



**Town of Crossfield**  
**AGENDA**  
**Regular Council Meeting**  
**Tuesday, June 17, 2025 07:00 PM**

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**1. CALL TO ORDER**

**2. AGENDA**

2.1 June 17, 2025 council meeting agenda

**3. MINUTES**

3.1 June 3, 2025 regular council meeting Page 2

**4. PUBLIC HEARING**

4.1 Bylaw 2025-01 - Municipal Development Plan Page 6

**5. BYLAWS**

5.1 Bylaw 2025-07 – Public Notification Bylaw Page 186

**6. POLICIES**

6.1 Urban Tree Policy C 601-25 Page 191

**7. COUNCILLOR'S BUSINESS**

**8. ADMINISTRATIVE UPDATE**

8.1 Outstanding Items List Page 201

**9. ADJORN**



**Regular Council Meeting  
Minutes**

**Tuesday, June 03, 2025**

**Council Chambers  
900 Mountain Avenue,  
Crossfield, Alberta, T0M 0S0**

**PRESENT:** Mayor Harris  
Deputy Mayor Brennan  
Councillor Fox  
Councillor Gustafson  
Councillor Knight  
Councillor Lambert  
Councillor Vang

**STAFF:** Kinza Barney, CAO  
Lindsey Nash, Legislative and Administrative Services Manager (Recording Secretary)  
Russ Nash, Director of Community & Protective Services  
Steve Altena, Director of Infrastructure and Community Growth

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**1. CALL TO ORDER**

Mayor Harris called the council meeting to order at 7:01 p.m

We would like to take this opportunity to acknowledge the traditional territories of the Indigenous peoples of the Treaty 7 territory and the Otipemisiwak (o-tey-pe-mi-si-wak) Metis Government, District 4. We respect the histories, languages, and cultures of First Nations, Metis, Inuit, and all First Peoples of Canada, whose presence continues to enrich our community.

**2. AGENDA**

**137-2025**

**MOVED by Councillor Vang that the June 3, 2025, agenda be accepted as prepared.**

**CARRIED**

### 3. MINUTES

3.1 May 20, 2025 regular council meeting minutes

**138-2025**

**MOVED by Deputy Mayor Brennan that the May 20, 2025 regular council meeting minutes be accepted as presented.**

**CARRIED**

### 4. DELEGATION

4.1 RCMP Quarterly Update

**139-2025**

**MOVED by Deputy Mayor Brennan that the RCMP Q4 Quarterly Update be accepted as presented.**

**CARRIED**

### 5. ACTIONS AND DECISIONS

5.1 Appointment of Subdivision and Development Appeal Board (SDAB) members

**140-2025**

**MOVED by Councillor Knight that Council appoint Kurtis Kristianson and Ken Tiel to the Subdivision and Development Appeal Board for a three (3) year term effective May 15, 2025**

**CARRIED**

### 6. COUNCILLOR'S BUSINESS

Mayor Harris:

- Continuing with weekly CAO meetings
- May 15 - Alberta Mid-Sized Towns - Mayor's Caucus meeting – a few highlights from the meeting include:
  - A letter will be sent to the newly appointed Minister of Municipal Affairs, Dan Williams, requesting a meeting with the Minister. The MTMC executive will attend the meeting when scheduled.
  - Letters of introduction of the Mid-Sized Towns Mayors' Caucus will be sent to provincial MLAs.
  - Chairperson Rhonda Hunter and Vice Chairperson Richard Warnock will schedule an introductory meeting with Alberta Municipalities President Tyler Gandam to be held in June.
  - The Caucus approved the revision of the Terms of Reference to identify that virtual meetings will be held on the second Thursday of meeting months, which include January, May, July, and November. The Caucus will meet in person at the Alberta Municipalities Annual Convention and Spring Municipal Leaders Caucus. Additional meetings may be scheduled by motion on agreement of the majority of the MTMC membership.
  - The MTMC logo has been approved, and no tagline has been identified in the survey that was distributed to the members. The survey on preferred tagline will be kept open, and the top three taglines will be identified and resent for membership voting.
- May 21 – Attended and spoke at the Rural Women in Business Conference

- May 23 - Attended WG Murdoch Graduation Ceremony and honored to give a speech on behalf of the Town. May 24 – Attended the Town Hall UPC candidate’s session in Olds with Premier Smith, MLA Nathan Cooper and by-election UCP candidate Tara Sawyer.
- May 30 – Attended the Crossfield Minor Soccer tiny thunders practice – was crowned Mayor of Thunderville.
- June 6 – will be attended the Women’s Elected Officials event for Town’s under 10,000 in Sundre

Deputy Mayor Brennan: Nothing to report

Councillor Fox:

- June 13-14 - Pete Knight Days

Councillor Gustafson: Nothing to report

Councillor Knight:

- Mountain View Regional Water Service Commission – The main waterline between Olds and Didsbury has leak. The next monthly meeting is next Wednesday.

Councillor Lambert: Nothing further to report.

Councillor Vang: Nothing further to report.

**141-2025**

**MOVED by Councillor Fox that Councillor’s Business be accepted as presented.**

**CARRIED**

**7. ADMINISTRATIVE UPDATE**

7.1 Monthly Administrative Update

**142-2025**

**MOVED by Councillor Lambert that the Administrative monthly update be accepted as presented.**

**CARRIED**

7.2 Outstanding Items List

**143-2025**

**MOVED by Councillor Knight that item 062 be removed from the Outstanding Items list.**

**CARRIED**

**8. IN CAMERA**

*Councillor Fox declared a conflict of interest and left the meeting at 7:38 p.m.*

**144-2025**

**MOVED by Councillor Lambert that the Council enter in Camera at 7:39 p.m. to discuss:**

- 1. Rodeo Society Land Lease Agreement – Disclosure harmful to business interests of a third party – FOIP Section 16 (1) and Advice form officials 24 (1).**

**CARRIED**

**145-2025**

**MOVED by Councillor Knight that council leave in camera at 8:31 p.m.**

**CARRIED**

**146-2025**

**MOVED by Councillor Lambert that Council approve the Crossfield Rodeo Society's Land Lease Agreement for a 5-year term effective June 1, 2025, to May 31, 2030, as amended under sections 2.10 and 11.3 as discussed.**

**CARRIED**

*Councillor Fox returned to the meeting at 8:32 p.m.*

**9. ADJORN**

**147-2025**

**MOVED by Councillor Vang that the Council meeting adjourn at 8:34 p.m.**

**CARRIED**

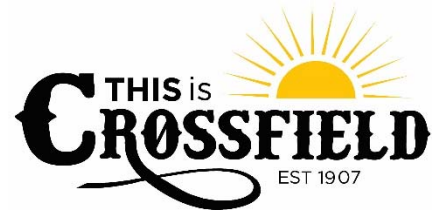
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Mayor Harris

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Kinza Barney, Chief Administrative Officer

## Report to Council



**Meeting Date:** 2025-06-17  
**Meeting Type:** Council Meeting  
**Prepared By:** Steve Altena, Director of Infrastructure and Community Growth  
**Presented By:** Becky Soby, Urban Systems Limited  
**Subject:** Bylaw 2025-01 Public Hearing, 2nd & 3rd Readings – Municipal Development Plan  
**Department:** Planning & Development

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### REPORT PURPOSE:

The purpose of this report is to present the revised Crossfield Municipal Development Plan (MDP) to Council. Crossfield's current MDP was adopted in 2018 and as directed by Council, Administration has been working with Urban Systems Limited (USL) to update the MDP. Considering Council's direction and public engagement, significant changes are proposed for the MDP as summarized below:

- Restructuring of the document and identification of strategic directions to better align policies with desired outcomes as informed by the community vision.
- Introduction of land use policy areas, related policies and typologies to guide placemaking for neighbourhoods, districts and corridors within Crossfield.
- Restructuring of the reserve policies to ensure the dedication of functional reserve land.
- Reconfiguration of the MDP implementation and monitoring chapters to clearly identify the actions needed to implement the MDP effectively.
- Establishment of a clear planning hierarchy including delineating Area Structure Plans, Neighbourhood Structure Plans and Concept Plans.
- Identification of submission requirements for planning and development applications.
- Recognition that flexible, interim servicing strategies that allow for a phased development approach would support business growth on the east side of Hwy 2A.

These changes are intended to provide strong guidance for future development within Crossfield to achieve the community vision and support the community's values.

### RECOMMENDATION:

Administration recommends:

THAT Council approve the amendments to the Municipal Development Plan as set out in Attachment B.

THAT Bylaw 2025-01 be given second reading.

THAT Bylaw 2025-01 be given third reading.

## **PREVIOUS COUNCIL DIRECTION:**

Council, Administration and 3<sup>rd</sup> party planning and engineering service providers held growth and planning meetings and workshops through 2022 and 2023 that led to a series of recommendations for potential amendments to the MDP and Land Use Bylaw.

## **BACKGROUND:**

The MDP is a long-range statutory plan intended to guide the Town of Crossfield Council and Administration in making sustainable, responsible, and accountable decisions with respect to land use, development, and service provision. All municipalities in Alberta are required to adopt a Municipal Development Plan (MDP) pursuant to Section 632 of the *Municipal Government Act*.

The plan is created in consultation with the community, to ensure it captures the aspiration of the Town as a whole. The MDP also serves to inform government agencies, public and private utilities and service providers, other authorities such as local school jurisdictions and Rocky View County, non-governmental organizations, developers, residents, and local businesses of the major policy directions that the Town of Crossfield has established.

The MDP conforms in turn to the goals, objectives, and policies of higher-order provincial and regional plans and policies such as the Government of Alberta Land Stewardship Act, Land Use Policies, and Land Use Framework. More specifically, the policies of this MDP reflect the broader provincial and regional economic development, growth management, and land use stewardship strategies and goals that promote development along the QE II Highway corridor, protection of significant landscapes and natural systems, and concentration of development within urban centres at higher densities than have been developed in the past.

The plan is meant to be a dynamic, adaptable resource. While it is important to provide a framework that guides growth and key decisions, it is also important to maintain flexibility to accommodate unique opportunities while still achieving the Town's goals and objectives. To offer this flexibility, the community vision and identity, desired outcomes, and guiding principles outlined in the plan are intended to provide the guiding direction.

This framework is rooted in a community vision established with three parts:

- Values: A shared collection of things that matter to us (e.g. family, safety, integrity etc.)
- Assets: The elements we want to protect and improve (e.g. recreation, environment, business)
- Aspirations: What we want to be tomorrow (e.g. attractive spaces, economic growth, fiscal health)

Considering the community vision, the MDP is intended to provide the policy direction and recommended actions to support achieving identified desired outcomes, which include:

- Community orientated development
- Housing diversity
- Sustainable infrastructure
- Fiscal health

- Informed and engaged citizens

The restructured MDP identifies strategic directions to frame and focus policies to achieve the desired outcomes.

## **ANALYSIS:**

### **Strategic Alignment**

- Sustainable Community Growth
- Town Infrastructure
- Parks, Recreation & Beautification
- Social Development & Emergency Services
- Communications & Public Relations

### **Environmental Impact:**

The MDP provides direction and policy on environmental stewardship and sustainability, identifying that the physical environment and natural systems of Crossfield are the foundation for all planning and development within Crossfield. Preserving and protecting these natural areas is a key responsibility of the Town when considering any future growth and development.

### **Economic Impact**

The MDP includes policies to support the economic development and growth of the Town. Municipalities are economic entities. Without self-sustaining and growing economic activity, a town may lose its momentum and stagnate. Conversely, strong, diverse, and creative economies generate jobs, wealth, and innovation. When considering the types of businesses and industry that come with economic development, it is important to balance the desire to attract new businesses while retaining existing businesses and creating the culture and supportive environment to support entrepreneurship.

### **Social Impact**

The MDP includes policies to development and maintain community services and faculties, as well as promoting cultural heritage. Community facilities and services and recreational amenities all provide necessary benefits to the mental and physical health of local citizens and help to bring people from diverse backgrounds together. The MDP commits the Town to developing community facilities and to providing social and emergency services so that the people of all ages, incomes, backgrounds, and abilities can participate in leisure activities and have reliable access to emergency services.

### **Relevant Statutes / Master Plans / Town Documents**

All statutory planning documents, including Area Structure Plans (ASPs) and Area Redevelopment Plans (ARPs), and the Town of Crossfield Land Use Bylaw (LUB), must be consistent with the policies contained within the MDP. The LUB is an important regulatory tool for implementing the MDP and other statutory plans on a detailed and site-specific basis.

The Town of Crossfield Council has and will adopt several statutory plans for specific areas within Crossfield. Existing statutory plans include:

- Sunset Ridge ASP
- Iron Landing ASP
- Vista Crossing ASP
- Hawks Landing ASP
- Crossfield East ASP
- Downtown and Entrance ARP

The goals, objectives, policies, legislation, and regulations of senior federal, provincial, and regional jurisdictions shall be consulted when making decisions in accordance with the MDP. Relevant senior government documents include the MGA, Land Stewardship Act, Land Use Policies, and Land Use Framework.

### **Risks**

There are several risks areas related to implementing an effective MDP:

- Lack of public awareness about the plan and its implications, and disconnect between the community's vision and the vision of the MDP. The Town has worked to mitigate this risk by conducting public engagement, including a survey and open house, to inform residents about the updated MDP in March 2025.
- Overly ambitious action plan that is difficult to accomplish within available budgets and timeframe. This can be mitigated by ensuring the MDP is a document that informs the annual budgeting process and by treating the MDP as a living document that can be amended and adapted as circumstances change.
- Unexpected or undesirable shifts in development patterns and growth. This is mitigated by structuring the MDP around the community vision. Should the MDP have unexpected results the document is intended to be a dynamic resource that can be adapted to changing circumstances and should be revisited regularly.

### **COMMUNICATIONS AND ENGAGEMENT:**

The MDP is informed through engagement with Council and the community. Notably, Council completed multiple workshops to better understand Town priorities and establish a common vision moving forward. These sessions were instrumental in digging deeper to identify the key ingredients of a local vision and establish priorities that align with the community's values. These sessions, combined with the direction in Council's Strategic Plan, formed the foundation to support our comparative analysis evaluating the relationship between current policy and Council priorities.

Engagement with the community was conducted at Community Fest 2024, with an online survey and through discussions on other Town initiatives. The community identified important values in several areas including: small-town sense of community, access to parks and natural amenities, character and identify of town, pedestrian connectivity, diverse shopping options and opportunities for young people to establish themselves close to home.

Additional engagement was conducted in March 2025 by sharing the draft MDP with the community to outline how the MDP was updated and to summarize how previous engagement feedback was used to inform the updates. 2025 engagement involved social media updates to raise awareness of engagement opportunities, informational posters with links and QR codes directing community members to engagement opportunities, an online survey, and an in-person Information Session where the Town presented active projects currently in development and seeking community feedback (including the MDP). The What We Learned Report for this engagement is included in Attachment D.

Participants in the 2025 online survey generally agreed that the MDP would support the 5 desired outcomes of community-orientated development, diverse mix of housing, sustainable infrastructure, healthy financial position and informed and engaged citizens (64.2% agreed or strongly agreed, 24.5% were neutral). Participants also generally agreed that the MDP would support preservation of Crossfield's unique character, allow for fiscally responsible growth, help to improve recreation and public amenities, create a more walkable community and improve access to green space. Other comments received include: beautifying areas of town, supporting local business, maintaining natural areas and managing density.

### **Circulation**

The application was circulated to all relevant external agencies for comments from February 19, 2025 to March 21, 2025 and a comment summary is included in Attachment E.

### **FINANCIAL IMPLICATIONS:**

The MDP strives to promote and support development typologies that contribute to the overall fiscal health of the Town. Infrastructure and development decisions made today have financial consequences for the future. Consistently approving development patterns that do not generate the necessary revenue to sustainably service them forces the town to generate more revenue elsewhere. Careful consideration of the development pattern is key to balancing fiscal health for the town and affordability for citizens. Therefore, decisions about when, where, and how to grow and develop must be made with both short and long-term implications in mind.

### **ALTERNATIVES/IMPLICATIONS:**

Council may wish to see further amendments to the MDP, considering this, Administration offers the following alternative motions:

THAT Council approve the amendments to the Municipal Development Plan as set out in Attachment B.

THAT Bylaw 2025-01 be given second reading.

THAT Council direct Administration to amend the Municipal Development Plan and return Bylaw 2025-01 for third and final reading as soon as possible. The amendments shall consider: (list to be confirmed with Council).

**ATTACHMENTS:**

- Attachment A - Bylaw 2025-01
- Attachment B – List of First Reading Amendments to MDP
- Attachment C - 2025 Crossfield Municipal Development Plan (Redlined)
- Attachment D – MDP What We Learned Report April 2025
- Attachment E – Circulation Comment Summary

**TOWN OF CROSSFIELD  
MUNICIPAL DEVELOPMENT PLAN  
BYLAW No. 2025-01**

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**Being a Bylaw to Adopt the Municipal Development Plan for the Town of Crossfield, in the Province of Alberta pursuant to Section 632 of the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26, and amendments thereto, every council of a municipality must by bylaw adopt a municipal development plan;**

**WHEREAS** pursuant to Section 632 of the same Act, a municipal development plan shall address the future land use within the municipality; the manner of and the proposals for future development in the municipality; the coordination of land uses, future growth patterns, and other infrastructure with adjacent municipalities if there is no intermunicipal development plan; the provision of transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities; and the provision of municipal services and facilities;

**AND WHEREAS** pursuant to Section 632 of the same Act, a municipal development plan may address proposals for the financing and programming of municipal infrastructure; the coordination of municipal programs relating to the physical, social, and economic development of the municipality; environmental matters; the financial resources of the municipality; the economic development of the municipality; and any other matter relating to the physical, social or economic development of the municipality;

**AND WHEREAS** the Municipal Council for the Town of Crossfield in the Province of Alberta (hereinafter called the Council") in a duly assembled meeting did pass a resolution authorizing the preparation of a municipal development plan;

**AND WHEREAS** the Council has caused to be prepared by its Administration a draft Municipal Development Plan for Council approval;

**NOW THEREFORE** the Council, duly assembled, hereby enacts as follows:

1. This Bylaw may be cited as the "Crossfield Municipal Development Plan";
2. The Crossfield Municipal Development Plan, being Schedule "A", as attached to and forming a part of this Bylaw is hereby adopted; and,
3. This Bylaw comes into full force and effect upon the date of third and final reading.

