for specific land uses areas.
<b>PART 6</b>	Cooperation	Addresses the Intermunicipal Planning Committee, intermunicipal communication, circulation and referral procedures, amendment and repeal processes, and criteria for future annexation.
<b>PART 7</b>	Resolving Disputes	Outlines processes for resolving intermunicipal disputes related to the IDP.
<b>PART 8</b>	Plan Maps	Maps that illustrate the location of the IDP area, and relate to specific policies in the IDP.
<b>APPENDIX</b>	A to C	Additional information (not approved as part of this IDP) that may be used to clarify questions about existing land uses, definitions, and provincial recommendations.

## 1.4 Legislative Requirements

Requirements for IDPs are outlined in Section 631(2) of the *Municipal Government Act*, R.S.A. 2000 c. M-26, as amended (MGA). The IDP is consistent with requirements for intermunicipal collaboration and IDPs identified within the MGA.

## 1.5 Relationships with Other Plans, Frameworks, and Bylaws

### Upper Athabasca Regional Plan

The Upper Athabasca Regional Plan (UARP) is currently being prepared by the Province of Alberta and is expected to come into effect in the future. The IDP plan area is located entirely within the proposed UARP area.

When completed, the UARP will use a cumulative effects management approach to set policy direction for municipalities to achieve environmental, economic, and social outcomes within the Upper Athabasca Region.

Pursuant to section 13 of the *Alberta Land Stewardship Act*, S.A. 2009, c. 26.8, as amended (ALSA), regional plans are legislative instruments. Pursuant to section 15(1) of ALSA, the Regulatory Details of the UARP are enforceable as law and bind the Crown, decision makers, local governments and all other persons while the remaining portions are statements of policy to inform and are not intended to have binding legal effect.

### Alberta Land Use Framework

The Alberta Land Use Framework sets out an approach to managing public and private lands and natural resources to achieve Alberta's long-term economic, environmental, and social goals. The Alberta Land Use Framework establishes the Alberta government's model for the UARP and other regional plans, and identifies three desired outcomes:

- A healthy economy supported by our land and natural resources
- Healthy ecosystems and environment
- People-friendly communities with ample recreational and cultural opportunities.

The municipalities have worked closely to ensure that the IDP has been developed in a manner that adheres to the intended purpose of the regional plans, as identified in the Alberta Land Use Framework.

### *Intermunicipal Collaboration Framework*

All municipalities in Alberta are required to adopt an Intermunicipal Collaboration Framework (ICF) with each municipality with whom they share a common border. This IDP is consistent with the policies, communication and collaboration processes identified in the applicable ICF.

### *Municipal Development Plan*

A Municipal Development Plan (MDP) is a statutory plan that guides the future growth and development of a municipality. The MDP establishes a vision to accommodate growth responsibly and serves as an important decision-making tool for Council, administration, and all stakeholders. All MDPs must be consistent with an approved IDP.

The participating municipalities respect that each municipality will identify their individual visions and priorities for future land use growth and development through their respective MDPs.

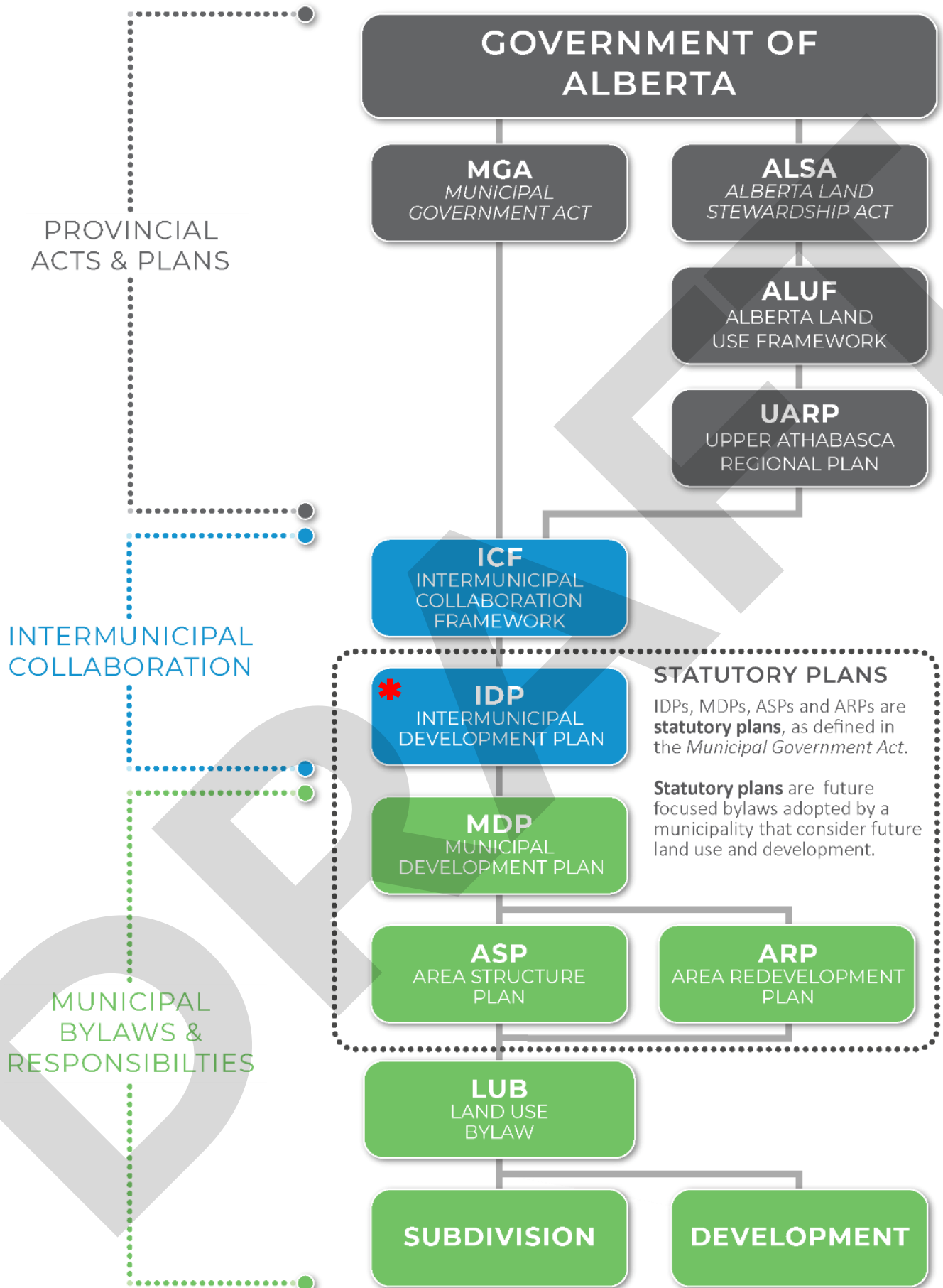
### *Area Structure Plans/Area Redevelopment Plans*

Area Structure Plans (ASP) and Area Redevelopment Plans (ARP) are statutory plans adopted by a municipality. They provide a policy framework for future subdivision and development for a particular area at a local level. They provide land use, access, and servicing policy direction for specific neighbourhoods or areas of a municipality. An ASP or an ARP must be consistent with an approved IDP and MDP.

Currently, there are no ASPs or ARPs within the IDP area.

### *Planning Hierarchy*

The chart on the following page identifies how an IDP relates to other provincial acts and regulations, intermunicipal collaboration efforts, statutory plans, and planning processes.





## 2. ABOUT THE PLAN AREA AND LONG ISLAND LAKE

### 2.1 Local History and Geography

Lands within the Plan Area are part of Treaty 6 territory, traditional lands of Cree and Métis people. In 1985, the Summer Village of Larkspur was established by an Order in Council (772/84) from lands that were formerly part of Westlock County. In 2016, the Summer Village had a reported population of 44, a 15.8% increase from 2011 (according to the Summer Village's 2016 Federal Census Profile).

Long Island Lake has a surface area of approximately 211 hectares; the lake's watershed (lands surrounding the lake that drain into its basin via surface and groundwater flows) has a total area (including the lake) of 1,696 hectares.

Long Island Lake is a spring fed lake. It is comprised of 2 basins that are connected by a long, linear channel. The north basin is wide and deep, while the south basin is shallow and narrow (in comparison to the north basin). The total shoreline length of Long Island Lake is 15.9 km.

Two defined inlets and one outlet are found within the north basin of the lake; within the south basin there is one inlet and one outlet (see Map A.3 – Environmental Features for the location of defined inlets and outlets, and for the flow direction of water entering and existing the lake).

A weir has been constructed within the lake's outlet in the north basin. The weir was constructed by Ducks Unlimited, and provincial licensing was first provided in 1985. The purpose of the weir is to stabilize Long Island Lake at an elevation of 2,288.2 feet to aid in wildfowl propagation.

Camp Mackinicholea is located on the north shoreline of Long Island Lake, and the Long Island Municipal Campground is located on the northeast shoreline. The Spruce Island Natural Area, a provincially protected site consisting of 1,601 hectares of land around Spruce Island and Horseshoe Lakes, is located immediately north of Long Island Lake.

### 2.2 Plan Area Boundary

The Plan Area is located within the northeast portion of Westlock County. The Plan Area was developed by the Intermunicipal Planning Committee. It generally extends 800 metres (0.5 miles) from the boundaries of the Summer Village of Larkspur.

The boundary of the Plan Area are identified on Map 8.1 – Plan Area Boundary.

### 2.3 Rural and Agricultural Developments

Developments in the Plan Area on lands within Westlock County include rural residences and agricultural operations.

### 2.4 Country Residential Developments

There is one multi-lot country residential development in the Plan Area, located with Westlock County.

Long Legal Description	Location	Number of Residential Lots	Year of Initial Registration
N-7-63-25-W4	Plan 1455 MC	34	1959

### 2.5 Summer Village Development

The Summer Village of Larkspur is a residential community with homes that are occupied seasonally and year-round. The only form of development (apart from residential development) in the Summer Village are lands that are used for recreation or environmental conservation purposes.

The following is a list of early subdivision plans that formed the basis for the Summer Village's current development pattern. These subdivisions predate the creation of the Summer Village of Larkspur.

Subdivision Plan	Number of Residential Lots	Year of Initial Registration
983MC	2	1959
4217MC	94	1961
2547NY	7	1964
4639TR	1	1972

Today, within the Summer Village there are 95 residential lots. The Summer Village's Land Use Bylaw (Bylaw No. 12-3) does not allow for further 'new lot' subdivision within the Summer Village.

## 2.6 Crown and Public Lands

Crown land within the Plan Area includes a 23 hectare parcel of land located within the northwest portion of the Plan Area, west of Long Island Lake. This crown land parcel is forested and undeveloped. Crown land within the Long Island Lake Watershed and the surrounding area is identified on Map A.4 – Development Features.

## 2.7 Transportation and Infrastructure

Access to the Plan Area is provided via Township Road 632 and Range Road 255. Roads within (and near) the Plan Area are shown on Map A.4 – Development Features.

Within the Summer Village, access to individual residential lots is provided via local roads.

The closest Highway to the Plan Area is Highway 801, located 800 metres west of the western-most boundary of the Plan Area. Highway 801 follows a north-south right-of-way west of the Plan Area, forming major intersections with Highway 663 to the north and Highways 44 and 661 to the south.

No piped water or wastewater services are developed in the Plan Area. Water and wastewater services are provided by private onsite systems.

## 2.8 Environmental Features in the Long Island Lake Watershed

In addition to Long Island Lake and the Spruce Island Lake Natural Area, the Long Island Lake Watershed includes the following significant environment features (described below), which are identified on Map A.3 – Environmental Features:

### Soil Characteristics

According to the Canadian Land Inventory, soils are primarily categorized as:

- Class 4 (have severe limitations that restrict the range of crops or require special conservation practices, or both; and
- Class 5 (have very severe limitations that restrict their capability to producing perennial forage crops, and improvement practices are feasible).

This information indicates that lands within the plan area do not have high value for agricultural crop production.

### Environmentally Significant Areas

Several quarter sections within (and adjacent to) the Plan Area are noted by the Province of Alberta as being Environmentally Significant Areas. These areas are shown on Map A.3 – Environmental Features.

The Province's "Environmentally Significant Areas in Alberta: 2014 Update" Report states that ESAs are generally defined as areas that are important to the long-term maintenance of biological diversity, physical landscape features and/or other natural processes, both locally and within a larger spatial context. The report and associated mapping information is intended to be an information tool that complements other information sources to inform land-use planning and policy at local, regional, and provincial scales.

The ESAs in the Plan Area are primarily noted for:

- Containing areas with ecological integrity which includes intact, connected landscapes of a large enough area to enable connectivity and promote species diversity & richness, abundance and population viability; and
- Containing areas that contribute to water quality and water quantity and includes: rivers, streams wetlands and lakes.

ESAs are identified in Alberta for information not regulatory purposes. The primary intended use of the ESA report and associated mapping products is to inform land use and watershed planning for areas identified as having high environmental significance, based on the best information available. When new development is proposed within ESA areas the submission of additional information to identify the area of interest and design mitigations to minimize impacts on significant environmental features may be required.

### *Key Wildlife and Biodiversity Zones*

There is one Key Wildlife and Biodiversity Zones located in the Long Island Lake Watershed, and extends much further north and east (see Map A.3 – Environmental Features).

Key Wildlife and Biodiversity Zones are considered to be a combination of key winter ungulate habitat and higher habitat potential for biodiversity. These zones may contain important riparian vegetation that is important for biodiversity and important winter ranges for ungulates.

Identifying the extent and location of Key Wildlife and Biodiversity Zones within the plan area municipalities enables municipalities to determine if additional information is required when a new development is proposed to assess the potential impacts of the development on key ungulate habitat and corridors within the plan area.

### *Wetlands*

Several provincially identified wetlands are located within the Long Island Lake Watershed. This data is derived from the Alberta Merged Wetland Inventory, which identifies wetlands classified using the Canadian Wetland Classification System (CWCS).

Wetlands are lands saturated with water long enough to promote the formation of water altered soils, growth of water tolerant vegetation, and various kinds of biological activities that can adapt to wet environments. Wetlands are highly diverse and productive ecosystems that provide a wide range of ecological services, and form an integral component of Alberta's diverse landscapes. They play an important role in sustaining health watershed by protecting water quality, providing water storage and infiltration, providing habitat for wildlife, fish, and plants, and sustaining biodiversity.

The Alberta Wetland Policy provides strategic direction and tools for municipalities to make informed land management decisions. The Policy's goal is to conserve, restore, protect, and manage Alberta's wetlands to sustain the benefits they provide to the environment, community, and the economy.

To achieve this goal, the Alberta Wetland Policy focuses on the following four outcomes:

1. Wetlands of the highest value are protected for the long-term benefit of all Albertans.
2. Wetlands and their benefits are conserved and restored in areas where losses have been high.
3. Wetlands are managed by avoiding and minimizing negative impacts, and, where necessary, replacing lost wetland value.
4. Wetland management considers regional context.

### *Aggregate Resources*

A small confirmed deposit of sand is noted in the northeast portion of the Long Island Lake Watershed. This deposit (199 hectares in total) was confirmed by the Alberta Geological Survey based on sampling and/or testing.

### *Historic Resources*

The Listing of Historic Resources is a tool maintained by Alberta Culture, Multiculturalism and the Status of Women that assists landowners, developers, industry representatives, and municipalities in determining if a proposed development might affect historic resources in the Province. The Listing identifies lands that contain or have a high potential to contain historic resources,

including archaeological sites, palaeontological sites, Aboriginal traditional use sites of a historic resource nature (burials, ceremonial sites, etc.), and/or historic structures.

Development proponents with lands that contain (or have a potential to contain) a historic resource may be required to conduct a Historic Resources Impact Assessment, avoid the historic resource, or mitigate potential impacts to the satisfaction of Alberta Culture, Multiculturalism and the Status of Women.

Currently, there are no provincially recognized Historic Resources within the Plan Area or the Long Island Lake Watershed.

## 2.9 Development Constraints

Several low density nodes of oil and gas infrastructure are developed within (and adjacent to) the Plan Area (see Map A.4 – Development Features).

*The Subdivision and Development Regulation* prohibits permanent dwellings, public facilities and unrestricted country residential development within 100.0 metres of gas or oil well. *Directive 079 – Surface Development in Proximity to Abandoned Wells* prohibits surface structures within a minimum 5.0 metres setback from abandoned wells.

## 3. GENERAL POLICY FRAMEWORK

### 3.1 Existing and Planned Development

3.1.1	Where not explicitly indicated in the IDP, the policies and requirements in the respective MDPs shall take precedence.
3.1.2	The municipalities shall provide development opportunities within their jurisdictions that maintains the character of their respective communities.
3.1.3	Within the Summer Village of Larkspur, development shall be limited to the redevelopment of existing lots, in accordance with the Summer Village's LUB.

### 3.2 Requirements for Local Plans

3.2.1	Any amendment to the Westlock County LUB that allows for additional subdivision or development within the Plan Area shall be supported by an Area Structure Plan (ASP) or Conceptual Scheme prepared by the development proponent.
3.2.2	<p>The municipalities will assess a proposed development, having regard for:</p> <ul style="list-style-type: none"><li>a. the size of the development area;</li><li>b. whether or not the proposal is for a single or multi-phase development; and</li><li>c. the provision of infrastructure services,</li></ul> <p>to determine whether an ASP or a Conceptual Scheme is the most appropriate planning tool for the development.</p>
3.2.3	<p>Notwithstanding the requirements of the municipalities (as identified in their respective MDPs and LUBs), all ASPs and Conceptual Schemes prepared to support proposed developments in the Plan Area may be required to provide the following supporting studies and plans as part of the application:</p> <ul style="list-style-type: none"><li>a. Geotechnical &amp; Groundwater Report to identify environmental hazard lands such as high water table, slope stability;</li><li>a. Wetland Assessment to delineate and classify wetlands within the subject site;</li><li>b. Biophysical Assessment to identify significant ecological features, water bodies and watercourses;</li><li>c. Traffic impact assessment and circulation plan to ensure that the integrity of adjacent roads shall be maintained through the use of service roads and limited access points;</li><li>d. Utility servicing plans which identifies location and facilities for servicing;</li><li>e. Storm water management plans;</li><li>f. Soil permeability tests;</li><li>g. Environmental Impact Assessment prepared in accordance with Alberta Environment and Parks (AEP) guidelines;</li><li>h. Phase I environmental assessment to identify areas of potential contamination within the site;</li><li>i. Development specific design standards including: architectural, landscaping and sign controls;</li><li>j. Figures identifying suitable building sites;</li><li>k. Historic Resources Impact Assessment (HRIA) or letter of clearance Alberta Culture, Multiculturalism and Status of Women if the proposed site contains a Historic Resource;</li><li>l. Public consultation;</li><li>m. Any other information or study determined necessary by the Subdivision and/or Development Authority for consideration of the application.</li></ul>

### 3.3 Natural Resources

3.3.1	New commercial aggregate resource extraction developments shall not be allowed on privately owned land within the Plan Area.
3.3.2	Notwithstanding Policy 3.3.1, borrow pits for road construction approved by the County and/or Alberta Transportation shall be allowed within the Plan Area.
3.3.3	Applications for subdivision and development in the Plan Area shall conform to setbacks established by the Alberta Energy Regulator (AER).

<b>3.3.4</b>	The municipalities shall work with oil and gas infrastructure development proponents and the Alberta Energy Regulator to discourage fragmentation of important natural features by the proposed infrastructure in the Plan Area. Existing oil and gas infrastructure in the Plan Area is identified on Map A.4 – Development Features.
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### 3.4 Public Uses, Utilities, and Emergency Services

<b>3.4.1</b>	Public uses, public utilities, and emergency services shall be allowed to develop within all Future Land Use Areas, as provided for in the respective municipality's LUB. The development of public uses, public utilities, and emergency services shall not require an amendment to this IDP.
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### 3.5 Historic Resources

<b>3.5.1</b>	All applications for subdivision and new development in the Plan Area identified as containing historic resources must provide a Historic Resources Impact Assessment (HRIA) and letter of clearance from Alberta Culture, Multiculturalism and Status of Women. Where a HRIA has been waived by the department, a letter of clearance indicating that the HRIA is not required must be provided.
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### 3.6 Roads

<b>3.6.1</b>	The municipalities shall work with Alberta Transportation to ensure that planned development patterns in the IDP are compatible with the long-term design of local highways corridors and highway intersections.
<b>3.6.2</b>	Proposed developments in the Plan Area near established roadways and highways shall utilize existing access points. Proposed new access points to existing roadways will require the approval of the affected municipalities.
<b>3.6.3</b>	A Traffic Impact Assessment (TIA) may be required as a part of a multi-lot subdivision application and/or intensive land use development permit application where the proposed subdivision or development could have a negative impact on regional roadway infrastructure.
<b>3.6.4</b>	Individual municipalities shall be responsible for maintenance of roads within their boundaries. Intermunicipal cost sharing of road maintenance shall be as provided for through new or existing intermunicipal agreements.
<b>3.6.5</b>	Each municipality may restrict the use of heavy vehicles on local roads in the Plan Area to ensure safe transportation routes are maintained, and to protect the integrity of the road network and surrounding developments.