Read a first time February 18<sup>th</sup>, 2025

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Mayor Kim Harris

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Kinza Barney  
Chief Administrative Officer

PUBLIC HEARING held the \_\_\_\_\_ day of \_\_\_\_\_ 202\_.

READ A SECOND TIME the \_\_\_\_\_ day of \_\_\_\_\_ 202\_.

READ A THIRD AND FINAL TIME and passed the \_\_\_\_\_ day of \_\_\_\_\_ 202\_.

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Mayor Kim Harris

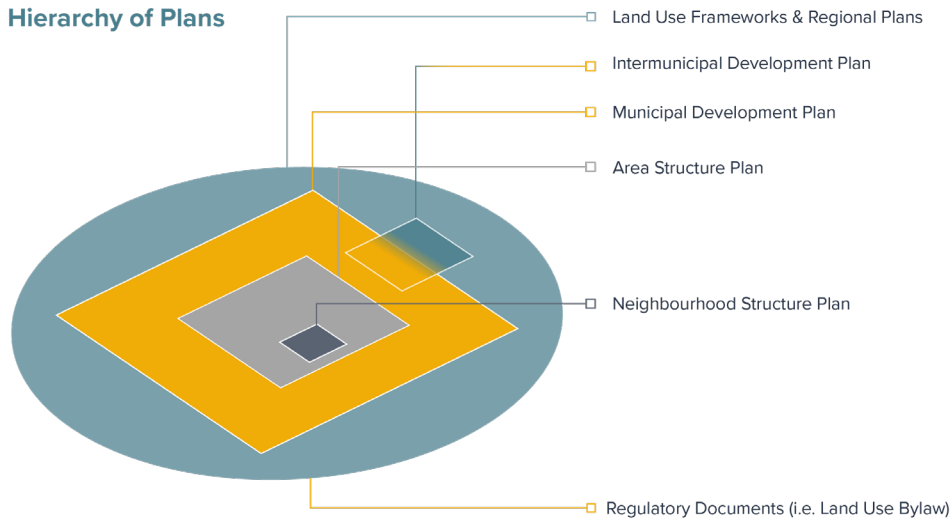
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Kinza Barney  
Chief Administrative Officer

SUBJECT: List of First Reading Amendments to MDP (Bylaw 2025-01)  
DATE: June 9, 2025  
FILE: 1767.0040.01

**MOTION to amend the first reading version of Bylaw 2025-01 as follows;**

*Amend Figure 1 Hierarchy of Plans as follows:*



*-and further-*

*Amend Section 1.2 Background, Related Plans as follows:*

- *Approved Statutory Plans illustrates the boundaries of the existing approved ASPs and Area Redevelopment Plans. Figure 1. Hierarchy of Plans demonstrates the framework for planning documents required to support development, starting with a statutory Area Structure Plan (ASP), then following non-statutory documents such as a statutory Neighbourhood Structure Plans (NSP) for areas within an approved ASP, and concept plans for smaller areas that do not have guiding documents applied to them.*

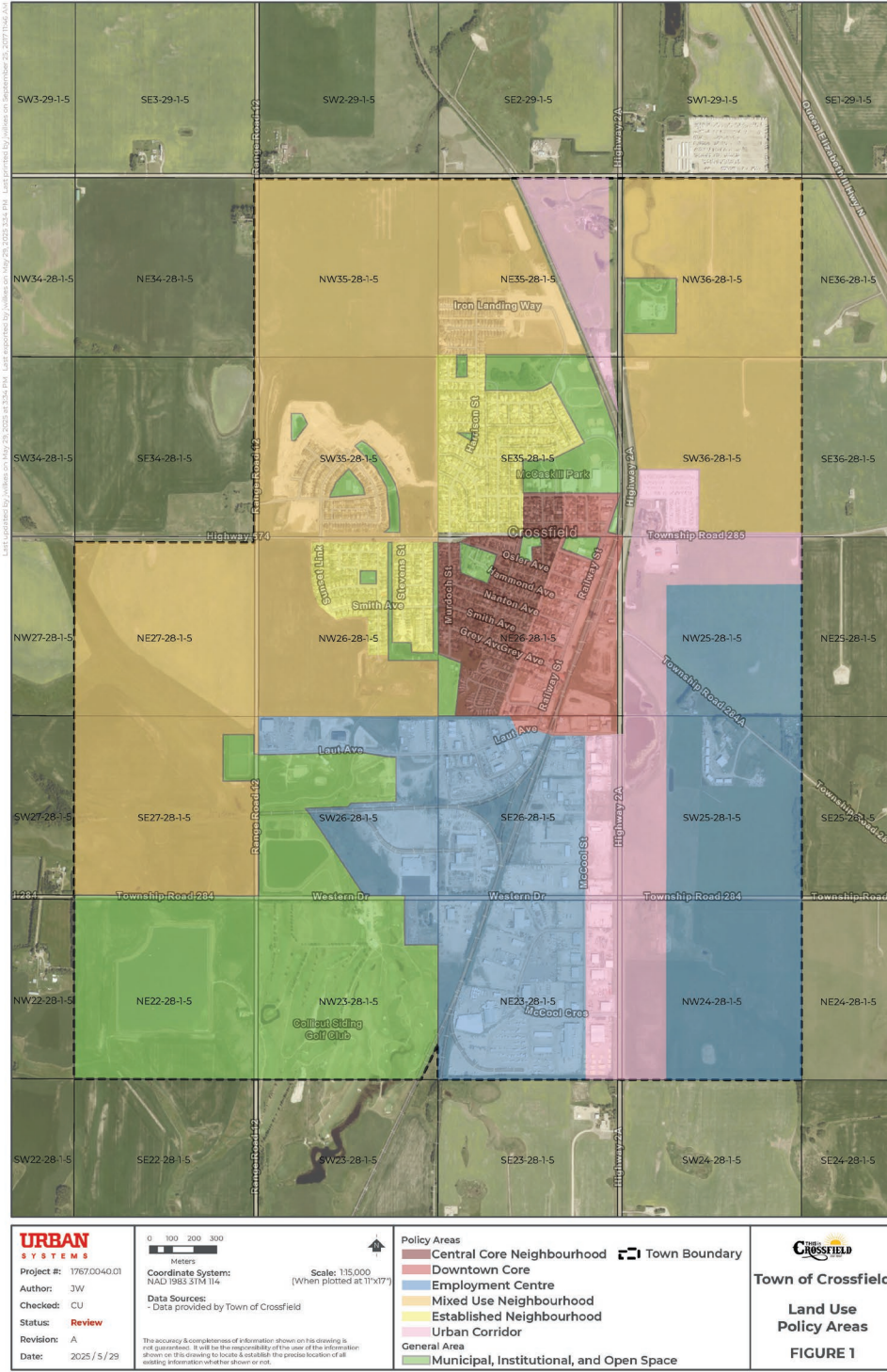
*-and further-*

*Amend Section 4.1 Goal, Strategic Direction 1 as follows:*

- *Use land use policy areas and the concept of complete neighbourhoods community as the building blocks for future land use patterns.*

*-and further-*

*Amend Figure 4 – Policy Area Map as follows:*



**Please note:** the Municipal, Institutional, Open Space shown on this map represents what is existing in Town. New development shall include the provision of new open space.

-and further-

*Amend Central Core Neighbourhood, Strategic Direction, Use Considerations 4.4.4 as follows:*

- *Local commercial development in a suitable location and of a scale and intensity which respects the form and nature of the existing neighbourhoods is encouraged. When determining suitability of a proposed location for development of local commercial, the following will be taken into consideration.*
  - a. Proximity to major roadways or intersections for improved access
  - b. Proximity to sidewalk and or pedestrian pathway networks to maximize connectivity
  - c. Compatibility with adjacent lands in regard to use, building scale and building form

-and further-

*Amend Central Core Neighbourhood, Strategic Direction, Connectivity 4.4.11 as follows:*

- *Applicants should consider implementing traffic calming measures such as modified cross sections narrow streets, street trees, bulb-outs at crosswalks etc. to ensure that when retrofitting existing streets, the safety of the pedestrian is prioritized.*

-and further-

*Amend Central Core Neighbourhood, Strategic Direction, Connectivity 4.4.13 as follows:*

- *Laneways should be maintained for access and pedestrian connectivity.*

-and further-

*Amend Strategic Direction, Public Uses and Open Spaces 4.4.14 as follows:*

- *Trees should be planted and preserved in accordance with Town policies to maintain and enhance the character of the streetscape.*

-and further-

*Amend Established Neighbourhood, Strategic Direction, Connectivity 4.5.10 as follows:*

- Applicants should consider implementing traffic calming measures such as modified cross sections ~~narrow-streets~~, street trees, bulb-outs at crosswalks etc. to ensure that when retrofitting existing streets, the safety of the pedestrian is prioritized.

-and further-

*Amend Established Neighbourhood, Strategic Direction, Connectivity 4.5.12 as follows:*

- Laneways should be maintained for access and ~~pedestrian~~ connectivity.

-and further-

*Amend Mixed Residential Neighbourhood, Strategic Direction, Connectivity 4.6.12*

- On-street parking ~~should~~shall be provided on one or both sides of the street.

-and further-

*Amend Mixed Residential Neighbourhood, Strategic Direction, Connectivity 4.6.13 as follows:*

- Applicants should consider implementing traffic calming measures such as ~~modified cross sections narrow-streets~~, street trees, bulb-outs at crosswalks etc. to ensure that when retrofitting existing streets, the safety of the pedestrian is prioritized.

-and further-

*Amend Mixed Residential Neighbourhood, Strategic Direction, Connectivity 4.6.15 as follows:*

- Laneways should be maintained for access and ~~pedestrian~~ connectivity.

-and further-

*Amend Strategic Direction, Public Uses and Open Spaces 4.6.18 as follows:*

- Streetscapes and public realm should be enhanced through the provision of trees and landscaping, in accordance with Town policies.

-and further-

Amend Mixed Residential Neighbourhood, Strategic Direction, Utilities/Servicing 4.6.22 as follows:

- Stormwater management will be assessed ~~on a case-by-case basis~~ to ensure that each development's stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

-and further-

Amend Downtown Core, Strategic Direction, Use Considerations 4.7.2 as follows:

- Wherever possible, the Town should support the development of higher density housing within this Policy Area, including residential building typologies such as Neighborhood-Mixed Use (commercial on the ground floor with residential above), Apartments, and the conversion of commercial and industrial uses to residential uses where appropriate.

-and further-

Amend Urban Corridor, Strategic Direction, Block Character & Site Considerations 4.8.4 as follows:

- On-site surface parking should be designed such that it does not become the prominent design feature, ~~i.e., and~~ to the extent that is possible, ~~the building should be placed adjacent to the street, with on-site parking on the side or rear of the primary building, or on-site parking should be screened from view.~~ should be screened from view.

-and further-

Amend Urban Corridor, Strategic Direction, Utilities/Servicing 4.8.12 as follows:

- Stormwater management will be assessed ~~on a case-by-case basis~~ to ensure that each development's stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

-and further-

Amend Employment Centre, Strategic Direction, Block Character & Site Considerations 4.9.2 as follows:

- On-site surface parking should be designed such that it does not become the prominent design feature, ~~i.e., and~~ to the extent that is possible, ~~the building should be placed adjacent to the street, with on-site parking on the side or rear of the primary building, or on-site parking should be screened from view.~~ should be screened from view.

-and further-

Amend Employment Centre, Strategic Direction, Utilities/Servicing 4.9.11 as follows:

- Stormwater management will be assessed ~~on a case-by-case basis individually to~~ to ensure that each development's stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

-and further-

Amend 4.11 Town Wide, Strategic Direction #1 as follows:

- Use land use policy areas and the concept of complete ~~neighbourhoods~~ communities as the building blocks for designing and evaluating future land use patterns.

-and further-

Amend 4.11 Town Wide, Strategic Direction #1, 4.11.12 as follows:

- Where comprehensive residential development for more than 20 acres is proposed, with no existing Area Structure Plan or Neighbourhood Structure Plan in place that includes the development area, the following applies
  - a. If the proposed development exceeds one (1) quarter section, an Area Structure Plan or Neighbourhood Structure Plan should shall be adopted unless deemed otherwise by the Town (as per Policy 4.11.13).
  - b. If the proposed development exceeds 20 acres and is less than or equal to one (1) quarter section, a Neighbourhood Structure Plan shall be adopted, unless deemed otherwise by the Town (as per Policy 4.11.13).

-and further-

*Amend 4.11 Town Wide, Strategic Direction #5, 4.11.37 as follows:*

- *Promote the effective and efficient utilization of lands within the Downtown Core by ~~encouraging~~~~facilitating~~ brownfield remediation for lands adjacent to the rail corridor that unlock opportunities for broader economic development.*

-and further-

*Amend Environmental Stewardship and Sustainability, Strategic Direction 1, 5.3.7 as follows:*

- *For all residential subdivision, the required Municipal Reserve should be designed to be functional and usable, and should generally be a minimum of 0.25 hectares (0.621-24 acres) to ensure they are large enough to be functional and provide recreational opportunities, such as community playgrounds and pocket parks.*

-and further-

*Amend Economic Development, 6.2 Context as follows:*

- *This comes with a recognition that placemaking (i.e., focusing on the community elements that contribute to a strong quality of life) is essential to anchoring talent. ~~People are drawn to work in places they want to live. This requires an overall emphasis on creating quality public spaces and walkable neighbourhoods. Successful economic development balances efficiency and livability. While streamlined approvals, strong transportation links, and flexible land use policies make places economically attractive, additional long-term success can come from creating spaces where people want to live and work. Integrating walkable neighborhoods and quality public spaces alongside business-friendly policies ensures both economic growth and community well-being.~~*

-and further-

*Amend Economic Development, Strategic Direction 2, 6.3.6 as follows:*

- *The Town of Crossfield shall ~~facilitate~~~~support~~ the exchange of information, goods, and services among businesses in the Crossfield area.*

*-and further-*

*Amend Economic Development, Strategic Direction 4, 6.3.11 as follows:*

- *Ensure the ongoing maintenance of ~~the~~ non-residential development-ready lands inventory by requiring decision-making processes to evaluate any proposal that could potentially impact these areas for their intended use through the following considerations:*

*-and further-*

*Amend Economic Development, Strategic Direction 4, 6.3.12 as follows:*

- *~~Ensure a consistent supply of development-ready lands by ensuring they are protected from short term encroachment by other uses for employment-based development. Ensure that non-residential development-ready lands remain ready by preventing adjacent parcels from being approved for uses that are incompatible with or do not support employment-based development, preserving their intended purpose and long-term viability.~~*

*-and further-*

*Amend Economic Development, Strategic Direction 4, 6.3.13 as follows:*

- *Promote the productive use of vacant or underutilized sites by encouraging well designed infill development in the Downtown core that supports and enhances~~enhances access to~~ commercial uses.*

*-and further-*

*Amend Glossary as follows:*

- *Block Length refers to the measured distance between intersections, where the centerlines of the roads intersect.*
- ***Secondary Suite or Accessory Dwelling Unit** means a self-contained living space located on the same property as a primary residence. It is typically smaller than the main dwelling and includes essential amenities such as a bedroom, bathroom, and kitchen. These units have a separate entrance and can be situated within the main house, attached to it, or in a separate structure on the property. ~~dwelling-unit;~~  
~~accessory to and smaller than the dwelling defined for principal use;~~  
~~that cannot be above grade in the dwelling defined for principal use;~~*

~~that does not exceed 70 m<sup>2</sup> (753.47 sq. ft) in gross floor area, excluding areas covered by stairways;~~

~~consisting of a bedroom(s), bathroom, and kitchen developed to Alberta Building Code standards, which are physically separated from those of the principle dwelling, but are contained within the same property;~~

~~that has an entrance separate from the entrance to the principal dwelling, either from a common indoor landing/foyer or directly from the exterior of the structure;~~

~~that has a private amenity space located outside and which is a minimum of 7.5 m<sup>2</sup>, (80.7 sq. ft) with no dimension being less than 1.5 m (5 ft.) This space may be provided in the form of a balcony, deck or patio; and~~

~~that has a rear or side yard laneway access.~~

- **Semi-detached housing/dwelling** means a building that contains two side-by-side dwelling units on a parcel, separated by a vertical fire wall. It is designed to provide two dwelling units, each with separate entrances at grade. ~~a building: that contains two (2) side by side dwelling units on a parcel separated by a vertical fire wall; that is designed for the purpose of providing two (2) dwelling units; and that contains separate entrances at grade for each dwelling unit.~~
- **Single-detached housing/dwelling** means a building that has a permanent structure on a permanent foundation, containing only one dwelling unit. It may include a dwelling and or a secondary suite, and is used for no other purpose except as otherwise allowed in the Bylaw. ~~a building that has a permanent structure on a permanent foundation: which contains only one (1) dwelling unit, which may include a dwelling, secondary suite, and except as otherwise allowed in this Bylaw, is used for no other purpose.~~
- **Traffic calming** means a set of transportation design interventions, such as speed bumps, roundabouts, narrowed streets modified cross sections, curb extensions, and raised crosswalks, aimed at reducing vehicle speeds and improving safety for pedestrians, cyclists, and other road users to create safer, more livable streets.