### 3.7 Agreements for Servicing

<b>3.7.1</b>	Intermunicipal cooperation, on matters pertaining to utilities and servicing, shall be guided by an agreement contained within an approved Intermunicipal Collaboration Framework.
<b>3.7.2</b>	New agreements for the development of utilities and servicing infrastructure in the Plan Area shall be developed in accordance with the provisions of an approved Intermunicipal Collaboration Framework shared between the participating municipalities.

### 3.8 Water and Wastewater Services

<b>3.8.1</b>	All water and wastewater systems in the Plan Area shall comply with all applicable provincial regulations and municipal bylaws.
<b>3.8.2</b>	All new lots in multi-lot subdivisions shall be designed to be consistent with the private sewage system policies of the municipality having jurisdiction.
<b>3.8.3</b>	Development on existing multi-lot subdivision shall be designed to be consistent with the private sewage system policies of the municipality having jurisdiction.

## 3.9 Stormwater Management

3.9.1	New developments and redevelopment in the Plan Area shall be encouraged to incorporate Low Impact Development (LID) stormwater management systems and design features, in accordance with the policies of the approving municipality's Municipal Development Plan.
3.9.2	The use of LID stormwater management systems and design features that improve stormwater run-off quality, and reduce the risk of flooding will be encouraged. Potential LID design features may include: the use of pervious paving surfaces which trap pollutants and have a lower nutrient release rate, bio-swales, and rain gardens.
3.9.3	Provisions shall be made to control stormwater runoff to predevelopment rates through the use of site design, on-site storage, and stormwater management facilities.
3.9.4	The use of low-impact stormwater management facilities to control water quantity and quality shall be encouraged and best management practices shall be considered as measures to control stormwater amount and quality to reduce the conveyance of sediment and phosphorus to Long Island Lake.
3.9.5	Where a new development is proposed that may impact surface water flows within an adjacent municipality a stormwater management plan shall be required at time of ASP development, subdivision, or development application, which satisfies the stormwater system design standards of the affected municipalities.
3.9.6	To ensure compliance, the stormwater management plan will be referred to the adjacent municipality as part of the referral process identified in Sections 6.4 to 6.6.

## 4. ENVIRONMENTAL POLICY FRAMEWORK

The following policy framework directs the strategic protection and enhancement of environmental features and resources in the Plan Area. Environmental policies that apply to all lands in the Plan Area are outlined below.

### 4.1 Water Quality

4.1.1	The municipalities within the Plan Area shall include requirements for the inclusion of low-impact infrastructure and landscaping provisions within their respective MDPs and LUBs in order to lower the overall impact of development and redevelopment on Long Island Lake.
4.1.2	Through their respective LUBs, the municipalities shall establish regulations for the installation of erosion and sediment control measures during construction and landscaping on private and public lands within the Plan Area.
4.1.3	Through their respective MDPs, the municipalities shall require landowners and development proponents to manage post-development activities on lots to prevent the degradation of lake water and ground water quality.
4.1.4	The municipalities will encourage farmers to keep grazing animals away from watercourses that flow into Long Island Lake.
4.1.5	The municipalities should develop and maintain bylaws that restrict the use of cosmetic lawn fertilizers and herbicides within the Long Island Lake watershed.

### 4.2 Environmentally Significant Areas

4.2.1	Development on lands identified as Environmentally Significant Areas (ESAs) by the Province of Alberta may be required to conduct include as an application requirement, an Environmental Impact Assessment or Biophysical Assessment which provides sufficient information to ensure that important ecological features on the site are maintained and protected, as outlined in the respective municipality's MDP.
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### 4.3 Riparian Areas, Wetlands, Reserves, and Setbacks

4.3.1	<p>Subdivision of lands adjacent to Long Island Lake, water bodies, watercourses, and wetlands shall be required to provide environmental and/or municipal reserve between the subdivided lots and the legal bank. The width and size of the reserve shall be in accordance with the policies of the municipality's MDP and LUB.</p> <p>Other information that may be considered includes:</p> <ol style="list-style-type: none"><li>Recommendations from qualified professionals;</li><li>The Government of Alberta's <i>Stepping Back from the Water: A Beneficial Management Practices Guide for New Development Near Water Bodies in Alberta's Settled Region</i>; and</li><li>ESRD Recommended Setbacks Chart (see Appendix C).</li></ol>
4.3.2	<p>Development setbacks from Long Island Lake, water bodies, water courses, and wetlands, and other environmentally significant areas affecting <u>new</u> development shall generally be in accordance with the policies of the municipality's MDP and LUB.</p> <p>Other information that may be considered includes:</p> <ol style="list-style-type: none"><li>Recommendations from qualified professionals;</li><li>The Government of Alberta's <i>Stepping Back from the Water: A Beneficial Management Practices Guide for New Development Near Water Bodies in Alberta's Settled Region</i>; and</li><li>The Recommended Setbacks Chart (see Appendix C).</li></ol>
4.3.3	Within the shoreline riparian area of Long Island Lake, the use of lands dedicated as environmental and municipal reserves shall be as per the MGA and the applicable municipality's bylaws and MDP. Small areas of municipal reserve may be developed for public recreational uses to limit uncontrolled access to the lake.
4.3.4	The Environmental Reserve, Environmental Reserve Easements, and/or Conservation Reserves shall be established in accordance with Section 664 of the MGA. The boundaries of these area shall normally be defined using the



	recommendations from a Biophysical Assessment and/or wetland assessment, provided by the development proponent.
4.3.5	The dedication of Environmental or Municipal Reserve within the Plan Area should be coordinated to promote maintenance of these contiguous wildlife corridors.
4.3.6	Municipal and environmental reserves taken at the time of subdivision may be utilized to facilitate the creation of a regional trail system.
4.3.7	The retention of wetlands in the Plan Area shall be encouraged by the municipalities.
4.3.8	The municipalities shall explore opportunities for interconnected trails and open space networks when developing new trails, parks, and preserving open space areas.

## 4.4 Wildfire Protection

4.4.1	All new developments in the Plan Area shall be designed to reduce risk from wildfires. The municipalities will consider the inclusion of FireSmart Canada recommendations (where appropriate) in their respective LUBs.
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## 5. FUTURE LAND USE

### 5.1 Future Land Use Concept

Existing opportunities and constraints within the Plan Area relating to the physical characteristics of the area, the location of existing municipal services, roadways, regional infrastructure, and the location of existing land uses were carefully reviewed to identify the preferred location for future development and land uses.

The Future Land Use Concept for the Summer Village of Larkspur & Westlock County Intermunicipal Development Plan is established on Map 8.2 – Future Land Use. Development and subdivision within the Plan Area shall be consistent with future land use concept on Map 8.2 – Future Land Use and the policies in this section. The Future Land Use Concept will provide a guide for determining future land use patterns within the Plan Area.

Map 8.2 – Future Land Use includes the following Future Land Use Areas:

Agriculture and Rural Development Area	Country Residential Development Area	Crown Land and Conservation Area
Lands where low intensity agricultural uses and rural residential development will occur in the future.	Lands where multi-lot residential development are developed or will be developed in the future.	Crown land areas where future development and re-development will be guided by the Province of Alberta.

### 5.2 Agriculture and Rural Development Area

5.2.1	The conservation of existing agricultural lands shall be encouraged to support the existing agricultural community.
5.2.2	Agricultural uses allowed within the Agricultural and Rural Development Area shall be those uses identified in the Agricultural District in the County's LUB.
5.2.3	Agricultural operations shall be buffered to reduce negative impacts or encroachment from conflicting land uses and developments on adjacent lands.
5.2.4	Intensive livestock operations and confined feeding operations shall be regulated in accordance with Natural Resources Conservation Board requirements, and the policies and regulations in the County's MDP and LUB in order to minimize negative impacts on settled areas within the County, the Summer Village, and the water quality of Long Island Lake.
5.2.5	Subdivision and development for uses other than agricultural uses shall be designed to minimize the fragmentation of agricultural lands.
5.2.6	Subdivision of agricultural land shall comply with the County's MDP policies and the applicable provisions in County's LUB.
5.2.7	New multi-lot subdivision and/or multi-unit developments shall not be allowed within the Agriculture and Rural Development Area.
5.2.8	An amendment to this IDP shall be required to redesignate lands identified within to the Agricultural and Rural Development Area to a different Future Land Use Area.
5.2.9	Any request to designate lands within the Agriculture and Rural Development Area shall be required to include an ASP. The ASP referral process shall be consistent with the referral policies in Sections 6.4 to 6.6.

## 5.3 Country Residential Development Area

5.3.1	Lands within the Country Residential Development Area may be allowed to develop in accordance with the Westlock County Municipal Development Plan and Land Use Bylaw, as amended.
5.3.2	An amendment to this IDP shall be required to include new lands within the Country Residential Development Area.
5.3.3	Subdivision applications within the Country Residential Development Area that identify the ultimate servicing requirements (e.g., water, sanitary sewer) for the entire proposed development area at full buildout to the satisfaction of the County's Subdivision Authority.
5.3.4	<p>In assessing subdivision applications for multi-lot country residential developments, the County's Subdivision Authority shall have regard for:</p> <ul style="list-style-type: none"> <li>a. wherever possible, creation of clustered country residential development;</li> <li>b. wherever possible, provision for direct access to municipal roads without the creation of panhandle lots;</li> <li>c. impacts on surrounding land uses on Crown or public lands, or within the adjacent municipality, if applicable;</li> <li>d. impacts on provincial, regional, and intermunicipal transportation systems (i. e., applicants may be required to provide a Traffic Impact Assessment, request additional approval from relevant agencies and/or organizations, as applicable); and</li> <li>e. environmental impacts (e.g., water quality, soil stability, and natural areas).</li> </ul>
5.3.5	<p>Where possible, new multi-lot country residential subdivisions should be located near:</p> <ul style="list-style-type: none"> <li>a. existing country residential developments; and</li> <li>b. existing roads in the County.</li> </ul>
5.3.6	New residential multi-lot country residential subdivisions may be required to provide on-site buffering from adjacent land uses and developments.
5.3.7	New residential multi-lot country residential subdivisions shall be discouraged from locating on lands that are subject to slope instability or high water tables which would make the site hazardous or unsuitable for the construction of a dwelling.
5.3.8	<p>New multi-lot country residential subdivisions shall be designed to exclude lands which exhibit the following features:</p> <ul style="list-style-type: none"> <li>a. wetlands;</li> <li>b. significant ecological features;</li> <li>c. significant habitat areas and/or protective notations; or</li> <li>d. steep slopes in excess of 15%.</li> </ul> <p>Where these features are present, the development footprint must be designed to exclude these features and meet the minimum buffering requirement identified in <i>Stepping Back from the Water</i> unless an alternative setback is recommended in a report prepared by a qualified professional.</p>
5.3.9	Multi-lot residential subdivision and/or multi-unit development will be allowed only after the approval of an amendment to the County's LUB, placing the lands affected by the proposed subdivision or development into an appropriate district.
5.3.10	Westlock County shall identify, in the County's LUB, regulations addressing the siting requirement and maximum density for RV units allowed on a lot in the Country Residential Districts.

## 5.4 Crown Land and Conservation Area

5.4.1	Active and passive recreational uses shall be encouraged within the Crown Land and Conservation Area.
5.4.2	The municipalities shall work with the Province of Alberta to develop connections between provincial and municipally managed trails where possible.
5.4.3	The municipalities shall advocate wherever possible to the Province that future development in the Crown Land and Conservation Area should only consist of uses that will not conflict with existing agricultural, residents, and recreational developments and environmental conservation efforts in the Plan Area.

## 6. COOPERATION

### 6.1 Plan Administration

#### Adoption

6.1.1	The municipalities agree that the policies contained within this IDP apply to lands identified on Map 8.1 – Plan Area Boundary and that this IDP does not have any jurisdiction on lands outside of the IDP area.
6.1.2	Any amendments to other statutory plans that are required to implement the policies of this IDP shall be done simultaneously with the adoption of this IDP.

#### Approving Authorities

6.1.1	Each municipality's Subdivision Authority and Development Authority shall ensure that their decisions are consistent with the IDP.
6.1.2	Westlock County shall be responsible for the administration and decision on all statutory plans, LUB amendments thereto, and all subdivision applications falling within the IDP area within the boundaries of Westlock County.
6.1.3	The Summer Village of Larkspur shall be responsible for the administration and decision on all statutory plans, LUB amendments thereto, and all subdivision applications falling within the IDP area within the boundaries of the Summer Village of Larkspur.

#### Enactment

6.1.1	This IDP comes into force and effect upon third readings by Summer Village of Larkspur and County Councils, and shall remain in force until repealed, amended, or replaced.
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#### Amendment

6.1.1	Annually, the Administrations of the municipalities and the Intermunicipal Planning Committee shall communicate and (if deemed necessary), meet to determine if any amendments to the IDP are required.
6.1.2	If an amendment is deemed necessary by the municipalities then the results of the review shall be presented to each participating municipality's Council; either jointly or separately. The Councils shall determine if any amendments are to be proceeded with and direct municipal administration to commence with a public IDP amendment process.
6.1.3	Amendments to this IDP may also be initiated by individuals (e.g. residents, development proponents, etc.). When an amendment is proposed by an individual, it shall first be applied for to the municipality in which the subject property lies. If the proposed amendment affects only the text of the IDP, rather than a specific titled area within the plan boundary, the proposed amendment shall be made to both municipalities concurrently.
6.1.4	The IDP shall be comprehensively reviewed every five years, from the date on which the IDP comes into effect, independently or as part of the review of the Intermunicipal Collaboration Framework shared between the municipalities.

### 6.2 Intermunicipal Planning Committee

6.2.1	The Intermunicipal Planning Committee (IPC) will be established upon third reading of the Bylaw adopting the IDP.
6.2.2	The IPC will not be a decision-making body, but will submit recommendations to the approving bodies of the respective municipalities, striving for consensus as much as possible.
6.2.3	The IPC will be comprised of: <ul style="list-style-type: none"><li>a. One member of the Council of Westlock County (voting members);</li><li>b. One member of the Council of the Summer Village of Larkspur (voting members);</li><li>c. The Chief Administrative Officer of Westlock County, or their designate (non-voting member);</li></ul>

	<ul style="list-style-type: none"> <li>d. The Chief Administrative of the Summer Village of Larkspur, or their designate (non-voting member); and</li> <li>e. Other staff as required to provide technical support to the IPC (non-voting member(s)).</li> </ul>
6.2.4	The Councils of each municipality may appoint alternative members, should any member not be able to attend an IPC meeting.
6.2.5	The Chief Administrative Officers of each municipality may appoint another member of their municipality's Administration to serve as an alternate non-voting member.
6.2.6	The IPC shall establish its own rules of procedure, including its own schedule of meetings.
6.2.7	Meetings should be called at the pleasure of the IPC Chair as required.
6.2.8	At minimum, the IPC shall communicate with all members via email on an annual basis to determine if a meeting of the IPC is requested by a member to discuss issues concerning the implementation of the IDP. If no request for a meeting is made, then a meeting of the IPC shall not be required.
6.2.9	The IPC shall not deal with all development matters within the IDP area. Rather, it will deal with all matters referred to it in the manner described in this IDP.
6.2.10	<p>The IPC has the following functions:</p> <ul style="list-style-type: none"> <li>a. To clarify the intent and interpretation of the IDP;</li> <li>b. To develop specific strategies related to the provision of infrastructure, service provision, cost sharing, etc. for proposed subdivision and development in the IDP area that reflect the policies and guidelines set out in the IDP;</li> <li>c. To review and comment on applications to amend the IDP;</li> <li>d. To review and comment on development matters referred to the IPC in accordance with this IDP;</li> <li>e. To participate in the dispute resolution process, as outlined in Section 7; and</li> <li>f. To undertake such other matters as it deems reasonable and as are referred to it by either municipality's Council or Administration.</li> </ul>

### 6.3 Communication

6.3.1	The Council and Administration of each municipality shall encourage and work to improve intermunicipal communication and cooperation.
6.3.2	The municipalities will maintain open lines of communication to resolve misunderstandings and problems in order to capitalize on opportunities for mutual benefit.
6.3.3	The municipalities may explore joint economic initiatives, joint servicing initiatives, joint parks and trails, and profit sharing agreements as the need arises to support development within the IDP area.

### 6.4 Circulation and Referral: Requirements

6.4.1	<p>The municipalities agree that each municipality's Subdivision Authority and/or Development Authority will notify the other County's Administration of the following items:</p> <ul style="list-style-type: none"> <li>a. A proposed MDP, or amendment thereto;</li> <li>b. A proposed LUB, or amendment thereto;</li> <li>c. A proposed ASP or Conceptual Scheme, or any amendment thereto; or</li> <li>d. A proposed subdivision or development permit application that would: <ul style="list-style-type: none"> <li>i. Create significant negative offsite impacts (such as noise, odour, pollution, dust, etc.);</li> <li>ii. Result in significant clearing of vegetation on the site; or</li> <li>iii. Create a significant impact on adjacent municipal, regional, or provincial infrastructure.</li> </ul> </li> </ul>
6.4.2	The County shall notify the Summer Village of the items noted in 6.4.1 that affect lands within 800 metres (0.5 miles) of the shoreline of Long Island Lake.
6.4.3	The Summer Village shall notify the County of the items noted in 6.4.1 that are proposed within the Summer Village.
6.4.4	Comments shall be sent by the responding municipality to the approving authority within 14 calendar days of the date of the referral, as identified in the Administration Review in Section 6.5 unless an alternate time period has been agreed to by both municipalities.

## 6.5 Circulation and Referral: Administration Review

### 6.5.1

Where a referral is required, the referring municipality shall provide complete information concerning the matter to the other municipality's Administration. The administrative review shall proceed according to the following process. The timelines identified in each step may be extended (or, re-extended) for a defined period of time if agreed to in writing by the Chief Administrative Officers of both municipalities.

STEP	TIMELINE	ACTION
1 Referral to Administration	As matters Arise	Where a referral is required, the referring municipality shall provide complete information concerning the matter to the responding municipality's administration.
😊 Resolution or Next Step ▼		
2 Evaluation of the referral by Administration	Within 14 days of receipt of the referral	<p>The Administration of the responding municipality will undertake an evaluation of the matter and provide comments in writing to the administration of the referring municipality within 14 days of receipt of the referral.</p> <p>Should no comments be received within the 14 days, the referring municipality may proceed with the issuance of a decision/next reading of the bylaw.</p>
😊 Resolution or Next Step ▼		
3 Meeting of Administrations	Within 7 days of receipt of comments	If there are any objections, the two administrations shall meet and discuss the issue and attempt to resolve the matter within 7 days of the referring municipality's receipt of the comments provided by the responding municipality.
😊 Resolution or Next Step ▼		
4 Resolution or referral to the IPC	Within 7 days of the meeting	<p>If the administrations resolve the objection, the responding municipality will formally notify the referring municipality in writing, within 7 days of the resolution. The referring municipality will proceed with the processing of the application and issue a decision within the legislated timeframe or proceed to the next reading of the bylaw adoption process.</p> <p>In the event that the objection is not resolved at the administrative level within 7 days of the meeting of administrations, the referring municipality's administration shall refer the matter to the Intermunicipal Planning Committee.</p>
😊 Resolution or Next Step (IPC Review) ▼		