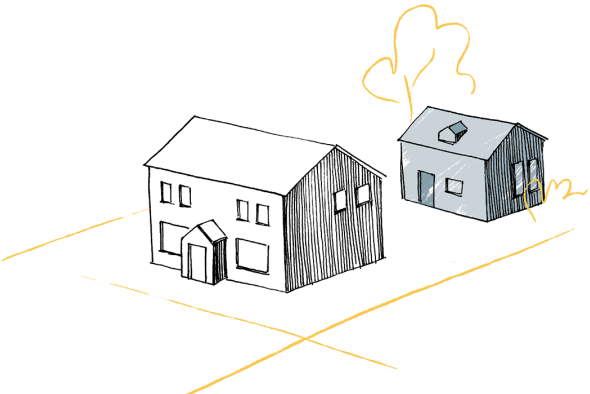
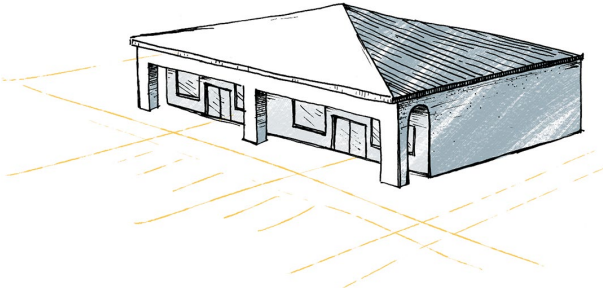
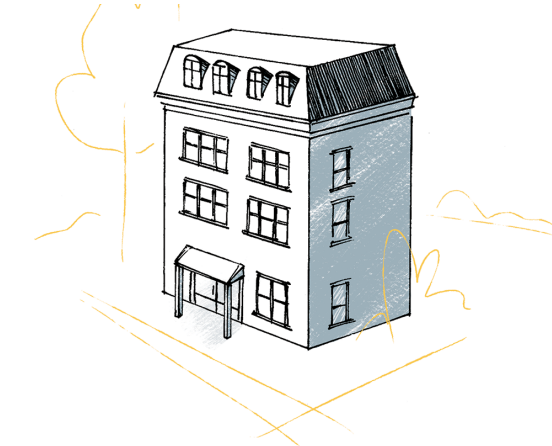
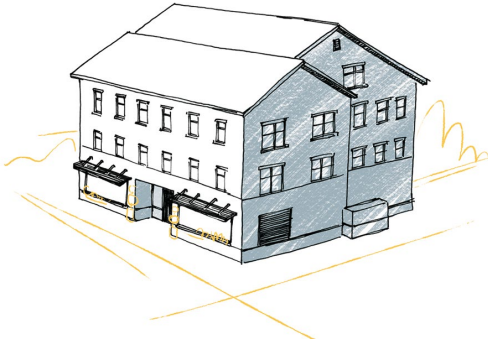
-and further-

Amend Building Typologies Glossary introduction as follows:

- The images provided are not representative of specific design requirements as outlined in the MDP and or associated regulatory or policy documents. The images are for illustrative purposes only, to demonstrate the differences between the building forms.

-and further-

Amend Building Typologies Glossary by replacing the existing table with the following:

<p><b>Accessory Dwelling Unit</b> (i.e. Secondary Suite)</p> 	<p><b>Neighbourhood – Commercial</b></p> 
<p><b>Apartment (i.e. Urban Apartment)</b></p> 	<p><b>Neighbourhood – Office/Commercial</b> (commercial on ground floor with office above)</p> 

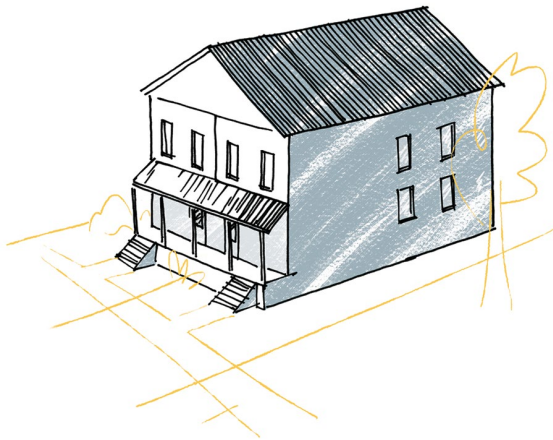
***Courtyard Garden Apartment***



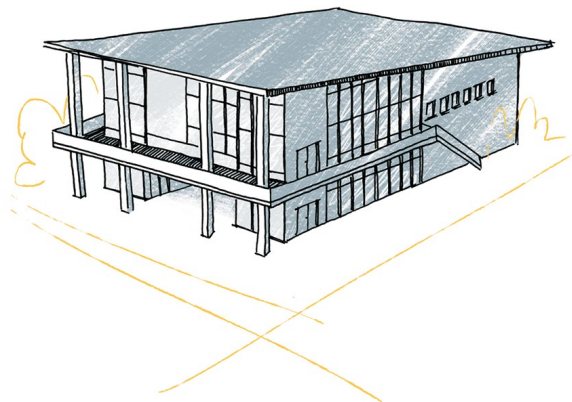
***Neighborhood - Mixed Use (commercial on ground floor with residential above)***



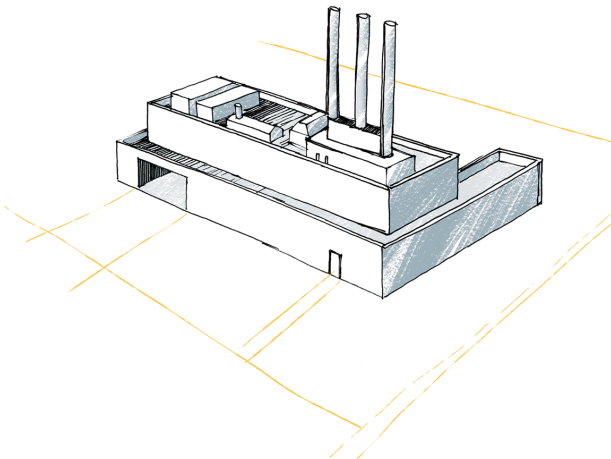
***Duplex / Semi-detached***



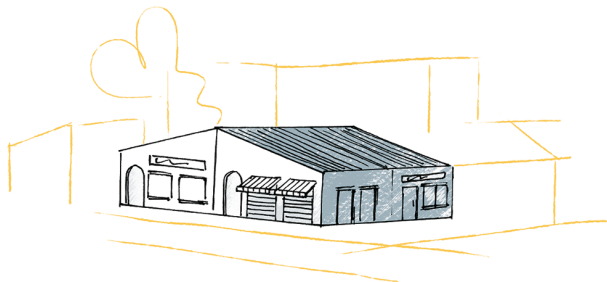
***Regional - Office/Commercial***

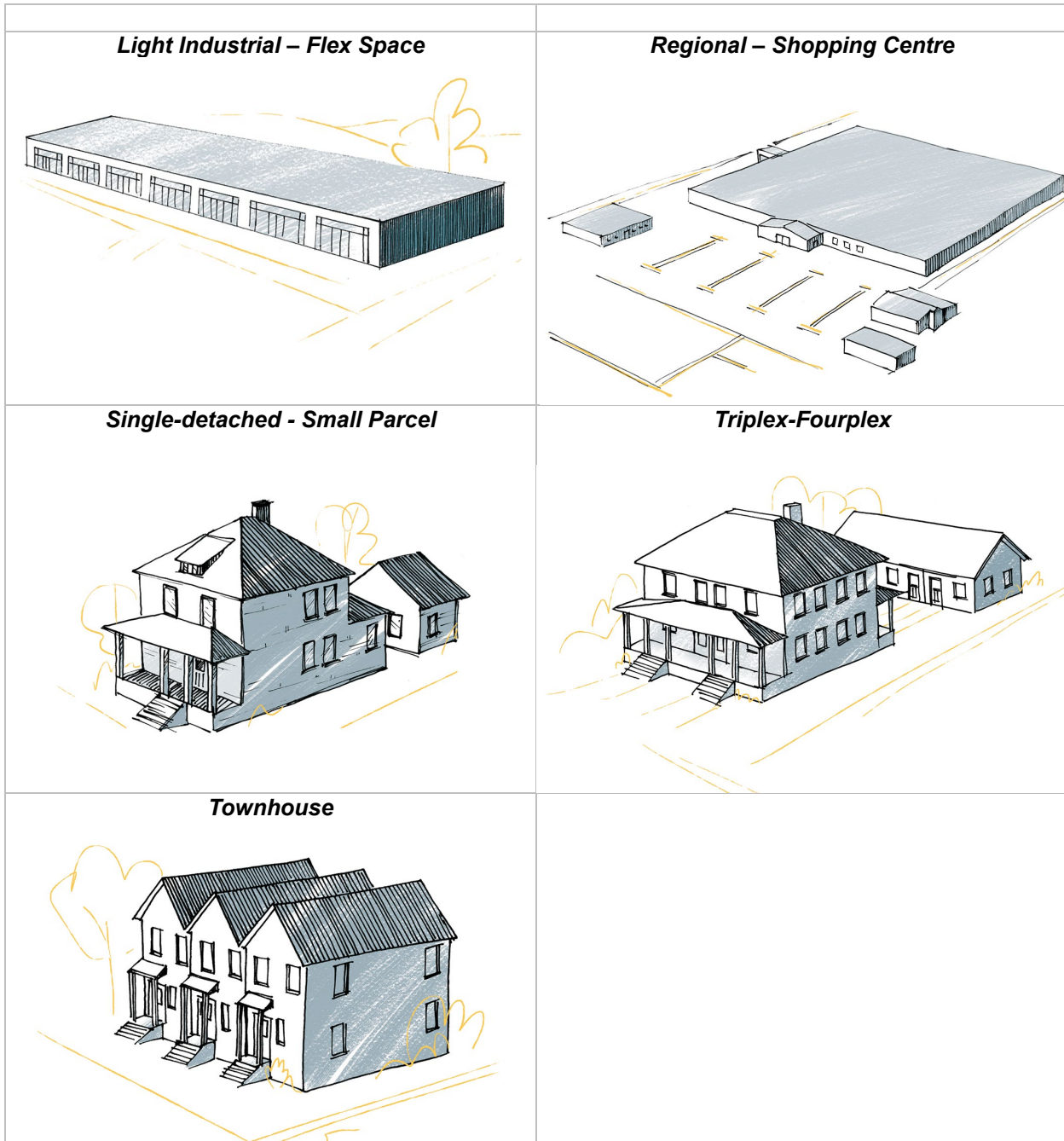


***Heavy Industrial***



***Regional - Mixed Use***





-and further-

*Amend Appendix – Plan Requirements as follows:*

- *The following section outlines the specific requirements for Neighbourhood Structure Plan (NSP) and Concept Plan. This section also provides a non-exhaustive list of technical studies or supporting information that may be required for development applications, which includes the preparation of an Area Structure Plan (ASP). An Area Structure Plan is required for comprehensive development of lands that exceed one (1) quarter section.*

#### **Terms of Reference for Plan Requirements**

*The Municipal Development Plan (MDP) establishes the framework for long-term growth and development within the municipality. As part of this process, Council holds the responsibility for determining and approving the Terms of Reference for all required statutory plans, including Area Structure Plans (ASP) and Neighbourhood Structure Plans (NSP).*

*Council will assess the need for statutory plans based on planning principles, land use priorities, and community objectives. Once the specific Plan is deemed necessary, the Terms of Reference will outline key components such as:*

- *Scope and Purpose of the plan*
- *Land Use and Development Guidelines*
- *Infrastructure and Servicing Considerations*
- *Community Engagement and Consultation Process*
- *Implementation and Monitoring Framework*

*By approving these terms, Council ensures statutory plans align with municipal policies and growth strategies, providing clarity and direction for landowners, developers, and stakeholders.*

**Please note:** *a Terms of Reference adopted by Council is not necessary for proposed Neighbourhood Structure Plans that are within an adopted Area Structure Plan.*

-and further-

*Amend Appendix – Plan Requirements, Neighbourhood Structure Plan (NSP) as follows:*

- *Neighborhood Structure Plans (NSPs) are statutory documents under an Area Structure Plan (ASP) and must be adopted by bylaw ~~or resolution to support land use redesignations for proposed development that exceeds 20 acres and is equal to or less than one (1) quarter section.~~ NSPs provide detailed land use direction, subdivision design, and development guidance to Council, administration, and the public. To ensure the opportunity for public input, the Town must choose to adopt a Neighborhood Structure Plan through bylaw with a public hearing.*

-and further-

*Amend Appendix – Plan Requirements, Neighbourhood Structure Plan (NSP) as follows:*

- **~~Statutory and Non-Binding Components~~**
  - ~~Clearly distinguish which part(s) of the NSP are statutory, and which are non-binding. Appendices are understood to be non-binding. The NSP must also specify that an area, symbol, or figure shall be interpreted as approximate unless it coincides with a fixed and clearly defined legal or physical boundary such as a property line or utility right-of-way.~~

-and further-

*Amend Appendix – Plan Requirements, Calculating Density as follows:*

- **Calculating Density**
  - Gross Developable Area is determined by subtracting all non-developable lands (e.g., environmental reserves, expressways, railways, and other constraints) from the Gross Total Area (all land) of the plan area.**
  - Gross Residential Area is calculated by subtracting regional land uses from the Gross Developable Area. Regional land uses include regional open spaces, major commercial centres (greater than 4 hectares or 10 acres), major institutional facilities, senior high schools, industrial areas, public lakes, water bodies, and other non-residential regional uses.**
  - **What is Included in the gross residential area?**
    - Residential lots (single-family, multi-family, townhomes, etc.)
    - Roadways and sidewalks within the development
    - Parks and open spaces designated for residential use
    - Stormwater management areas (if integrated into the residential layout)
    - Community amenities like schools or recreation centers
  - Gross Residential Density is expressed as the total number of residential units divided by the Gross Residential Area, measured in units per gross hectare (uph) or units per gross acre (upa).**

**Calculating Density**

**1. Calculate the Gross Developable Area**

Gross Total Area (all lands) – Non-Developable Areas = Gross Developable Area

**2. Calculate the Gross Residential area**

Gross Developable Area = Regional Land Uses = Gross Residential Area

**3. Calculate the Gross Residential Density**

Total Number of Residential Units ÷ Gross Residential Area = Gross Residential Density

TOWN OF CROSSFIELD

# Municipal Development Plan – Update June 2025 Draft



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# 1.0 MDP FRAMEWORK

## 1.1 Purpose

### What is an MDP?

This Municipal Development Plan (MDP) is a long-range statutory plan intended to guide the Town of Crossfield Council and administration in making sustainable, responsible, and accountable decisions with respect to land use, development, and service provision. The plan is created in consultation with the community, to ensure it captures the aspiration of the Town as a whole. The MDP also serves to inform government agencies, public and private utilities and service providers, other authorities such as local school jurisdictions and Rocky View County, non-governmental organizations, developers, residents, and local businesses of the major policy directions that the Town of Crossfield has established.

The MDP conforms in turn to the goals, objectives, and policies of higher-order provincial and regional plans and policies such as the Government of Alberta Land Stewardship Act, Land Use Policies, and Land Use Framework. More specifically, the policies of this MDP reflect the broader provincial and regional economic development, growth management, and land use stewardship strategies and goals that promote development along the QE II Highway corridor, protection of significant landscapes and natural systems, and concentration of development within urban centres at higher densities than have been developed in the past.



## Hierarchy of Plans

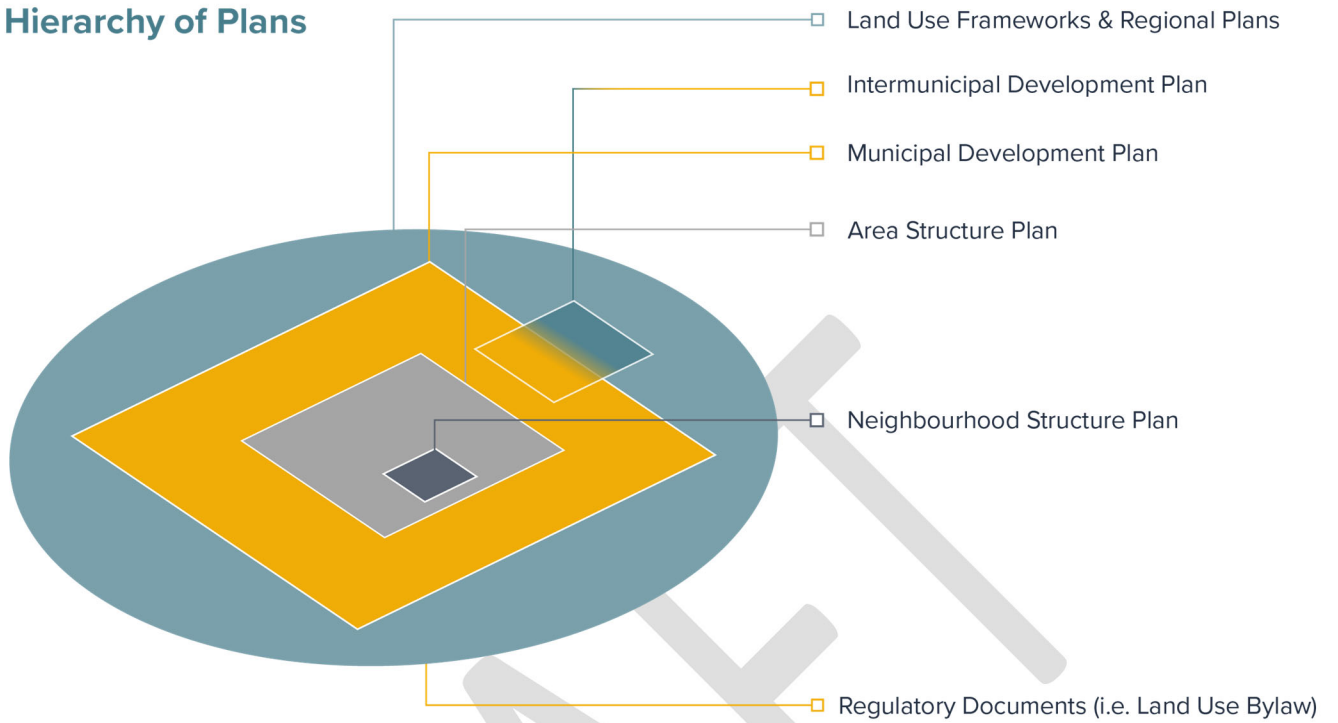


Figure 1 - Hierarchy of Plans

The plan must be a dynamic, adaptable resource. While it is important to provide a framework that guides growth and big decisions, it is also important to maintain flexibility to accommodate requests that may not exactly fit within the plan. In the absence of clear direction, the community identity, desired outcomes, and guiding principles outlined in the plan should always be referenced. See Table 1 for a general overview of the overall intent of the plan and why it matters to have an updated and contextually relevant plan.