## 6.6 Circulation and Referral: IPC Review

**6.6.1** Matters referred to the IPC for review shall proceed according to the following process:

STEP	TIMELINE	ACTION
<b>1 IPC Meeting</b>	<b>Within 30 days of a referral</b>	Upon referral of a matter to the IPC, the IPC will schedule a meeting to be held within 30 days of the referral. The Administrations of the municipalities will present their positions on the matter to the IPC.
☺ <b>Resolution or Next Step ▼</b>		
<b>2 IPC Report</b>	<b>Within 7 days of IPC meeting</b>	<p>After consideration of the matter, the IPC shall provide a recommendation report to the municipalities that:</p> <ul style="list-style-type: none"> <li>a. Provides recommendations to both administrations with respect to the matter that should be considered to make it more acceptable to the municipalities; and</li> <li>b. Identifies whether a consensus position of the IPC in support of (or in opposition to) the matter has been reached.</li> </ul> <p>If no consensus position is reached by the IPC, the IPC may request that the municipalities employ a facilitator to assist the IPC to work towards a consensus position.</p> <p>If the matter cannot be satisfactorily resolved following the IPC review, the IPC may recommend that a decision in the matter be deferred until the matter can be reviewed by both Councils.</p>
☺ <b>Resolution or Next Step ▼</b>		
<b>3 Municipalities' Responses to the IPC Report</b>	<b>Within 30 days of the IPC Report</b>	<p>Within 30 days of receiving a recommendation report from the IPC, the municipalities will each provide the IPC with written notices:</p> <ul style="list-style-type: none"> <li>a. Acknowledging their respective Councils' receipt of the report; and</li> <li>b. Identifying how they intend to proceed with the referral issue.</li> </ul> <p>The municipalities will provide copies of their notice to the IPC and to one another, so that the referring municipality can determine how to proceed.</p>
☺ <b>Resolution or Next Step (Dispute Resolution Process)▼</b>		

## 7. RESOLVING DISPUTES

### 7.1 Dispute Resolution Process

<b>7.1.1</b>	The municipalities agree that disputes relating to the IDP shall be restricted to the following: <ul style="list-style-type: none"> <li>a. Lack of agreement on proposed amendments to the IDP;</li> <li>b. Lack of agreement on any proposed statutory plan, LUB or amendment to either located within or affecting the IDP Area; or</li> <li>c. Lack of agreement on an interpretation of this IDP.</li> </ul>
<b>7.1.2</b>	Lack of agreement pursuant to Policy 7.1.1 of this IDP is defined as a statutory plan, LUB, or amendment to either that is given first reading by a Council and the other Council deems to be inconsistent with the policies of this IDP or detrimental to their planning interests as a municipality.
<b>7.1.3</b>	A dispute shall be limited to the decisions on the matters listed in Policy 7.1.1. Any other appeal shall be made to the appropriate approving authority or appeal board that deals with that issue.
<b>7.1.4</b>	The dispute resolution process may only be initiated by the municipalities' Councils.
<b>7.1.5</b>	In the event the dispute resolution process is initiated, the municipality having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has been concluded.
<b>7.1.6</b>	The process for resolving intermunicipal disputes related to the IDP shall be in accordance with the following process:

STEP	TIMELINE	ACTION
<b>1 Administration Review</b>	<b>Up to 28 days</b>	When a referral has been received, the Administration review shall be conducted as per the requirements of the <b>Administration Review</b> portion of <b>Section 6.5</b> of this IDP. Failing resolution within 7 days of the meeting of Administrations, the dispute will be referred to the IPC.
😊 <b>Resolution or Next Step ▼</b>		
<b>2 IPC Review</b>	<b>30 days to convene, 30 days to make a decision (unless an extension has been agreed to)</b>	The IPC will convene to consider and attempt to resolve the dispute after conclusion of the Administration Review, as per the requirements of <b>Section 6.6</b> of this IDP.
😊 <b>Resolution or Next Step ▼</b>		
<b>3 Request Facilitated Mediation</b>	<b>Within 15 days of IPC review</b>	If the dispute cannot be resolved through the IPC review, and the matter relates to one of the areas identified in <b>Policy 7.1.1</b> of this IDP, then one or both of the Councils shall (by motion) initiate the dispute resolution process and provide notice to the other municipality upon receipt of the notice. The municipalities must appoint a mutually agreed upon mediator to attempt to resolve the dispute by mediation within 15 days of the conclusion of the IPC review.



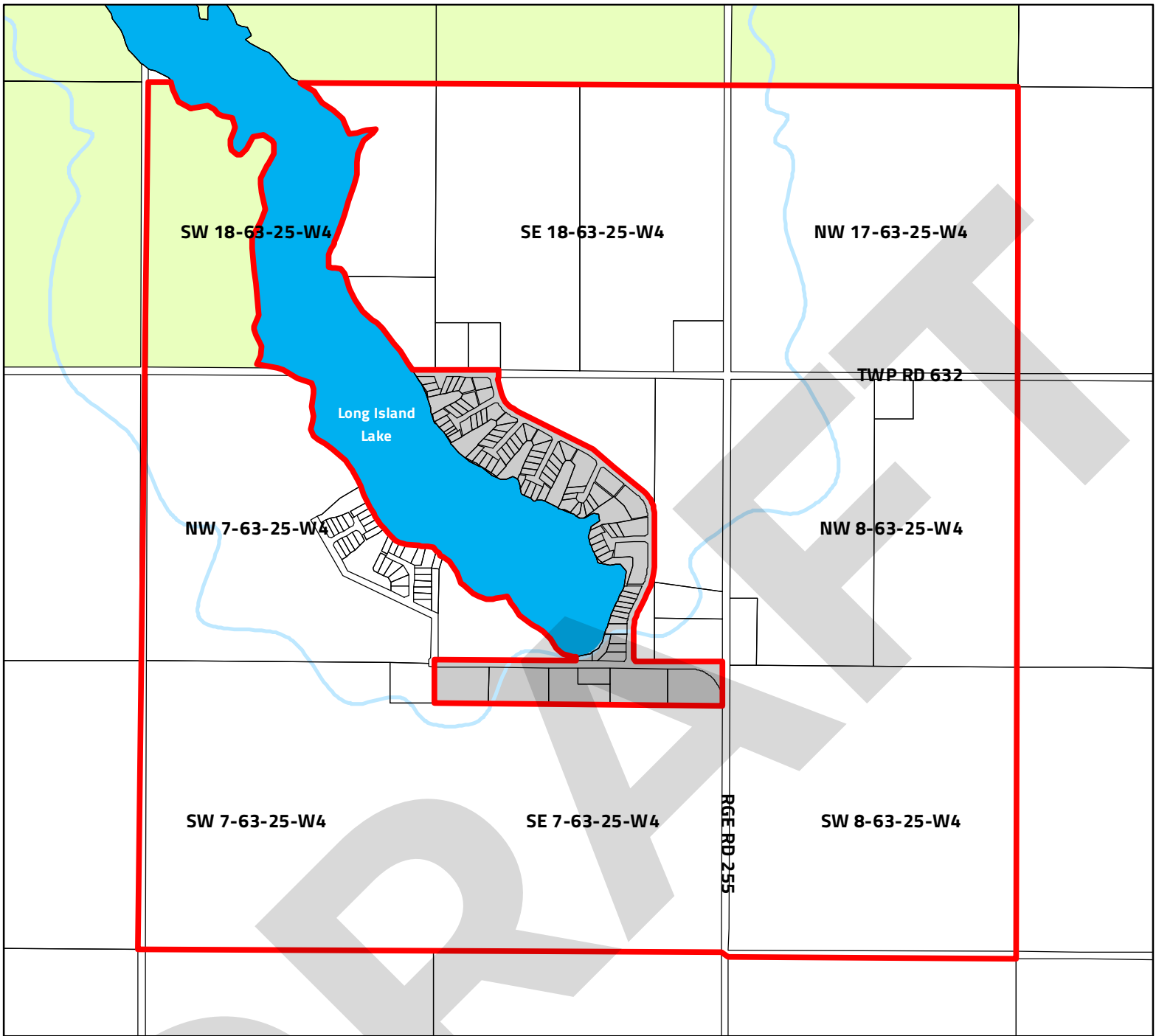
		The initiating municipality must provide the mediator with an outline of the dispute. Mediation participants shall include one member of Council and one member of administration from each municipality.
😊 <b>Resolution or Next Step ▼</b>		
<b>4 Mediation</b>	<b>6 months from initial written notice (Step 1)</b>	<p>The initiating municipality must provide the mediator with an outline of the dispute, and any agreed statements of facts.</p> <p>Mediator will be provided access to all records and documents that may be requested.</p> <p>The municipalities must negotiate in good faith. Mediation costs will be shared equally.</p>
😊 <b>Resolution or Next Step ▼</b>		
<b>5 Mediation Report</b>	<b>21 days after mediation conclusion</b>	The initiating municipality provides a report to the responding municipality identifying areas of agreement and disagreement.
😊 <b>Resolution or Next Step ▼</b>		
<b>6 Appoint Arbitrator</b>	<b>Within 30 days of a referral</b>	<p>If the dispute has not been successfully resolved at the end of mediation, the municipalities will appoint a mutually agreed-upon arbitrator or file an intermunicipal dispute with the Municipal Government Board.</p> <p>If the municipalities cannot agree on an arbitrator, a request will be made by the initiating County to Alberta Municipal Affairs for one to be selected.</p> <p>The initiating municipality will provide the mediation report to the arbitrator.</p>
😊 <b>Resolution or Next Step ▼</b>		
<b>7 Binding Arbitration</b>	<b>1 year after initial written notice</b>	<p>Costs to be paid based on proportion of equalized assessment, or as determined by the arbitrator.</p> <p>The arbitrator's decision to be provided through an order.</p> <p>If the municipalities resolve the dispute during arbitration, a report is required to be provided by the initiating municipality to the responding municipality.</p>

## 8. PLAN MAPS

### 8.1 Plan Area Boundary

### 8.2 Future Land Use

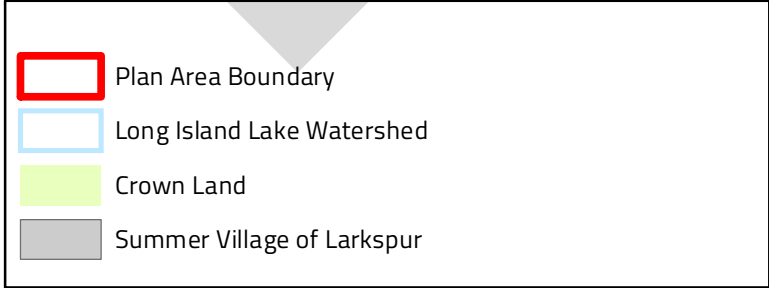
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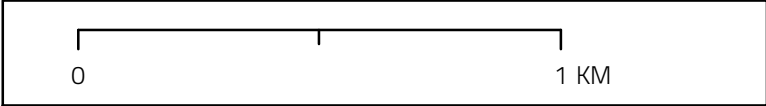
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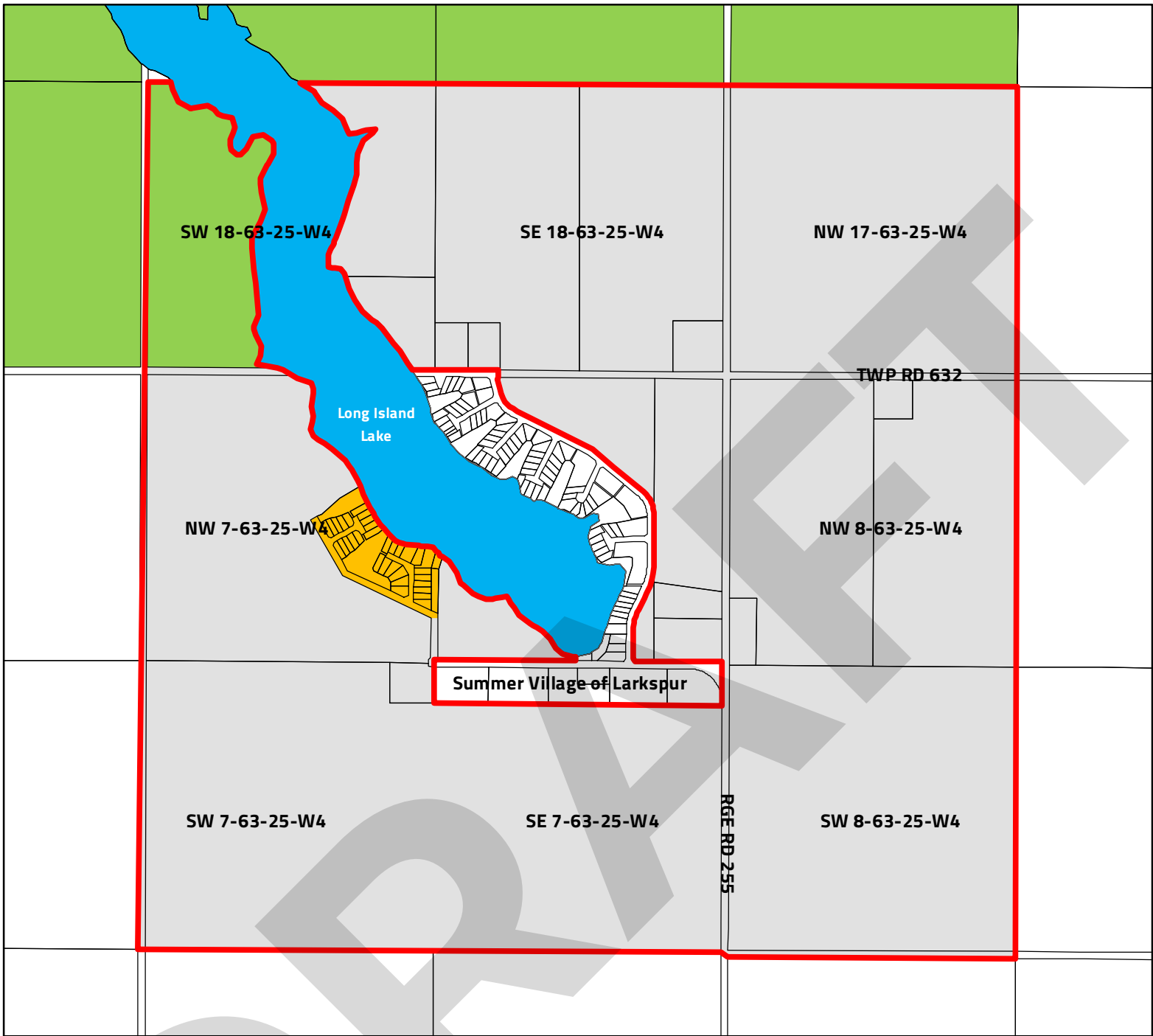
# INTERMUNICIPAL DEVELOPMENT PLAN

### 8.1 PLAN AREA BOUNDARY



Digital Information:  
Geogatis, Geodiscover, Altalist  
Projection: UTM NAD 83 12N





## Summer Village of Larkspur & Westlock County

# INTERMUNICIPAL DEVELOPMENT PLAN

### 8.2 FUTURE LAND USE

Plan Area Boundary

Agriculture and Rural Development Area

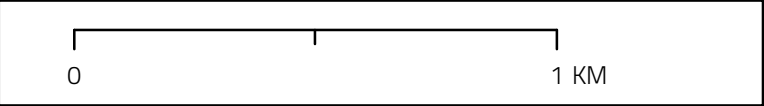
Country Residential Development Area

Crown Land and Conservation Area

Digital Information:

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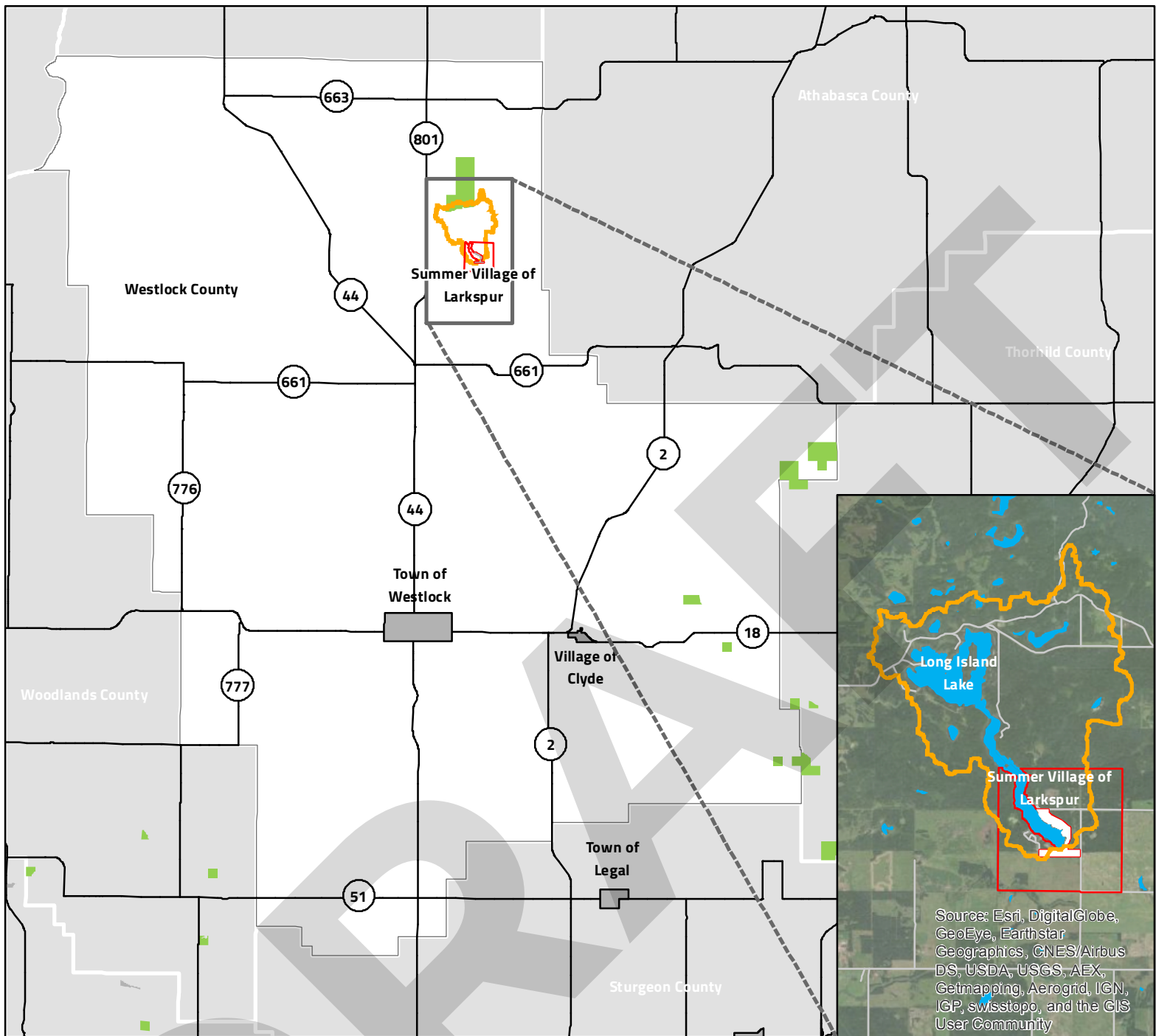
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## APPENDIX A – INFORMATION MAPS

- A.1 Regional Location
- A.2 Soil Characteristics
- A.3 Environmental Features
- A.4 Development Features