<b>WE AIM TO ACCOMPLISH</b>	<b>WE DO THIS BY ASKING...</b>
<p>Understanding our current, and potential future, needs. To remain fiscally stable, a municipality must develop in a way that generates enough revenue to cover liabilities not just today, but also in the future.</p>	<p>What can the town and its citizens afford?</p>
<p>Telling the story of Crossfield. Having a clear identity and set of principles helps avoid becoming “anywhere” and distinguishes the town from surrounding communities.</p>	<p>What defines Crossfield today and in the future?</p>
<p>Getting the big stuff right. Creating priorities for land, infrastructure, and economic development decisions is essential to maximize returns on investment and quality of life.</p>	<p>How and why do we want to grow?</p>
<p>Enabling clear expectations and consistent, predictable decisions. Make elected officials, staff, and other partners unified, efficient, and proactive.</p>	<p>What does successful implementation look like?</p>
<p>Opportunities for more informed and engaged citizens. Engaged citizens support leadership and bring ideas forward. They actively participate in decisions, represent their neighbourhood, and contribute to positive change.</p>	<p>How do we empower citizens to contribute to this process?</p>
<b>SO WHY DOES THIS MATTER?</b>	
<p>It’s simple. The future of Crossfield affects everyone within it, from its newest arrivals to lifelong citizens. Everyone has a vested interest in making the community the best place it can be.</p>	

Table 1 - General Overview

## Why do we need it?

In accordance with the Province of Alberta Municipal Government Act (MGA), the purpose of the Town of Crossfield Municipal Development Plan (MDP) is to provide general policies for the future development of the Town of Crossfield. This MDP is established under the authority of Section 632 of the MGA, which addresses the adoption of MDPs and stipulates which matters must and may be addressed by MDP's.

In accordance with the MGA, an MDP must address:

- The future land use within the municipality,
- The manner of and the proposals for future development in the municipality,
- The co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities,
- The provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities, and
- The provision of municipal services and facilities either generally or specifically
- And may address:
  - Proposals for the financing and programming of municipal infrastructure,
  - The co-ordination of municipal programs relating to the physical, social and economic development of the municipality,
  - Environmental matters within the municipality,
  - The financial resources of the municipality,
  - The economic development of the municipality, and
  - Any other matter relating to the physical, social or economic development of the municipality.

Today's challenges can often be traced to yesterday's solutions, particularly in instances where decisions were made without the benefit of a strong guide. Development decisions that we make in communities have repercussions far into the future. Simply having a relevant and updated plan does not ensure the "right" decisions get made.

Plans cannot predict the future and they are not designed to evaluate whether decisions are "right" or "wrong", rather good plans put local governments in the position to make defensible decisions. The updated MDP was designed to reflect the desires of the community and provide a roadmap for the future of the Town.

## 1.2 Background

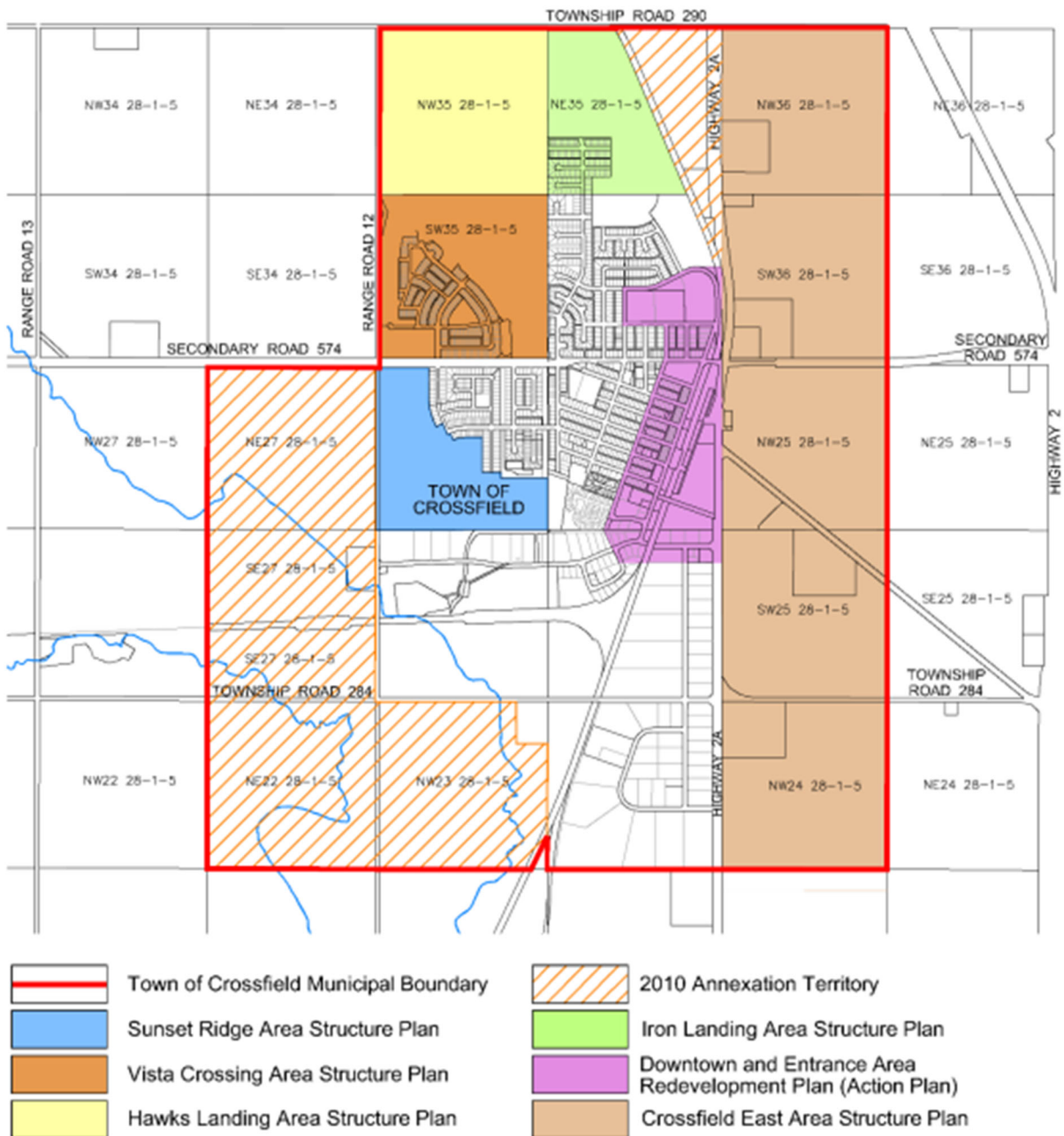
### Related Plans

All statutory planning documents, including Area Structure Plans (ASPs) and Area Redevelopment Plans (ARPs), and the Town of Crossfield Land Use Bylaw, must be consistent with the policies contained within this MDP. The Town of Crossfield Council has and will adopt several detailed statutory plans for specific areas within Crossfield. Figure 2 — Approved Statutory Plans illustrates the boundaries of the existing approved ASPs and Area Redevelopment Plans. [Figure 1. Hierarchy of Plans demonstrates the framework for planning documents required to support development, starting with a statutory Area Structure Plan \(ASP\), then following non-statutory documents such as a statutory Neighbourhood Structure Plans \(NSP\) for areas within an approved ASP, and concept plans for smaller areas that do not have guiding documents applied to them.](#)

The Town of Crossfield Land Use Bylaw is an important regulatory tool for implementing the MDP and the other statutory plans and municipal policies on a detailed and site-specific basis.

In addition to the approved statutory plans and the Land Use Bylaw, the Town of Crossfield Council has adopted by resolution various policy documents that set forth broad strategic goals or technical standards and guidelines for development. One important non-statutory plan that has guided the formulation of this MDP is the Crossfield Sustainability Plan. That plan, which Council approved in 2009, expresses both the vision of the community and key actions that need to be taken to implement the vision. The Crossfield Sustainability Plan and other non-statutory plans and policies of Council should be referred to on a regular basis in order to supplement the interpretation of this MDP.

The goals, objectives, policies, legislation, and regulations of senior federal, provincial, and regional jurisdictions shall be consulted when making decisions in accordance with this MDP. Relevant senior government documents include the MGA, Land Stewardship Act, Land Use Policies, and Land Use Framework. The Town of Crossfield Council and administration shall continue to adhere to the relevant policies and legislation of all senior government authorities.



Town of Crossfield Municipal Development Plan  
November 2018

Figure 2 - Approved Statutory Plans

## Alignment with the Crossfield Sustainability Plan

On December 15, 2009, the Town of Crossfield Council approved the Crossfield Sustainability Plan, which marked the beginning of an ongoing process of engagement in continually making Crossfield a more sustainable community. Successful implementation of the Crossfield Sustainability Plan will depend upon the future commitment of many champions in the community. Those champions have been identified among residents of the town, throughout the business community, in the local schools, and in the Town Council and administration.

The vision statement and principles of this MDP are aligned with those articulated in the Sustainability Plan. The Crossfield Sustainability Plan has served to build bridges in the community and is expected to provide a strong basis for future community engagement in moving Crossfield toward a more sustainable future. The Vision for the Crossfield Sustainability Plan is based directly upon ideas contributed by a broad range of community members throughout 2009. These words are the community's words; they represent the collective aspirations of the people of Crossfield.

This MDP and the Sustainability Plan share these Sustainability Principles:

- We express pride in our identity and heritage by working together to achieve our common vision.
- We balance our social, environmental, and economic values for the benefit of our people, the planet, and both private and common economic profit.
- We include and empower all the people in our community, respecting their diverse points of view, needs, and values.
- We protect and maintain a healthy natural environment as we plan and develop our community.
- We promote and support various types of growth, development, and activities that will benefit ourselves and our community.
- We recognize that the decisions we make today will have long-term impacts on future generations.
- We take individual and collective responsibility for our decisions and actions in order to benefit and improve the whole community.

## Technical Background

Most of the growth management, engineering, transportation, and technical studies supporting this MDP were prepared for the Town of Crossfield 2009 annexation application, which the Government of Alberta approved in June 2010. The growth study prepared for the 2009 annexation application projected the need to accommodate a total residential population of 12,000 to 15,000 within Crossfield to the year 2040. The 2010 annexation added slightly less than 11 quarter-sections (1,750 acres or 708 hectares) of land to the Town of Crossfield. That annexation was approved to accommodate approximately 35 years of residential, commercial, and industrial growth. The lands annexed to the Town of Crossfield in 2010 are shown in Figure 3 — Town of Crossfield Municipal Jurisdiction.

The future transportation network shown on Figure 5 — Transportation, the future stormwater management system shown on Figure 6 — Master Drainage Concept, the future water servicing concept shown on Figure 7 — Water Servicing, and the future sanitary sewer servicing concept shown on Figure 8 — Wastewater Servicing, are all based upon transportation and engineering studies prepared for the Town of Crossfield. The major creeks, wetlands, and natural systems shown in Figure 2 — Natural Areas are based upon a biophysical overview that was specifically prepared in 2010 to support this MDP.

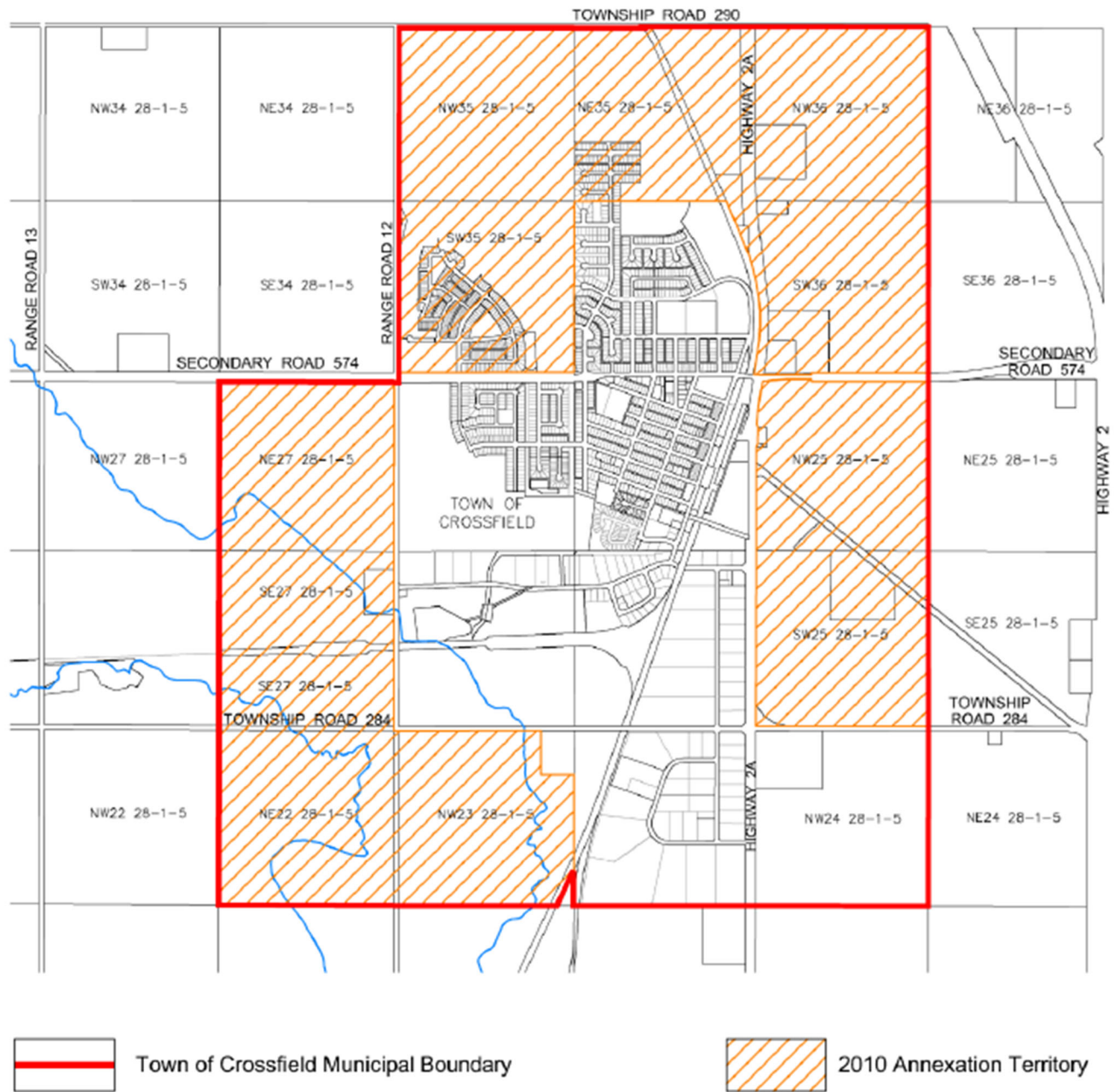


Figure 3 - Town of Crossfield Municipal Jurisdiction

## 1.3 How Do We Use the MDP?

The content and function of the plan will mean different things to different people depending on their role within the community (i.e., elected official, staff, developers, business owners, social service agencies, public institutions, and individual citizens). Regardless of the user, the plan is designed as a tool to better understand the role of the plan and the role of the user in supporting the growth and evolution of the town. The following outlines the general layout of the plan, how it is connected, and the high-level summary of each major section.

### Map Interpretation

Unless otherwise specified within the MDP, the boundaries or locations of any symbols or areas shown on these MDP maps are approximate only and shall be interpreted as such. They are not intended to define exact locations except where they coincide with clearly recognizable physical features or fixed boundaries, such as property lines or roads and utility rights-of-way.

### Desired Outcomes Interpretation

The desired outcomes identified in the MDP establish a direction moving forward, formed by community conversations, the understanding of the current context, and building on the strategic priorities identified in Council's Strategic Plan. Each section of the MDP makes a connection between the specific goals, and the desired outcomes that those goals are seeking to achieve. These are shown as icons throughout the document. These icons are clickable, and if selected, will bring you to Section 5.2 where the complete description of each desired outcome can be found.



### Policy Interpretation

Where a descriptive section accompanies a policy, it is provided for information purposes only to enhance the understanding of the policy. Should an inconsistency of interpretation arise between the purpose section and a policy, the policy shall take precedence.

Where "shall" is used in a policy, the policy is considered mandatory. Nevertheless, where quantities or numerical standards are contained within mandatory policies, such quantities or standards may be varied so long as the intent of the policy is still achieved, and the variation is necessary to address unique circumstances that would otherwise render compliance impractical or impossible.

Where "should" is used in a policy, the intent is that the policy is strongly encouraged but can be varied where unique or unforeseen circumstances provide for courses of action that would satisfy the general intent of the policy.

Where a policy requires submission of studies, analysis, or information, the exact requirements and timing of the studies, analysis, or information shall be determined by the approving authority at the appropriate planning stage in accordance with Part 3 of this MDP, Implementation and Monitoring.

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## 2.0 COMMUNITY CONSULTATION

### What has informed the update?

#### Town of Crossfield Council

Council completed multiple workshops to better understand Town priorities and establish a common vision moving forward. These sessions were instrumental in digging deeper to identify the key ingredients of a local vision and establish priorities that align with the community's values. These sessions, combined with the direction in Council's Strategic Plan, formed the foundation to support our comparative analysis evaluating the relationship between current policy and Council priorities.

#### Context and Trends

The Town has evolved over the last 20 years, consistently growing since 2000. The following represent an overall summary of the key trends fuelling this evolution through a growth and development lens:

##### Population

- Crossfield has experienced relatively consistent growth over the last 20+ years and has increased at a more rapid pace between the 2016 and 2021 census years. From 2002 to 2022, the population increased by approximately 70%<sup>1</sup>
- While the longer-term trends demonstrate the local population is aging, the short-term trends demonstrate that the composition of the population is getting younger, indicating more young families are contributing to recent growth.
- These local population trends are different than similarly sized municipalities along the QEII corridor, demonstrating at some level that local development is attracting new citizens that see Crossfield as an attractive destination.

##### Housing

- Housing is a critical component that deserves consideration when a town is experiencing population growth and an integral aspect for not only continued growth but also for retaining residents. From 2002 to 2022, the number of housing units in Crossfield has increased by approximately 55% **Error!**  
**Bookmark not defined.**

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<sup>1</sup> Information presented is an approximation based on available census data

- While the characteristics of the population differentiate Crossfield from other comparable communities, the housing stock is very similar with a predominance of single-family, owner-occupied units at relatively low densities.

## Community Engagement

Through a variety of community conversations either tied directly to the development of the MDP or through other initiatives the Town was leading, the direction of the plan stems from local citizens and their perspective on what matters most to sustaining the elements of Crossfield that create a great quality of life and identifying what's necessary to ensure the town remains a great place to call home in the future.

Community conversations focused on identifying assets, opportunities, and obstacles to help create a better awareness of community perspectives. The responses from the community are summarized in the following general topic areas.

- **The small-town sense of community:** Community members were asked what they value most about their community. Residents expressed a strong appreciation for the small-town sense of community, where close-knit relationships and a friendly atmosphere are crucial.
- **Access to parks and natural amenities:** Residents emphasized the importance of access to nature and park amenities, and recreational opportunities, which play a key role in an enhanced quality of life. Improving and expanding recreational opportunities was top of mind for residents.
- **The character and identity of the Town:** Residents are committed to preserving the unique charm and small-town feel that makes Crossfield special. When asked about the future of Crossfield, community members envisioned Crossfield as a beautiful town known for its desirable and attractive public parks and spaces.
- **Connectivity:** Residents outlined a desire to improve pedestrian and cyclist infrastructure for safer and more accessible travel within the Town. Residents also emphasized the importance of maintaining and enhancing vehicle infrastructure within and around the Town.
- **Diverse local shopping options, with a strong sense of pride in local businesses:** A thriving local economy with a variety of shops is key to the Town's future, according to residents.
- **Opportunities for young people to establish themselves close to home:** Residents envision a community with opportunities for young people to build their futures while staying connected to their community.

## 3.0 COMMUNITY VISION

### 3.1 Crossfield's Identity

The elements below represent the distillation of the concepts, ideas, and discussion that came out of the public engagement process and Council's Strategic Plan. It is made up of three parts: Values, Assets, and Aspirations. When these items are put together it gives a clear and meaningful picture of how the residents of Crossfield see themselves and their community now, and how they wish to be in the future.

#### **VALUES: A shared collection of things that matter to us.**

- Family
- Safety
- Integrity
- Accountability
- Accessible and equitable
- Collaboration and harmony
- Care and commitment

#### **ASSETS: The elements we want to protect and improve.**

- Recreation and public amenities
- Parks and natural areas
- Social connectedness
- Industrial and locally owned businesses
- Demand for new growth
- Unique character and identity
- Rich history

#### **ASPIRATIONS: What we want to be tomorrow**

- Beautify the Town to create desirable, attractive spaces
- Develop consistency in processes and decision making
- Provide opportunities for diverse economic growth
- Consider sustainable growth in the context of prioritizing fiscal health, and improving the quality of life for our residents
- An informed and engaged community
- Neighbourhoods with housing types that support a variety of demographics and housing needs

## Identity Statement

This statement was built from the individual elements and crafting them into a simple and memorable identity statement, which strives to encompass the nature of Crossfield through the perspective of its citizens. Throughout the plan, several recommendations for improving Crossfield are presented. Each recommendation has been vetted by asking “does this align with the identity of the community.”

---

***"We are dedicated to fostering a safe, socially connected, and vibrant community through enhanced public spaces, a range of attainable housing, resilient infrastructure, sustainable growth, and clear, consistent decision-making process that supports a diverse, strong economy.***

***We strive to enrich the quality of life of our residents, current and new."***

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## 3.2 Desired Outcomes

Moving beyond the community identity statement, the plan is intended to provide background information, recommendations, and policy direction that support achieving the desired outcomes. To ensure the plan remains relevant over time, the outcomes need to balance the relevance to the short-term context with the longer-term aspiration. As the context changes, the outcomes may evolve and should help inform any changes to the identity statement. However, in some cases the outcomes may never fully be achieved, but the recommendations and actions will change as the Town evolves.

As a continuation of the community conversations, the understanding of the current context, and building on the strategic priorities identified in Council’s Strategic Plan, the following desired outcomes establish the direction moving forward.



### Community oriented development

It is important that the Town continues to seek opportunities to grow our communities in a manner that creates a family friendly environment that will increase the quality of life for existing residents and attract newcomers. Crossfield values creating a Town that provides spaces for social connection, ultimately fostering a strong sense of community between residents.



### Diverse mix of housing

Housing that supports retaining and attracting a range of demographics is crucial in fostering a resilient local economy. By offering diverse and attainable housing options—ranging from single detached homes to apartments—Crossfield can maintain a stable and dynamic population. By providing diverse housing, Crossfield can enhance community cohesion, attract a diverse workforce, and stimulate local businesses, contributing to sustained economic growth and a vibrant, resilient community.



### Infrastructure that is sustainable

Balancing the short-term benefits of growth with a long-term asset management approach in infrastructure is crucial for sustainable development. While immediate improvements can open up opportunities to boost the economy and increase quality of life, proactive maintenance and planned replacements ensure infrastructure longevity and cost-efficiency. This holistic strategy ensures that today's advancements do not become tomorrow's burdens, fostering a more resilient community.



## Maintaining a healthy financial position

Maintaining a healthy financial position requires a balance between residential and non-residential tax revenues. This equilibrium ensures a steady and diverse income stream, fostering sustainable service delivery across the community. By supporting both residential neighborhoods and industrial/commercial enterprises, municipalities have the opportunity to provide high-quality public services, enhance and maintain infrastructure, and promote long-term economic stability.



## Citizens that are informed and engaged

Engaged citizens are the cornerstone of a thriving community. By fostering an environment where residents are informed and actively participate in the creation and implementation of the Towns vision, we ensure that diverse voices shape our future. This active civic involvement leads to a better understanding of community aspirations and a stronger sense of community, ultimately enhancing the quality of life for all.

### 3.3 Guiding Principles for Decision Making

While the Plan cannot cover every possible scenario, this section offers a flow from the community identity statement to the desired outcomes, followed by a set of guiding principles to help guide citizens, staff, and elected officials in creating a shared understanding of the decision-making process. Guiding principles help shape decision-making through a framework for defining objectives of the community.

The intent of guiding principles is to recognize the importance of flexibility in the planning and development process (this is not linear or “black and white”), but that all decisions need to be rooted in principles that reflect the identity and desired outcomes. The following guiding principles serve as a reference point and guidepost that direct not only the plan, but also future decisions, which serve as a consistent and coherent approach to addressing challenges and achieving desired outcomes.

## Fiscal Responsibility

Effective governance requires the Town to adopt a holistic approach in decision-making processes, considering the interconnectedness of social, economic, environmental, and cultural factors to ensure that all trade-offs are understood and balanced. Infrastructure and development decisions made today have financial consequences for the future. Consistently approving development patterns that do not generate the necessary revenue to sustainably service them forces the town to generate more revenue elsewhere.

Communities need plans that support maximizing the return on investment in a way that increases property values, improves quality of life, and reduces long-term infrastructure costs.

### Questions to ask ourselves when making decisions:

- Have we considered multiple alternatives and their risks and trade-offs?

## Open and Transparent

Managing citizen expectations can be challenging, time consuming, and frustrating. By creating an open and transparent decision-making process through consistent communication of a cohesive community identity, desired outcomes, guiding principles, and prioritized actions, roles and expectations become clearer, empowering everyone in the community to contribute. Openness and transparency make clear what elected officials, staff, businesses, and citizens must do to make meaningful progress, increasing transparency and accountability across the community.

### Questions to ask ourselves when making decisions:

- Did we take multiple accounts into decisions?
- Have we proactively shared options with the public and outlined rationale behind decision?

## Economic Prosperity

Consideration should be given to development that strengthens and enhances the local economy in Crossfield. An economic development ecosystem consists of a well-thought-out network of interconnected organizations and institutions that collaborate to enhance the economic well-being of a community. Healthy ecosystems have a foundation of locals who wish to start or expand their business along with interest from larger employers who see Crossfield and its residents as a valuable resource. Ensuring that we are making decisions with this in mind can provide opportunities for job creation, enhance quality of life, fund essential public services, and attract investment, ultimately fostering sustainable growth and community well-being.

### Questions to ask ourselves when making decisions:

- Does this support a diversity of businesses and jobs in Crossfield?
- Does this prioritize long-term investment in the community over short-term financial gains?

## Equity

Equity in municipal governance ensures that we are providing residents with equal access to resources and opportunities, fostering a more inclusive and accessible community, where all Citizens,, regardless of income or background, have a place to call home. Ultimately, approaching decision making that considers equitability fosters stronger, resilient, more cohesive communities where all residents can thrive.

### Questions to ask ourselves when making decisions:

- Are we equitably allocating resources throughout the community?

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## 4.0 LAND USE AND GROWTH MANAGEMENT

### 4.1 Goal

Manage growth consistently through promoting complete and cohesive neighbourhoods that contribute to the fiscal health of the town. Establish development patterns and a mix of land uses that support walkable access throughout the community and set high standards for design, preserving the character of the community, while promoting a variety of housing types.






STRATEGIC DIRECTION	DESIRED OUTCOMES
1. Use land use policy areas and the concept of complete <u>neighbourhoods-community</u> as the building blocks for future land use patterns.	
2. Foster development patterns that improve the town's fiscal position and its ability to effectively and efficiently deliver services.	
3. Promote and facilitate infill and incremental redevelopment of existing neighbourhoods that celebrate the community's identity and character.	
4. Preserve and enhance natural areas and ensure neighbourhoods have access to parks, open space, amenities, and the trail system.	
5. Cultivate a land development ecosystem that supports diverse employment opportunities and increases the number of citizens that live and work in Crossfield.	
<p><u>Connection to Identity Statement:</u></p> <p>This section of the MDP helps to achieve the identity statement by:</p> <ul style="list-style-type: none"> <li>Focusing on growth and development that enhances the existing community and is compatible with the local character and identity, and that balances contributions to the overall health and wellbeing of the existing community and enhancing Crossfield as a destination represents the desired outcome of the plan.</li> </ul>	

Table 2 - Land Use and Growth Management

## 4.2 Context

The purpose of this section is to plan the future land use pattern of Crossfield, addressing opportunities for new development as well as shaping redevelopment. Many factors influence how a municipality grows and defines its characteristics, but growth management and the pattern of land use is one of the most important components affecting the way communities' function, impacting:

- The type of services available to citizens and businesses
- The ability to effectively provide services
- Affordability of housing
- Connectivity and mobility
- Public health and safety
- The makeup of the local economy
- Public parks and open spaces
- Lifecycle of municipal infrastructure

Land is a community's most valuable resource. When land is developed, it is often done with near-term benefits in mind, such as the new tax base. But what is built initially also has long-term impacts on a community's social environment, fiscal health, and environmental resiliency. It is in the best interest for the longevity of the Town to encourage patterns of land use that contribute to the town's ability to sustainably serve its current and future citizens and businesses. This extends to fiscal considerations and how the land use pattern positions Crossfield to support the desired quality of life. Careful consideration of the development pattern is key to balancing fiscal health for the town and affordability for citizens. Therefore, decisions about when, where, and how to grow and develop must be made with both short and long-term implications in mind.

The Land Use and Growth Management component provides the framework for guiding decisions and setting policy less on where we should prioritize new development, and more importantly on how we should develop. Land Use Policy Areas give direction to the style and character of development in a certain area, while allowing greater flexibility for appropriate uses. This provides opportunity for the town to balance capitalizing on near term opportunities, while maintaining a focus on long-term fiscal health and sustainable service delivery.

Crossfield's land use pattern has evolved over many years. By nature, developing land is a piecemeal process when viewed at a large scale. Different parcels of land develop or redevelop at different times in response to changing markets. Simultaneously, the Town must plan to provide public services and municipal infrastructure. Policy and regulatory approaches can shape whether the market can effectively respond to changes in demand.

A comprehensive and interconnected approach to land use and growth management can help the town coordinate:

- Supporting the private and public sectors in making better, more informed choices.

- Informing other planning efforts (i.e., parks, transportation, infrastructure, etc.).
- Support for achieving economic development goals and objectives.
- More compatible transitions between different land uses.
- More fiscally-sound land use pattern.
- More predictable development outcomes.

## Land Use

The purpose of the Land Use and Growth Management element of the plan is to guide future growth and development with the goal of establishing efficient and functional development patterns through a land use policy area framework. This directs the location, type, intensity, and form of various development types, respecting the characteristics of individual geographic areas.

Development patterns throughout the town have a considerable impact on the overall health of the community. Historically, development patterns have tended to locate in single-use areas, surrounded by similar types of uses, densities, and building types (e.g., single-family housing neighbourhoods, strip commercial malls, industrial parks, downtown commercial centres, etc.). There are many different factors that influence the evolution of development patterns (e.g., the price of land, the real or perceived demand for development types, social drivers for homeownership, auto-oriented lifestyles, etc.). Beyond these factors, we must also consider how our land use regulations have historically influenced growth patterns.

The following characteristics illustrate the overall approach to considering future land use throughout the Town.

### Using neighbourhoods as building blocks

Providing and maintaining a high quality of life for citizens is crucial to a community's ability to recruit and retain businesses and residents. When residents are happy and quality of life is high, property values tend to increase, thereby providing more revenue to the municipality so that these services can be maintained and enhanced. To appeal to the broad mix of people Crossfield is seeking to keep and recruit to the community, we must think about the ingredients of individual neighbourhoods that, cumulatively, contribute to a strong and healthy community. Neighbourhoods should be considered as independent units, each of them with their own identity, structure, and strategies for improving quality of life.

### Maintaining character through Land Use Policy Areas

Separation of land uses (i.e., residential, commercial, industrial, etc.) was viewed as a necessary step in improving quality of life decades ago, and it remains a common practice. Some of the primary concerns with this approach, are that it limits the flexibility for buildings and neighbourhoods to evolve over time as the market

changes, and that it requires large amounts of roads, water, and sewer infrastructure that municipalities struggle to fund the maintenance and replacement.

By replacing land use categories with Policy Areas, we can still achieve separation of primary uses where needed but can also introduce some of the basic character concepts that contribute to the Town's quality of life, providing developers and existing landowners with much greater flexibility to make improvements to their property as the market dictates.

### **Improving land productivity**

The municipality cannot afford to lose money over the long-term on every development. It is critical to the financial health and stability of the community to make sure that what is being built on land in the town is generating enough revenue to pay for the cost of services being delivered. This can be accomplished by prioritizing infill and adaptive reuse of existing buildings, and tactical, low-cost improvements in areas where existing infrastructure already exists.

### **Balancing growth and infrastructure investments**

When a new residential development or commercial project is built, it increases the demands on the infrastructure systems (i.e., higher traffic volumes on roads, increased demand for treated water, increased amount of wastewater generated, etc.) and community services (i.e., police, fire, recreation, etc.). The most efficient manner to grow is to prioritize infill and higher densities where there is already existing development and infrastructure. When new development is desired, it should be added incrementally in areas immediately adjacent to current development and infrastructure. Future annexation should be managed such that the expansion of the town can focus on promoting contiguous growth.

### **Preserving natural areas**

Long-term sustainability of the air, water, soil, and local ecological function depends on preserving natural environments in their original condition, or as close to it as possible. It is important for the town to protect the natural areas as well as their surrounding landscapes to keep them undamaged and functional.

### **Growth Management**

An important factor in growth management is the scale and density of development and their interrelationships with population growth (or decline), service delivery, and infrastructure needs. Considering the many aspects of growth and their implications on the fiscal health of the community, the town can look at development within the existing core neighbourhoods not as a "finished product", but rather as an evolving, and fiscally beneficial, asset. This also requires the town to consider the scale and density of future development that will be proposed on vacant lands. While this plan promotes a flexible approach to the design of new neighbourhoods, recognizing they

should not simply be carbon copies of the adjacent lands, it is important to evaluate the scale and density of the proposal through the lens of the potential revenue it can generate relative to the increasing demands for services as well as the long-term infrastructure operation, maintenance, and replacement costs.