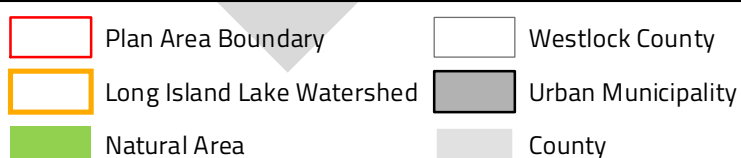
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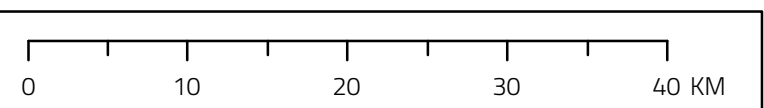
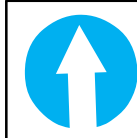
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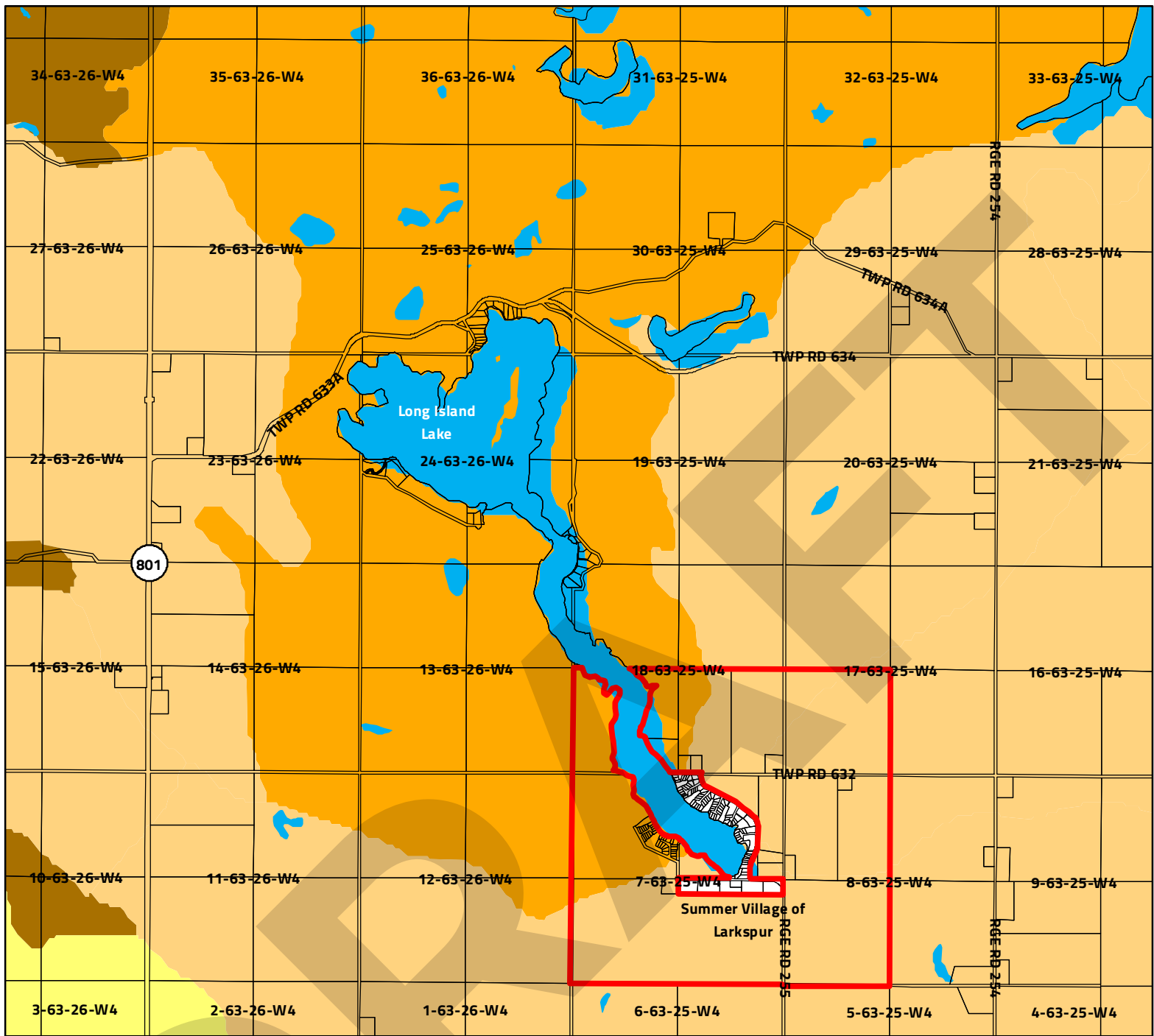
# INTERMUNICIPAL DEVELOPMENT PLAN

### A.1 REGIONAL LOCATION



Digital Information:  
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Projection: UTM NAD 83 12N













## Summer Village of Larkspur & Westlock County

# INTERMUNICIPAL DEVELOPMENT PLAN

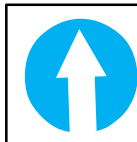
### A.2 SOIL CHARACTERISTICS

 Plan Area Boundary  Summer Village of Larkspur

#### CLI CLASSIFICATIONS

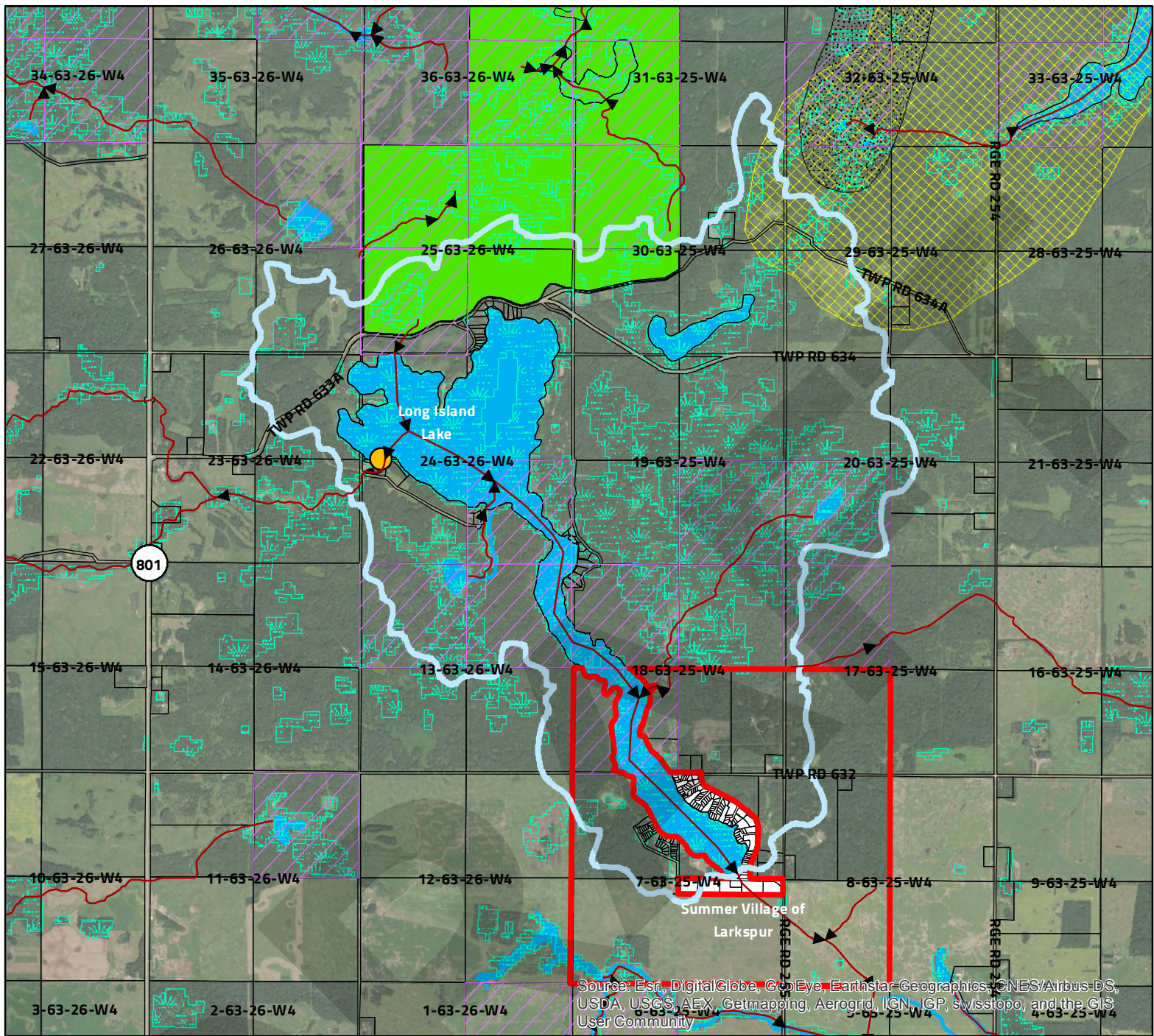
 Class 1	 Class 3	 Class 5	 Organic
 Class 2	 Class 4	 Class 6	 Water

Digital Information:  
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Projection: UTM NAD 83 12N



0 1 2 3 KM

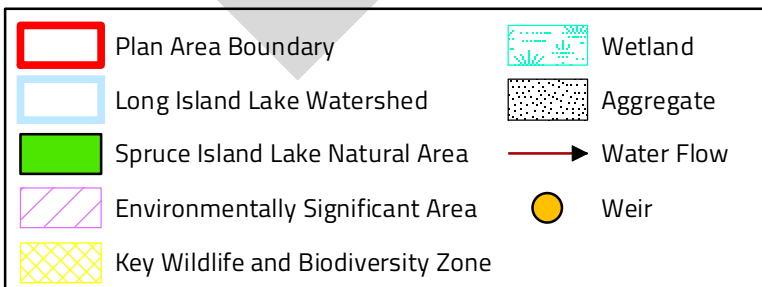




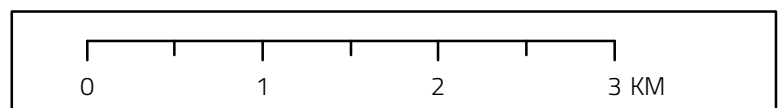
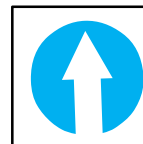
## Summer Village of Larkspur & Westlock County

# INTERMUNICIPAL DEVELOPMENT PLAN

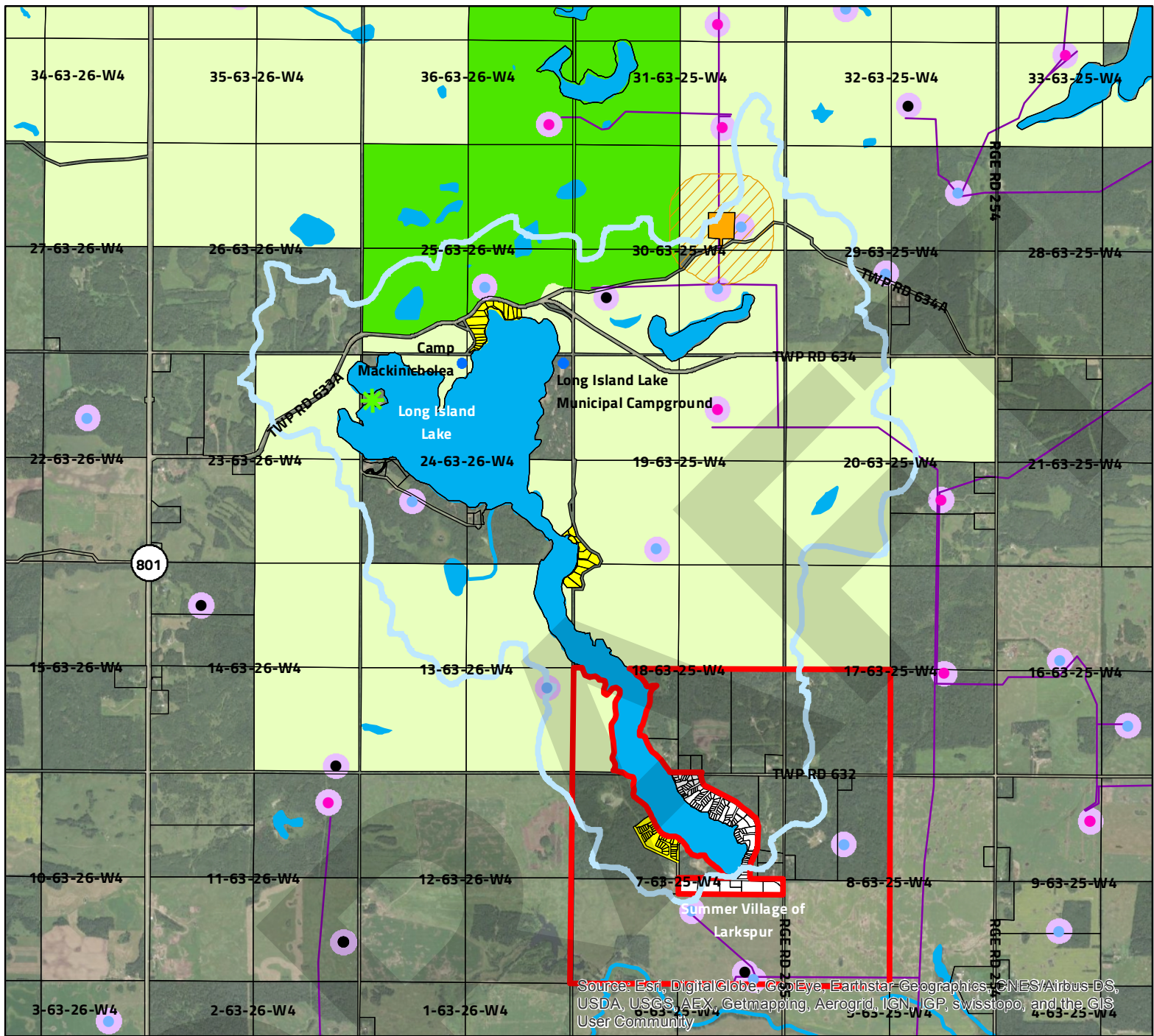
### A.3 ENVIRONMENTAL FEATURES



Digital Information:  
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Projection: UTM NAD 83 12N







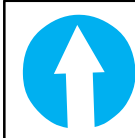
## Summer Village of Larkspur & Westlock County

# INTERMUNICIPAL DEVELOPMENT PLAN

### A.4 DEVELOPMENT FEATURES

	Plan Area Boundary		Pipeline
	Long Island Lake Watershed		Active Well
	Inactive Landfill		Abandoned Well
	300 M Setback		Rec. Certified Well
	Multi-Lot Country Residential Development		Rec. Exempt Well
	Spruce Island Lake Natural Area		100 M Setback
	Crown Land		Rod and Gun Club

Digital Information:  
Geogratias, Geodiscover, Altalist  
Projection: UTM NAD 83 12N



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## APPENDIX B – INTERPRETATION

### B.1 Abbreviations

The Long Lake Intermunicipal Development Plan Intermunicipal Development Plan has been written with the purpose of being document that can easily be read and used the Councils, Administrations, residents, and development proponents of both municipalities. This section intends to provide greater clarity to the reader with respect to acronyms, common terms, actions, and the origins of key plan policies.

ARP	Area Redevelopment Plan
ASP	Area Structure Plan
ESA	Environmentally Significant Area
ICF	Intermunicipal Collaboration Framework
IDP	Intermunicipal Development Plan
LID	Low Impact Development
LUB	Land Use Bylaw
LUF	Land Use Framework
MDP	Municipal Development Plan
MGA	<i>Municipal Government Act, RSA 2000, c M-26</i>
UARP	Upper Athabasca Regional Plan

### B.2 Terms

Policies are written in the active tense using ‘shall, must, will, should, or may’ statements and are intended to be interpreted as follows:

LOW IMPACT DEVELOPMENT	Means development that mimics a landscape’s natural water cycle in order to reduce the negative impacts of stormwater runoff on a body (or bodies) of water.
SHALL, MUST, or WILL	Where ‘shall, must, or will’ is used in a statement, the statement is considered <b>MANDATORY</b> , usually in relation to a declaration of action, legislative direction, or situation where a desired result is <b>REQUIRED</b> .
SHOULD	Where ‘should’ is used in a statement the intent is that the statement is strongly <b>ENCOURAGED</b> . Alternatives can be proposed where the statement is not reasonable or practical in a given situation, or where unique or unforeseen circumstances provide for courses of action that would satisfy the general intent of the statement. However, the general intent is for compliance.
MAY	Where ‘may’ is used in a statement it means there is a <b>CHOICE</b> in applying the statement and denotes discretionary compliance or the ability to alter the requirements as presented.

### B.3 Legislation and Works Cited

Alberta Lake Management Society, Lakewatch: Long Island Lake, 2007
<i>Alberta Land Stewardship Act</i> , S.A. 2009, c. 26.8
Canada Land Inventory, National Soil DataBase, Agriculture and Agri-Food Canada, 1998
Fiera Biological Consulting, Environmentally Significant Areas in Alberta: 2014 Update. Report, 2014
Government of Alberta, Alberta Listing of Historic Resources (September 2020 Edition), 2020
Government of Alberta, Alberta Sand and Gravel Deposits with Aggregate Potential (GIS data, polygon features), 2016
Government of Alberta: Recommended Land Use Guidelines: Key Wildlife and Biodiversity Zones, 2015
Government of Alberta, Alberta Wetland Policy, 2013
Government of Alberta, Land Use Framework, 2008.
Mitchell, P. and E. Prepas, Atlas of Alberta Lakes. University of Alberta Press, 1990
<i>Municipal Government Act</i> , RSA 2000, c M-26
Native-Land.ca, September 2020
Summer Village of Larkspur Land Use Bylaw (Bylaw No. 12-3)
Westlock County Land Use Bylaw (Bylaw No. 04-2016)
Westlock County Municipal Development Plan (Bylaw No. 05-2016)

# APPENDIX C – RECOMMENDED SETBACKS

## Sustainable Resource Development Recommended Guidelines for Minimum Environmental Reserve/Easement Widths

In reference to Section 664 of the *Municipal Government Act*, the following are recommended where a boundary to a proposed subdivision is a water body or watercourse.

Table 1. Standard recommended minimum widths for Environmental Reserves or Environmental Reserve Easements based on type of water feature.

Water Feature	Minimum ER Width <sup>2</sup>	Notes
Reservoirs & Regulated Lakes	30 m from right of way or easement boundary	A regulated lake is a lake where water levels are established to a predetermined elevation and actively managed through use of a licensing requirement (e.g. to pump water into the water body).
Lake (natural & controlled)	30 m from natural boundary	On controlled lakes, 30 m from sill elevation of licensed control structure.
Swamp/wetland <sup>1</sup>	Variable, include wet meadow zone	Wet meadow zone can be extensive in some situations, and in these instances the ER should be wide enough to preserve ecological function.
Large River (≥ 15m width)	30+ m	See additional requirements for hazardous lands.
Small River/Large Stream (6-15 m)	15 m	See additional requirements for hazardous lands.
Medium Stream (3 - 6 m)	10 m	See additional requirements for hazardous lands.
Small Stream (≤ 3 m)	6 m	See additional requirements for hazardous lands.
Ephemeral watercourse (no defined channel)	0 m	Use bylaw to regulate tree cutting within a defined distance from feature to maintain riparian vegetation and drainage.
Braided Stream	10 m from outside boundary of active floodway	

<sup>1</sup> Sustainable Resource Development views the term "swamp" to mean any area with hydrological conditions of sufficient duration to have developed saturated soils and hydrophytic vegetation (i.e. wetlands or peatlands).

<sup>2</sup> In addition to the recommended ER width for the water feature itself, associated landscape features may require the ER width to be modified to factor in additional inherent hazards to development.

For lands described in section 664(1)(b) of the *Municipal Government Act* (unsuitable for development because they are subject to flooding, have high risk of erosion, or have existing topographical or geo-technical constraints) the following are recommended.

Table 2. Additional factors that may necessitate an increase in the width of an Environmental Reserve or Environmental Reserve Easement.

Hazardous Lands	ER Modifier	Notes
Floodplain	<ul style="list-style-type: none"> <li>The width of the 1:100 year flood line or 30m from the natural boundary of a watercourse or lake, whichever is less.</li> <li>The width of meander belt for watercourses that tend to meander or entire floodplain if it is highly constrained within a confined valley.</li> </ul>	<ul style="list-style-type: none"> <li>Residential development within a floodplain is discouraged.</li> <li>Development within flood fringe area should only be considered if flood proofing undertaken to reduce risk of flood damage. Flood risk mapping or delineation of the 1:100 year flood line generally defines the extent of expected flood occurrence (see Alberta Environment policy and guidelines).</li> <li>The width of a meander belt is determined by multiplying bankfull width by 20 for each reach, and is split equally on either side of creek along axis of meander belt.</li> </ul>
Erosion prone areas	Provide for a toe erosion allowance.	Consider highly erosive soils and annual recession rates.
Gully, ravine, coulee, or valley escarpments	Provide for a stable slope allowance. Apply construction and building setbacks from this line.	Boundary of stable slope allowance measured from top of crest of plateau (terrace), valley slope or tableland.
Steep Slopes (>15%)	3X escarpment height or as recommended by a geotechnical report on slope stability, rate of erosion, etc.	

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