The Policy Areas approach to future land use provides the town with the flexibility to accommodate a wide range of population expansion, while still protecting the different types of neighbourhoods that residents want today and in the future. Regardless of how the population projection scenarios play out, the general approach to growth management focuses on the following core characteristics, recognizing we want to grow in a manner that:

1. Maximizes the fiscal productivity of land as part of new development proposals.
2. Allows for the efficient cost of services and infrastructure.
3. Balances the tax base between residential and non-residential sources to maintain the tax rates at reasonable levels relative to the demand for services.

The most efficient manner to grow is to prioritize infill where there is already existing development and infrastructure so the revenue can be maximized with existing service costs. where new development on large tracts of vacant land is warranted, it should be added incrementally in an orderly fashion in areas immediately adjacent to current development and infrastructure, and in a pattern that aligns with the community character and quality of life guidelines within the plan.

## 4.3 Land Use Policy Areas

The primary concerns over the conventional zoning practices that emerged through the industrial revolution are its limitations on the flexibility of buildings and neighbourhoods to evolve over time as the market changes and that it requires large amounts of infrastructure that create resource gaps for communities over time if the revenue generated from the development cannot adequately fund the ongoing maintenance and eventual replacement costs. Shifting from the traditional land use categories toward more adaptable Policy Areas can focus more on the character and quality of life characteristics that are important to the Town without oversimplifying development to how specific uses are distributed on a parcel-by-parcel basis. This approach better reflects the complexity of communities and reinforces the importance of how all aspects of the plan are interconnected and that development approvals are not simply evaluated based on the conformance of the application with the future land use map.

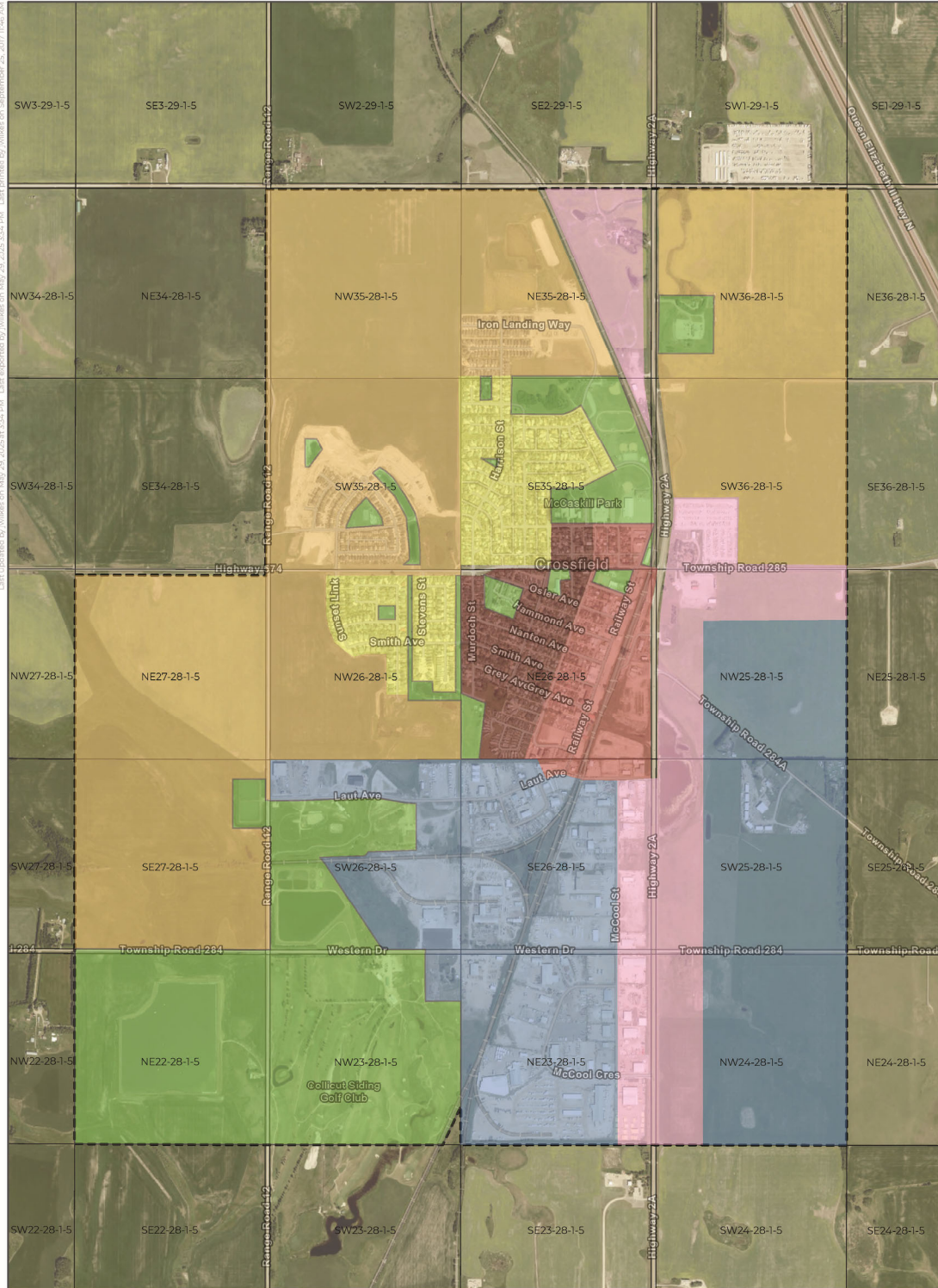
Traditionally, land planning forecasts appropriate development types and patterns based almost exclusively on use. The approach in this section instead defines neighborhoods, districts, and corridors based on desired character, scale, form, function, and use. This place-based approach to planning and development focuses on defining what mix of uses function together to collectively establish an identifiable and memorable place.


By thinking of Crossfield as a collection of distinctive places that are linked by a multimodal transportation network, the development of and reinvestment in vacant and underutilized parcels and blocks is promoted, focusing not just on land use, but also on design, functionality, and access to infrastructure. By prioritizing place at a neighborhood, district, or corridor scale, there is greater flexibility for future development and potential for innovation within each Policy Area's framework.

This approach uses Policy Areas to create a development palette that defines all areas of Crossfield. It will serve as a framework for the stewardship of existing areas needing protection and reinvestment, and for managing desired growth and development across the community.

Seven Policy Areas are identified, which will evolve over time and be strengthened through community engagement, neighborhood planning, public and private investment, and strategic partnerships. These will require maintaining and improving existing places, as well as developing new places over time.

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<b>URBAN SYSTEMS</b> Project #: 1767.0040.01 Author: JW Checked: CU Status: <b>Review</b> Revision: A Date: 2025 / 5 / 29	0 100 200 300 Meters	Scale: 1:15,000 (When plotted at 11"x17")	<b>Policy Areas</b> <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #c00000; border: 1px solid black; margin-right: 5px;"></span> Central Core Neighbourhood</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #800000; border: 1px solid black; margin-right: 5px;"></span> Downtown Core</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #0000ff; border: 1px solid black; margin-right: 5px;"></span> Employment Centre</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ffff00; border: 1px solid black; margin-right: 5px;"></span> Mixed Use Neighbourhood</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ffff99; border: 1px solid black; margin-right: 5px;"></span> Established Neighbourhood</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ff9999; border: 1px solid black; margin-right: 5px;"></span> Urban Corridor</li> </ul>	<span style="display: inline-block; width: 15px; height: 10px; border: 1px dashed black; margin-right: 5px;"></span> Town Boundary	 <b>Town of Crossfield</b> <b>Land Use Policy Areas</b> <b>FIGURE 1</b>
	Coordinate System: NAD 1983 3TM 114	Data Sources: - Data provided by Town of Crossfield	<b>General Area</b> <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #90ee90; border: 1px solid black; margin-right: 5px;"></span> Municipal, Institutional, and Open Space</li> </ul>		
	The accuracy & completeness of information shown on this drawing is not guaranteed. It will be the responsibility of the user of the information shown on this drawing to locate & establish the precise location of all existing information whether shown or not.				

**Please note: the Municipal, Institutional, Open Space shown on this map represents what is existing in Town. New development shall include the provision of new open space.**

Figure 4 - Policy Area Map

# Central Core Neighbourhood



## LAND USES

### Primary:

- Residential

### Secondary:

- Parks and open space
- Civic/institutional
- Neighborhood - commercial (where deemed appropriate)

## BUILDING TYPES

- Single-detached - Small Parcel
- Townhouse
- Duplex/Semi-detached
- Accessory dwelling unit (i.e., Secondary suite, carriage dwelling)

## DESCRIPTION OF POLICY AREA

This area represents Crossfield's oldest residential neighbourhoods. They are characterized by a diverse range of single-family homes with varying architectural styles, setbacks, and parcel sizes along a gridded block pattern and connected sidewalk network.

There is housing of varying conditions, age, and affordability. Opportunities for infill development can be pursued, where appropriate in scale, to diversify the housing stock. Infill can include higher residential densities that should blend with the surrounding character. Vacant and underutilized properties are considered for new uses and in any new development, the pedestrian environment is prioritized to maintain a walkable neighbourhood.

## CHARACTERISTICS

### Block Character

- Short block lengths (typically around 170 metres in length)
- Connectivity between blocks through streets, alleys, and sidewalks
- Cul-de-sacs only used if there are natural barriers preventing connectivity

## Street Character

- Development should consider servicing capacity in the context of aging and or undersized infrastructure
- Implement traffic calming measures (e.g., narrow streets, street trees, bulb-outs at crosswalks, etc.)
- Continuous sidewalks on both sides of the street
- Maintain laneways for access and pedestrian connectivity
- Grid style street network

## Site Considerations

- A collection of lot widths, depths, and setbacks that contribute to a unique identity and prevent homogeneous neighbourhoods

## Public Uses And Space

- Preserve and plant trees as part of streetscape character

## Design Considerations

- Accommodate home occupations without detracting from character of the neighbourhood
- New infill residential development is encouraged, and should maintain the proportions and architectural features in the existing block

## Transitions

- A "stepped down" approach used to transition from higher intensity uses
- Use of screening (e.g., fencing vegetation, etc.) to buffer residential and non-residential uses at the edges of the neighbourhood

# Strategic Direction

## Density & Intensity

- 4.4.1 Moderate intensification of the Central Core Neighbourhood is encouraged, particularly in the transition zone adjacent to the Downtown Core or if the intensification is consistent and compatible with the existing character of the neighbourhood.
  - a. The areas between Munson Street and Ross Street, and between Saskatchewan Street and Ross Street, shall act as a transition area that supports residential intensification.

## Use Considerations

- 4.4.2 A mix of housing types is encouraged in this policy area, including single detached, semi-detached dwellings, secondary suites, carriage houses and medium density housing forms such as row housing.
- 4.4.3 Senior's housing is encouraged to be located close to downtown amenities.
- 4.4.4 Local commercial development in a suitable location and of a scale and intensity which respects the form and nature of the existing neighbourhoods is encouraged. When determining suitability of a proposed location for development of local commercial, the following will be taken into consideration.
  - a. Proximity to major roadways or intersections for improved access
  - b. Proximity to sidewalk and or pedestrian pathway networks to maximize connectivity
  - 4.4.4c. Compatibility with adjacent lands in regard to use, building scale and building form
- 4.4.5 Manufactured homes, as defined in the Land Use Bylaw, may be permitted only:
  - a-d. As replacements for units within existing manufactured home communities; or
  - b-e. As part of a comprehensively designed and architecturally controlled manufactured home subdivision or park that is compatible with the overall design and character of the surrounding residential use.
- 4.4.6 Home occupations can be accommodated within this policy area, with design measures in place to ensure they do not detract from the character of the surrounding area.

## Block Character & Site Considerations

- 4.4.7 Development should include a collection of lot widths and setbacks that contribute to a unique identity and avoids the creation of homogenous neighbourhoods.

## Connectivity

- 4.4.8 Connectivity between blocks should be provided through the provision of streets, alleyways and sidewalks.
- 4.4.9 Ensure that high-quality pedestrian connections are provided from the Central Core Neighbourhood to the Downtown Core.
- 4.4.10 When areas are redeveloped, sidewalks may be required on both sides of the street to promote pedestrian connectivity.
- 4.4.11 Applicants should consider implementing traffic calming measures such as [modified cross sections](#)~~narrow streets~~, street trees, bulb-outs at crosswalks etc. to ensure that when retrofitting existing streets, the safety of the pedestrian is prioritized.
- 4.4.12 New cul-de-sacs shall not be supported, unless the Town determines existing natural barriers or site constraints exist, such as topography, that cannot reasonably be resolved.
- 4.4.13 Laneways should be maintained for access and ~~pedestrian~~ connectivity.

## Public Uses and Open Spaces

- 4.4.14 Trees should be planted and preserved [in accordance with Town policies](#) to maintain and enhance the character of the streetscape.

## Design Considerations

- 4.4.15 New infill development is encouraged, and should maintain the proportions and architectural features within the existing block to align with the general character of the area.
- 4.4.16 For higher intensity uses, a "stepped down" approach should be used, which involves gradually decreasing building heights and densities as they transition towards lower intensity areas, creating a visually cohesive built environment.
- 4.4.17 Screening methods, including fencing and vegetation, should be used to separate residential and non-residential areas at the edges of the neighbourhood. This may be required if deemed necessary by the Town.

## **Utilities/Servicing**

- 4.4.18 Stormwater management will be assessed on a case-by-case basis to ensure that each developments stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

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# Established Neighbourhood



## LAND USES

### Primary:

- Residential

### Secondary:

- Parks and open space
- Civic/institutional

## BUILDING TYPES

- Single-detached - Small Parcel
- Single-detached - Medium Parcel
- Duplex/Semi-detached
- Accessory dwelling unit (i.e., Secondary suite)

## DESCRIPTION OF POLICY AREA

This area represents residential subdivisions that are predominantly single-family, detached housing units with more uniform and consistent setbacks, building designs, and parcel sizes.

They typically have some combination of a gridded and curvilinear street pattern and are relatively well connected internally with sidewalks.

New development should strive to increase and integrate high quality of place and introduce neighbourhood characteristics that enhance the sustainability of the neighbourhood.

Intensification and or redevelopment in these areas is limited to the addition of accessory dwelling units (secondary suites).

## CHARACTERISTICS

### Block Character

- Demonstrate block configurations consistent with adjacent development (typically between 100-185 metres)

### Street Character

- Designed in curvilinear street pattern
- Cul-de-sacs integrated into neighbourhood design

### Site Considerations

- Designed to maximize the use of land and lot yields through street design and the use of cul-de-sacs
- Lots generally have uniform widths, depths, and setbacks, and are largely dictated by the building typology proposed

### Public Uses And Space

- Limited amount and variety of public space as part of neighbourhood design

### Design Considerations

- Accommodate home occupations without detracting from character of the neighbourhood
- Attached garages are typically integrated into home designs

### Transitions

- A “stepped down” approach used to transition from higher intensity uses
- Screening (i.e., trees, fences, etc.) used to buffer residential and non-residential uses at the edges of the neighbourhood

# Strategic Direction

## Density & Intensity

- 4.5.1 Limited intensification of the Established Neighbourhood is supported with a focus on the development of secondary suites or carriage houses where compatible.
- 4.5.2 Residential infill projects will be assessed on a case-by-case basis considering the requirements of the policy above.

## Use Considerations

- 4.5.3 This policy area should be comprised primarily of housing types including single-detached-small parcel, secondary suites, carriage houses, duplex/semi-detached, and townhouse.
- 4.5.4 Home occupations can be accommodated within this policy area, with design measures in place to ensure they do not detract from the character of the surrounding area.

## Block Character & Site Considerations

- 4.5.5 Development should be designed to maximize the use of land and lot yields through efficient street network and street design.

## Connectivity

- 4.5.6 Connectivity between blocks should be provided through the provision of streets, alleyways and sidewalks.
- 4.5.7 New development adjacent to the public pathway system should maintain existing connections to pathways and/or provide new linkages.
- 4.5.8 Ensure that high-quality pedestrian connections are provided to the active transportation network.
- 4.5.9 When areas are redeveloped, sidewalks may be required on both sides of the street to promote pedestrian connectivity.
- 4.5.10 Applicants should consider implementing traffic calming measures such as **narrow streets**modified cross sections, street trees, bulb-outs at crosswalks etc. to ensure that when retrofitting existing streets, the safety of the pedestrian is prioritized.

4.5.11 New Cul-de-sacs shall not be supported, unless the Town determines existing natural barriers or site constraints exist, such as topography, that cannot reasonably be resolved.

4.5.12 Laneways should be maintained for access and ~~pedestrian~~ connectivity.

### **Public Uses and Open Spaces**

4.5.13 Limited amount of public space required, with emphasis on preserving existing open space areas

4.5.14 New public spaces should be provided where feasible, and integrated into neighbourhood design to provide areas for community members to gather.

### **Design Considerations**

4.5.15 Attached garages should be integrated into the design of the residential building, ensuring they do not appear as prominent or separate structures.

4.5.16 Design considerations such as maintaining compatibility in scale and massing, aligning setbacks and orientation, reflecting the architectural character of the neighborhood, should be considered for new development to ensure a visually cohesive built environment.

4.5.17 Screening methods, including fencing and vegetation, should be used to separate residential and non-residential areas at the edges of the neighbourhood. This may be required if deemed necessary by the Town.

### **Utilities/Servicing**

4.5.18 Stormwater management will be assessed on a case-by-case basis to ensure that each developments stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

# Mixed Residential Neighbourhood



## DESCRIPTION OF POLICY AREA

These are areas intended to accommodate new development, primarily residential, but designed to enhance the sustainability of the Town. These areas will have a higher mix of residential types and densities. Residential uses are supported by key institutional centres, such as schools and places of worship.

Encouraging investment to attract high-quality development with attention to scale and building design is a key focus to ensure desirable character within these neighbourhoods.

## CHARACTERISTICS

### Block Character

- Generally shorter block lengths (typically between 100-185 metres in length)
- Provide connectivity between blocks and developments

### Street Character

- Incorporate a variety of traffic calming techniques (i.e., bulb out crosswalks, narrow lane widths, etc.) to slow traffic speeds
- On-street parking on one or both sides
- Designed grid pattern to increase vehicle and pedestrian connectivity to major collectors
- Use of sidewalks and/or interconnected trails that link community facilities and parks

## LAND USES

### Primary:

- Residential

### Secondary:

- Parks and open space
- Civic/institutional
- Low-intensity neighbourhood commercial

## BUILDING TYPES

- Single-detached - Small Parcel
- Single-detached - Medium Parcel
- Duplex/Semi-detached
- Townhouse
- Accessory Dwelling Unit (i.e. Secondary Suite)
- Triplex-Fourplex
- Apartment (i.e. Urban Apartment, Courtyard Garden Apartment)
- Neighbourhood Commercial

## Site Considerations

- A variety of lot sizes should be used
- Lots have a variety widths, depths, and setbacks based on the housing type (i.e., narrow single-family homes, semi-detached units, townhomes, etc.)

## Public Uses And Space

- Integrate stormwater retention areas as meaningful parts of open space network or as scenic focal points

## Design Considerations

- Accommodate home occupations without detracting from character of the neighbourhood
- Public spaces, such as pocket parks, should be incorporated to add interest to open space design, and located strategically to maximize unique views, if applicable
- Enhance quality of place through incorporating trees and landscaping into public realm
- Ensure parking lots in non-residential uses are not the predominant design feature (i.e., to the extent possible, bring the building toward the street and hide the parking in the back)

## Transitions

- A “stepped down” approach used to transition from higher intensity uses
- Screening (i.e., trees, fences, etc.) used to buffer residential and non-residential uses at the edges of the neighbourhood or between higher and lower residential densities
- Commercial areas should primarily serve adjacent residential areas and be integrated into the overall neighbourhood

# Strategic Direction

## Use Considerations

- 4.6.1 A mix of housing types is encouraged in this policy area, including single-detached-small parcel, single-detached-medium parcel, duplex/semi-detached, secondary suite, and medium density housing forms such as triplex-fourplex, apartment (i.e., urban apartment, courtyard garden apartment) and neighbourhood commercial.
- 4.6.2 This broad range of medium and high density residential should provide opportunities for a mix of housing tenure and affordability levels to accommodate for a diverse range and age of population.
- 4.6.3 Low-intensity neighbourhood commercial that primarily serves the adjacent residential areas is encouraged within this policy area.
- 4.6.4 Home occupations can be accommodated within this policy area, with design measures in place to ensure they do not detract from the character of the surrounding area.

## Block Character & Site Considerations

- 4.6.5 Development should include a collection of lot sizes, lot widths, lot depths, and setbacks based on the specific housing type (i.e., narrow single-family homes, semi-detached units, townhomes etc.).
- 4.6.6 Developments should utilize shorter block lengths (typically between 100-185 metres in length).
- 4.6.7 A grid style block pattern is encouraged to increase vehicle/pedestrian connectivity to major collectors.
- 4.6.8 For non-residential developments, the on-site parking should be designed such that it does not become the prominent design feature, i.e., to the extent that is possible, the building should be placed adjacent to the street, with on-site parking in the side or rear of the building.

## Connectivity

- 4.6.9 Connectivity between blocks should be provided through the provision of streets, alleyways and sidewalks.

- 4.6.10 Connectivity between community facilities, public open spaces, and parks should be provided in the form of sidewalks and or interconnected trails/pathways.
- 4.6.11 When areas are redeveloped, sidewalks may be required on both sides of the street to promote pedestrian connectivity.
- 4.6.12 On-street parking ~~should~~shall be provided on one or both sides of the street.
- 4.6.13 Applicants should consider implementing traffic calming measures such as ~~narrow streets~~modified cross sections, street trees, bulb-outs at crosswalks etc. to ensure that when designing new streets or retrofitting existing streets, the safety of the pedestrian is prioritized.
- 4.6.14 Cul-de-sacs shall not be supported, unless the Town determines existing natural barriers or site constraints exist, such as topography, that cannot reasonably be resolved.
- 4.6.15 Laneways should be maintained for access and ~~pedestrian~~ connectivity.

#### **Public Uses and Open Spaces**

- 4.6.16 Community design should incorporate public spaces, such as pocket parks, and maximize unique views, to add interest to open space design.
- 4.6.17 Encourage high-quality park spaces near high-density residential buildings to act as a local amenity and places for community gathering, with greater focus on site design qualities, i.e. active programming or amenities, than the quantity of park space.
- 4.6.18 Streetscapes and public realm should be enhanced through the provision of trees and landscaping, in accordance with Town policies.

#### **Design Considerations**

- 4.6.19 Low-intensity neighbourhood commercial should include design measures that provide a sensitive transition between non-residential uses, to integrate with the existing character of the neighborhood.
- 4.6.20 For higher intensity uses, a “stepped down” approach should be used, which involves gradually decreasing building heights and densities as they transition towards lower intensity areas, creating a visually cohesive built environment.

4.6.21 Screening methods, including fencing and vegetation, should be used to separate residential and non-residential areas at the edges of the neighbourhood. This may be required if deemed necessary by the Town.

### **Utilities/Servicing**

4.6.22 Stormwater management will be assessed ~~on a case-by-case basis~~ to ensure that each development's stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

4.6.23 Stormwater retention areas (pond designed to manage stormwater runoff) should be integrated into the neighbourhood as meaningful parts of the open space network, enhancing aesthetics, providing public gathering areas, or as scenic focal points.

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# Downtown Core



## DESCRIPTION OF POLICY AREA

The downtown core is applicable to the traditional downtown and represents the greatest mix of uses throughout the town. Crossfield benefits from an attractive historic core and preserving the existing character, while allowing for incremental improvements over time will bring more people into the core and improve the sustainability of the local businesses.

Attached and stacked housing is encouraged to increase development densities around existing infrastructure and provide opportunities for vertical integration of mixed uses. Infill, rehabilitation, and adaptive reuse of existing buildings create new opportunities for businesses and preserve existing and historic structures.

## CHARACTERISTICS

### Block Character

- Maintain the same block character as existing development
- Provide connectivity between blocks and developments

### Street Character

- Primarily commercial streets with parking on both sides
- Connected street and sidewalk network for cars and pedestrians
- No dead-end streets or cul-de-sacs, unless deemed necessary to due site constraints

### Site Considerations

- Orient pedestrian entrances to the primary street
- Maintain auto and service entrances to laneway or secondary streets

## LAND USES

### Primary:

- Commercial - retail
- Mixed use
- Commercial - office

### Secondary:

- Parks and open space
- Civic/institutional
- Residential

## BUILDING TYPES

- Neighbourhood - Mixed Use (commercial on ground floor with residential above)
- Apartment
- Neighbourhood - Office/Commercial (commercial on ground floor with office above)

## Public Uses And Space

- Public outdoor areas and gathering spaces are integrated into the neighbourhood
- Public or semi-public spaces are used to enhance the pedestrian experience

## Design Considerations

- Promote a variety of high quality architectural standards
- Pedestrian-scaled design of buildings and streetscapes to enhance the pedestrian experience
- Enhance quality of place through incorporating trees and landscaping into public realm
- Streetscapes are enhanced with public art and amenities
- Parking lots should be located at the side or rear of the principal building, screened from view
- Appropriate building heights should be determined by assessing potential impacts on adjacent areas, ensuring that the development is well integrated into the existing area

## Transitions

- A “stepped down” approach used to transition from higher intensity uses
- Screening (i.e., trees, fences, etc.) used to buffer residential and non-residential uses at the edges of the neighbourhood
- Adaptive re-use of outdated buildings is encouraged to transition vacant/undeveloped structures into development that support the vitality of the neighbourhood

# Strategic Direction

## Use Considerations

4.7.1 Land use within the Downtown Core shall include a mix of higher density residential and commercial development, with integrated supporting uses of the appropriate scale and location necessary to create a complete and vibrant urban community. Such supporting uses shall include adequate open space and may also include:

- a. neighbourhood or regional commercial, office, and retail development;
- b. community and institutional development of a neighbourhood or regional scale, including recreation facilities;
- c. institutions of higher learning and schools;
- d. tourism destinations and services such as hotels; and
- e. personal service businesses, medical offices, and health centres.

e-4.7.2 Wherever possible, the Town should support the development of higher density housing within this Policy Area, including residential building typologies such as Neighborhood-Mixed Use (commercial on the ground floor with residential above), Apartments, and the conversion of commercial and industrial uses to residential uses where appropriate.

## Block Character & Site Considerations

4.7.24.7.3 For non-residential developments, the on-site parking should be designed such that it does not become the prominent design feature, i.e., to the extent that is possible, the building should be placed adjacent to the street, with on-site parking on the side or rear of the building, or on-site parking should be screened from view.

4.7.34.7.4 Pedestrian entrances to the site should be oriented towards the primary street.

4.7.44.7.5 Secondary entrances for vehicles and service entrances should be provided through a laneway and or secondary street.

## Connectivity

4.7.54.7.6 Street network should be comprised primarily of commercial developments fronting the street, with on-street parking provided on both sides.

4.7.64.7.7 Within the Downtown Core, appropriate mixed-use commercial and higher density residential development shall be comprehensively designed and developed to ensure an integrated pedestrian-oriented community that achieves:

- a. overall reductions in dependence on the private automobile and demand for new roadway infrastructure;
- b. increased demand and efficiencies in the use of non-motorized transportation;
- c. variety in the built form of commercial and residential development;
- d. development that exceeds minimum standards for site planning, landscaping, and building materials;
- e. generous pedestrian connections from downtown Crossfield to residential and mixed use neighbourhoods, as well as other commercial areas; and
- f. access to open space and recreational areas and facilities

4.7.74.7.8 Sidewalks shall be developed and maintained on both sides of all streets within the Downtown Core, through either public improvement programs or requirements for developers to construct new sidewalks as conditions of development approval. Where design, engineering, or physical constraints render development of sidewalks on both sides of a street impractical, cause unsafe conditions, or create disadvantages for pedestrians, alternative enhancements to trails or bicycle pathways shall be developed within the Downtown Core.

4.7.84.7.9 Cul-de-sacs shall not be supported, unless the Town determines existing natural barriers or site constraints exist, such as topography, that cannot reasonably be resolved.

### **Public Uses and Open Spaces**

4.7.94.7.10 The provision of public and or semi-public spaces that allow for community gathering is encouraged, including but not limited to parks, plazas, squares, public art installations, outdoor seating areas, etc., and should be integrated into the existing neighbourhood.

4.7.104.7.11 Encourage high-quality park spaces near high-density residential buildings to act as a local amenity and places for community gathering, with greater focus on site design qualities, i.e. active programming or amenities, than the quantity of park space.

## Design Considerations

4.7.114.7.12 Promote the downtown core as a mixed-use neighbourhood that offers a welcoming and inclusive experience for citizens, employees, and visitors by encouraging context-sensitive intensification that focuses on people vs. automobile-scaled design principles that include, but are not limited to, the following:

- a. Family-friendly amenities.
- b. Windows on the street that provide quality transparency into and out of buildings.
- c. Buildings with characteristics scaled to people.
- d. Overall sense of welcoming and accessibility.
- e. Pedestrian environment that provides an engaging and coherent experience.
- f. Maintain grid street pattern to support connectivity and multi-modal access.
- g. Limit surface parking and promote the redevelopment of existing parking lots.

4.7.124.7.13 Detailed planning and development of downtown Crossfield shall occur in accordance with an Area Redevelopment Plan for the Downtown Core. Mixed land uses shall be developed in order to maximize opportunities for residents to live close to regional public transit, employment, and downtown retail commercial services.

4.7.134.7.14 Adaptive re-use of outdated and vacant buildings is encouraged to transform them into vibrant, functional spaces that enhance the vitality and sustainability of the neighborhood.

4.7.144.7.15 Public realm and streetscapes should be enhanced through the provision of landscaping, plantings, street furniture, and or public art.

4.7.154.7.16 Building design and height should consider appropriate scale with the pedestrian realm, and should not exceed four storeys.

4.7.164.7.17 A variety of architectural design is encouraged to enhance and contribute to a unique identity within the Downtown Core.

4.7.174.7.18 For higher intensity uses, a “stepped down” approach should be used, which involves gradually decreasing building heights and densities as they transition towards lower intensity areas, creating a visually cohesive built environment.

4.7.184.7.19 Screening methods, including fencing and vegetation, should be used to separate residential and non-residential areas at the edges of the neighbourhood. This may be required if deemed necessary by the Town.

## Utilities/Servicing

4.7.194.7.20 Stormwater management will be assessed on a case-by-case basis to ensure that each development's stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

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# Urban Corridor



## LAND USES

### Primary:

- Commercial - retail
- Commercial - office

### Secondary:

- Parks and open space
- Light industrial

## BUILDING TYPES

- Regional - Mixed Use
- Regional - Office/Commercial
- Regional - Shopping Centre
- Light Industrial/Flex Space

## DESCRIPTION OF POLICY AREA

This area is intended to see predominantly commercial and service-related development in scale ranging from standalone businesses to larger commercial centres.

This area is characterized by the presence of big box retailers, large-scale commercial establishments, and higher intensity service industries strategically located along major corridors to maximize accessibility and visibility.

These uses are best located along major roadways with high volumes of traffic. Where possible, these areas should be well integrated into the adjacent pedestrian networks to ensure they are accessible by foot, though automobile traffic is main mode of transportation accessing the area.

This corridor policy area has the potential to contribute significantly to the local economy and tax base and the use and intensity of development along the corridor should be designed to maximize the productivity of land.

## CHARACTERISTICS

### Block Character

- Access management on major corridors and internal transportation networks that limit vehicle access points
- Provide internal pedestrian connectivity

### Street Character

- Minimize curb cuts on major access roads

### Site Considerations

- Coordinate pedestrian routes within large parking lots
- Parking should be located behind or beside primary buildings

### Public Uses And Space

- Public or semi-public outdoor areas and gathering spaces for area employees are integrated into overall site design

### Design Considerations

- A greater focus on site design, considering pedestrian-scale for parking access, massing, and building orientation
- Multi-storey buildings will be designed with active ground-floor spaces that are visible and attract pedestrian activity
- High-quality architectural design and landscaping to enhance the visual appeal of major corridors, and provide for a high quality, aesthetically pleasing gateway into the Town

### Transitions

- A "stepped down" approach used to transition from higher intensity uses
- Screening (i.e., trees, fences, etc.) used to buffer residential and non-residential uses at the edges of the neighbourhood

# Strategic Direction

## Use Considerations

- 4.8.1 The primary uses developed should be comprised of commercial-retail, commercial-office, with secondary uses including industrial, and parks and open space
- 4.8.2 The following building typologies are encouraged; regional-mixed use (non-residential uses mixed within one structure, such as office above commercial), regional-office/commercial, regional-shopping centre, and light industrial/flex space.

## Block Character & Site Considerations

- 4.8.3 Design of the site should consider pedestrian accessibility and safety through measures including accessible parking, pedestrian scaled building size, and building orientation.
- 4.8.4 On-site surface parking should be designed such that it does not become the prominent design feature, ~~i.e., and to the extent that is possible, the building should be placed adjacent to the street, with on-site parking on the side or rear of the primary building, or on-site parking should be screened from view.~~ should be screened from view.
- 4.8.5 The addition of curb cuts should be limited along major access roads to encourage contiguous sidewalks, and limit pedestrian vehicle interaction.

## Connectivity

- 4.8.6 Pedestrian connectivity should be provided within the block and or site, including relatively direct and safe routes within large on-site parking lots.

## Public Uses and Space

- 4.8.7 Public and or semi-public spaces, such as outdoor areas and gathering spaces, should be provided and integrated into the site design to provide areas for patrons and or area employees to gather.

## Design Considerations

- 4.8.8 Multi-storey buildings should consider at grade design interventions that create a visible and active building frontage that attracts pedestrian activity.

- 4.8.9 For higher intensity uses, a “stepped down” approach should be used, which involves gradually decreasing building heights and densities as they transition towards lower intensity areas, creating a visually cohesive built environment.
- 4.8.10 Screening methods, including fencing and vegetation, should be used to separate residential and non-residential areas, mitigating any negative visual impacts.
- 4.8.11 High-quality architectural design and landscaping should be incorporated to enhance the visual appeal of major corridors, and provide for a high quality, aesthetically pleasing gateway into the Town.

#### **Utilities/Servicing**

- 4.8.12 Stormwater management will be assessed ~~on a case-by-case basis~~ to ensure that each development's stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

# Employment Centre



## LAND USES

### Primary:

- Light industrial
- Medium Industrial
- Heavy industrial

### Secondary:

- Parks and open space
- Commercial – retail
- Commercial - office

## BUILDING TYPES

- Light Industrial/Flex Space
- Regional - Office/Commercial
- Medium Industrial
- Heavy Industrial

## DESCRIPTION OF POLICY AREA

These areas have typically been associated with Industrial uses and development, but the nature of industrial land use has changed. The intent for this area is to identify space for the growth and expansion of large employers.

Industrial uses vary from technology firms, to logistic hubs, to the manufacturing of goods. The nature of this type of land use requires access to major transportation corridors that have the capacity necessary to accommodate the traffic volumes generated by these types of businesses. While these areas do generate a large demand for on-site, surface parking, the design of the site should be considered relative to maximizing the developable area, minimizing the need through a shared parking perspective, and considering the adaptability of the site over time.

Residential uses are incompatible with the scale of land use in this area. Where the boundary abuts other neighbourhoods, a transitional buffer will be required to ensure adequate separation between incompatible uses.

## CHARACTERISTICS

### Block Character

- Access management on major corridors and internal transportation networks that limit vehicle access points

### Street Character

- Incorporate landscaping along road right of ways to increase aesthetic appeal of the industrial areas

### Site Considerations

- Coordinate pedestrian routes within large parking lots
- Parking should be located behind or beside primary buildings
- Edge screening should be used along roadways to minimize the visual impact of large, industrial areas
- Design interventions that enhance the visual appearance of the site should be considered (e.g., murals, landscaping, ground floor glazing etc.)

### Public Uses And Space

- Public or semi-public outdoor areas and gathering spaces for area employees are integrated into overall site design

### Design Considerations

- Multi-storey buildings should consider at grade design interventions that create a visible and active building frontage, and avoid blank walls

### Transitions

- A “stepped down” approach used to transition from higher intensity uses
- Screening (i.e., trees, fences, etc.) used to buffer uses at the edges of the neighbourhood

# Strategic Direction

## Use Considerations

- 4.9.1 The primary uses developed should be comprised of light-industrial to heavy industrial, with secondary uses including commercial-retail, commercial-office, and parks and open spaces.

## Block Character & Site Considerations

- 4.9.2 On-site surface parking should be designed such that it does not become the prominent design feature, and to the extent that is possible, should be screened from view. ~~i.e., to the extent that is possible, the building should be placed adjacent to the street, with on-site parking on the side or rear of the primary building, or on-site parking should be screened from view.~~
- 4.9.3 The addition of curb cuts should be limited along major access roads to ensure efficient movement of trucks, goods and services, and to encourage contiguous sidewalks and limit pedestrian vehicle interaction.

## Connectivity

- 4.9.4 The road network should support the efficient movement of trucks, goods and services.
- 4.9.5 Pedestrian connectivity should be provided within the block and or site, including relatively direct and safe routes within large on-site parking lots.

## Public Uses and Open Spaces

- 4.9.6 Public and or semi-public spaces, such as outdoor areas and gathering spaces, should be provided and integrated into the site design to provide areas for patrons and or area employees to gather.

## Design Considerations

- 4.9.7 Multi-storey buildings should consider at grade design interventions that create a visible and active building frontage, utilizing design features such as glazing, to avoid the creation of blank walls.
- 4.9.8 For higher intensity uses, a "stepped down" approach should be used, which involves gradually decreasing building heights and densities as they transition towards lower intensity areas, creating a visually cohesive built environment.

4.9.9 Screening methods, including fencing and vegetation, should be used to separate residential and non-residential areas, mitigating any negative visual impacts.

4.9.10 High-quality architectural design and landscaping should be incorporated to enhance the visual appeal of major corridors, and provide for a high quality, aesthetically pleasing gateway into the Town.

#### **Utilities/Servicing**

4.9.11 Stormwater management will be assessed ~~on a case-by-case basis to~~individually to ensure that each developments stormwater management solution is evaluated based on its unique circumstances, taking into account existing infrastructure and the specific needs of the area.

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# Green Space and Recreation



## LAND USES

### Primary:

- Parks and open space
- Sports complexes and recreational facilities

### Secondary:

- Urban Agriculture

## BUILDING TYPES

- N/A

## DESCRIPTION OF POLICY AREA

These consist of Crossfield's most significant natural areas, community parks, and recreational facilities. Preservation and improvement of urban green space and recreation areas are an essential factor in making Crossfield a desirable place to live. They allow for active and passive recreation, healthy lifestyles, beautification of the community, and natural habitats with ecological value.

These areas include lands dedicated as Municipal Reserve (MR) through new development.

These areas will be integrated into the Town's parks and open space system and their design will demonstrate how they meet community recreation and public space needs.

## CHARACTERISTICS

### Block Character

- N/A

### Street Character

- Open space, natural areas, parks, and facilities are well connected via trail system

### Site Considerations

- Natural assets are enhanced through placemaking efforts (i.e., public art, passive recreation amenities)

### Public Uses And Space

- Design park facilities with recreational amenities, internal walking paths, recreational infrastructure, and landscaping

### Design Considerations

- Preserve and restore the urban forest to the extent possible on all green space and recreation areas
- Municipal Reserve lands will contribute to the Town's open space system and considered functional and useable open space based on the evolving community needs

## 4.11 Town Wide

### Strategic Direction

To remain a strong and healthy community, we must ensure that land is available and well-served to support fiscally resilient growth and sustainable service delivery, contributing to our citizens' quality of life. This diverse land supply includes residential areas to accommodate the needs of a growing and evolving population and places that provide the jobs and services the community needs to sustain itself.

Future development should use existing land resources and infrastructure efficiently. Urban growth into previously undeveloped areas will be necessary, but we must manage this growth and ensure it is consistent with a shared understanding of the market demand and the land's ability to be serviced efficiently.

Along with the Land Use Policy Areas, the following policy direction is a guide to provide greater flexibility, creativity, and efficiency in the design of new projects.

**Strategic Direction #1: Use land use policy areas and the concept of complete neighbourhoods communities as the building blocks for designing and evaluating future land use patterns.**

- 4.11.1 Ensure reduced levels of land-use conflict between residential and non-residential areas by requiring new development to demonstrate how they plan to address the land-use interface through specific site planning initiatives that include, but are not limited to, the following:
  - a. Landscaping and screening (i.e., trees, shrubs, fencing, etc.).
  - b. Context-sensitive building placement (i.e., maintaining consistent street fronts with adjacent buildings).
  - c. Buffering along property boundaries (i.e., creating a marked separation between uses).
  - d. Retain existing vegetation along property boundaries.
  - e. Transition areas between building sites and boundary edges.
- 4.11.2 Ensure a wide range of housing options by requiring that all new comprehensive greenfield residential development (that require either an Area Structure Plan and or Neighbourhood Structure Plan) acknowledges how it is addressing housing needs relative to the current and evolving demographics of the community by demonstrating a mix of housing types that fills the need within a unified development.

- 4.11.3 Ensure neighbourhoods or individual land use policy areas with strategic importance (i.e., the Downtown Core, Established Residential Neighbourhood) are thoughtfully planned by requiring Area Redevelopment Plans to strategically guide individual development decisions through a broader vision.
- 4.11.4 Ensure commercial development contributes to the overall health of the town by requiring it to address the guidelines within the relevant Land Use Policy Area and demonstrate conformance with the following design principles:
- a. Commercial buildings that engage with the public streets and sidewalks rather than fronting onto parking lots.
  - b. Mix of land uses within individual developments, allowing for higher-density residential, services, retail, and office uses.
  - c. Incorporate well-designed signage that communicate and guide patrons without excessive size and scale.
  - d. Reduce the amount of the site's surface area devoted to parking.
- 4.11.5 Land use within new commercial development areas shall include a mix of office, business, and retail development, with integrated supporting uses of the appropriate scale and location necessary to create a complete and vibrant urban community. Such supporting uses shall include adequate open space and may also include:
- a. commercial and retail development to serve immediate employees and business visitors;
  - b. regional commercial and retail development;
  - c. institutional development of a regional scale, including indoor and outdoor recreation facilities;
  - d. tourism destinations and services such as hotels;
  - e. schools and institutions of higher learning; and
  - f. personal service businesses, medical offices, health centres, and hospitals.
- 4.11.6 Sidewalks should be provided on both sides of all streets in commercial development areas. Where design, engineering, or physical constraints render development of sidewalks on both sides of a street impractical, cause unsafe conditions, or create disadvantages for pedestrians, the developer shall compensate for the lack of sidewalks by enhancing trails or bicycle pathways within the same commercial development area

4.11.7 Applications for subdivision and or development on adjacent to the rail line must be circulated to Canada Pacific Railway for review, and must include a detailed noise and vibration impact assessment, along with proposed mitigation measures to ensure compliance with Railway Association of Canada's Railway Guidelines for New Development in Proximity to Railway Operations, as amended or replaced from time to time, and all other applicable regulations.

4.11.8 Applications for subdivision and or development on sites with potential contamination (including those near the rail line) must include a comprehensive environmental site assessment and a remediation plan. The assessment should identify any contaminants present, and the remediation plan must outline the steps to clean up the site to meet municipal and provincial standards.

4.11.9 Subdivision or Development applications in proximity to the railway right-of-way should consult Railway Association of Canada's Railway Guidelines for New Development in Proximity to Railway Operations, as amended or replaced from time to time

4.11.10 A sound attenuation study may be required for developments proposed adjacent to the railway to ensure noise levels are within acceptable limits.

4.11.11 Plans for new development will be established through an Area Structure Plan (ASP).

4.11.12 Where comprehensive residential development for more than 20 acres is proposed, with no existing Area Structure Plan or Neighbourhood Structure Plan in place that includes the development area, the following applies:

a. If the proposed development exceeds one (1) quarter section an Area Structure Plan or Neighbourhood Structure Plan should shall be adopted unless deemed otherwise by the Town (as per Policy 4.11.13).,

4.11.12b. If the proposed development exceeds 20 acres and is less than or equal to one (1) quarter section, a Neighbourhood Structure Plan shall be adopted, unless deemed otherwise by the Town (as per Policy 4.11.13).;

4.11.13 When determining whether an Area Structure Plan or Neighbourhood Structure Plan is appropriate, Council should give consideration to:

a.c. Number of units proposed;

b.d. Intensity of the proposed development;

e.e. Relationship of the proposed development to surrounding land uses;

~~d.f.~~ How the proposed development may impact future development of the surrounding lands;

e.g. Impact of the proposed development on Town servicing and transportation infrastructure;

f.h. Impact of the proposed development on stormwater management

4.11.14 An applicant should be required to prepare a Neighbourhood Structure Plan in support of a land use redesignation application for any multi-lot residential subdivision within an adopted Area Structure Plan. Requirements for the preparation of a Neighbourhood Structure Plan are described in the Appendix.

4.11.15 An applicant may be required to prepare a Concept Plan in support of a land use redesignation application for a comprehensive development and or subdivision for a parcel less than 20 acres in size. The requirements for the preparation of a Concept Plan are described in the Appendix.

**Strategic Direction #2: Foster development patterns that improve the town's fiscal position and its ability to effectively and efficiently deliver services.**

4.11.16 For new residential, the target density is 6 units per acre ~~of gross developable area~~ (UPA) ~~of gross developable area~~. The target is not a minimum or maximum, but rather a recommended density that developers are encouraged to meet.

4.11.17 Notwithstanding Policy 4.11.16 ~~4.11.14~~

- a. If a proposed development exceeds the target density, the applicant must provide a detailed plan demonstrating how the intended character of the specific land use policy area will be maintained or achieved, including information such as architectural designs, landscaping, and other relevant measures to ensure compatibility with the desired vision of the policy area, and the surrounding area
- b. If a proposed development falls below the target density, the applicant will be required to complete a Fiscal Impact Assessment (FIA) in collaboration with the Town to evaluate the financial implications, including revenue generation versus maintenance and replacement costs, to ensure the development remains economically viable for the municipality.

4.11.18 Promote the efficient use of vacant lands that maximize the effectiveness of existing infrastructure networks by encouraging infill and redevelopment. Ensure infrastructure, facility, and service capacities are adequate to support proposed development by requiring the following:

- a. Ongoing monitoring and evaluation of master plans to determine the necessary water, wastewater, stormwater, and road infrastructure necessary to serve development,
- b. Implementation, and periodic review, of off-site levies to collect funds for future infrastructure expansion in a timely manner.
- c. All new development within the Town of Crossfield shall be provided with full municipal services, including piped water, piped sewage, stormwater management, natural gas, and franchise utilities (electric power, cable, and telephone).
- d. All landowners, developers, or development proponents shall be responsible for the costs of providing adequate water and sewage services, stormwater management facilities, roadways, curbs and sidewalks, and franchise utilities (e.g. gas, power, cable, telephone) to new development areas and sites.
- e. Service area studies to determine the most effective method for providing the necessary municipal infrastructure to service the area where immediate connections are not available.

4.11.19 Ensure greater fiscal productivity of lands by requiring the completion of a Fiscal Impact Assessment (FIA) at the Area Structure Plan and or Neighbourhood Structure Plan stage that evaluates both the anticipated revenue generation that comes with the proposed development as well as its potential impact on the fiscal capacity for infrastructure maintenance and replacement and continued sustainable service delivery.

4.11.20 Ensure land use policy and regulations support development that strengthens the fiscal health of the municipality by requiring ongoing monitoring and review of how the policies in the Municipal Development Plan influence development patterns.

4.11.21 Ensure the town maximizes the fiscal productivity of the downtown core by adopting innovative ways of regulating parking that minimizes the amount of surface area dedicated to parking , including broader variance powers to reduce on-site parking requirements, supported by a parking study prepared by a qualified professional and approved by the Town.

**Strategic Direction #3: Promote and facilitate infill and incremental redevelopment of existing neighbourhoods that celebrate the community's identity and character.**

4.11.22 Support infill development on underutilized and/or vacant parcels in existing neighbourhoods by considering local actions and incentives that catalyze private investment including, but not limited to:

- a. Proactive infrastructure and street improvements to support redevelopment.
- b. Appropriate public investment in community amenities that contribute to private investment.
- c. Regulatory improvements and enforcement that facilitate private investment.

4.11.23 Residential and mixed-use infill projects shall make a positive contribution to the image, overall architectural appeal, and quality of older neighbourhoods.

4.11.24 Residential and mixed-use infill projects shall be encouraged where there is adequate capacity in the primary municipal infrastructure to accommodate the impacts of the project.

4.11.25 Ensure the effective and efficient use of existing infrastructure and services by requiring infill development to concentrate in areas where facilities, infrastructure, and services demonstrate adequate capacity.

4.11.26 Promote the adaptive reuse of underutilized parcels and/or buildings by encouraging the revitalization of older, economically distressed parcels.

4.11.27 Support infill development that provides landowners alternative options for income generation and family support by considering regulations that allow accessory dwelling units/secondary suites, and other alternative forms of housing that are compatibly designed with surrounding uses.

**Strategic Direction #4: Preserve and enhance natural areas and ensure neighbourhoods have access to parks, open space, amenities, and the trail system.**

4.11.28 Promote the contribution of environmentally sensitive areas to both quality of life as well as a healthy ecosystem by encouraging their integration into new and existing developed areas.

4.11.29 Ensure that unique habitats continue their contribution to the ecological health of the community and region by requiring new development to address the role of environmental areas as natural assets to both the neighbourhood and the town beyond simply reflecting them as statistics as part of reserve dedication.

4.11.30 Ensure that functional open spaces that contribute to the Town's recreation and open space needs are provided by developers through the dedication of any Municipal Reserve lands.

4.11.31 The agricultural lands annexed to the Town of Crossfield shall remain in agricultural production until those lands are comprehensively planned and developed for urban land uses in accordance with approved ASPs.

4.11.32 The Town of Crossfield shall ensure an orderly progression and staging of development to prevent premature urban land development and conflicts with existing agricultural operations.

4.11.33 The Town of Crossfield supports the intent of the Agricultural Operations Practices Act and similar "right-to-farm" legislation, which exempts agricultural operations from nuisance claims, provided the agricultural operations follow generally accepted best management practices and comply with both the Town of Crossfield Land Use Bylaw and applicable provincial regulations.

4.11.34 The Town of Crossfield shall allow extensive agricultural land uses, such as field crops, but not intensive agricultural operations, such as intensive livestock operations

**Strategic Direction #5: Cultivate a land development ecosystem that supports diverse employment opportunities and increases the number of citizens that live and work in Crossfield.**

4.11.35 Ensure an appropriate inventory of employment lands by requiring any proposed changes to the Land Use Policy Area designations away from Employment Areas demonstrate the critical community need it is addressing that justifies a reduction in employment land supply. For example, using employment lands to meet a defined need for a new or replacement recreation facility, or providing a targeted type of housing that supports a specific community need.

4.11.36 Promote the strength of existing commercial nodes and corridors by encouraging redevelopment options.

4.11.37 Promote the effective and efficient utilization of lands within the Downtown Core by ~~encouraging~~ ~~facilitating~~ brownfield remediation for lands adjacent to the rail corridor that unlock opportunities for broader economic development.

4.11.38 ASPs and subdivision approvals to accommodate significant regional commercial development should take into consideration engineering studies and cost-benefit analyses.

4.11.39 New commercial development and subdivision within the Town of Crossfield shall be comprehensively designed to maximize efficiencies, to create attractive business and retail environments, and to provide support services for the benefit of customers, employees, tourists, and area residents

# 5.0 ENVIRONMENTAL STEWARDSHIP AND SUSTAINABILITY

## 5.1 Goal

Resident quality of life is supported through a strong connection to the natural features, which contribute to the attractiveness of the community. The Town cooperates with developers and government agencies to ensure the conservation and enhancement of the quality of air, water, land, and natural systems found within the region.



Strategic Direction	Desired Outcomes
1. Promote environmental stewardship and sustainability as the foundation for policy development and decision making.	
2. Preserve environmentally sensitive features, natural landscapes and functional habitats throughout the Town.	
<p><u>Connection to Identity Statement:</u></p> <p>This section of the MDP helps to achieve the identity statement by:</p> <ul style="list-style-type: none"> <li>• Prioritizing the protection and enhancement of natural systems and public spaces, that contribute to a safe and socially connected community. Offering diverse recreational opportunities within well-maintained natural areas and public spaces that help to enrich the quality of life of residents and increase the attractiveness of the community in support of population and business retention and expansion.</li> </ul>	

Table 3 - Environmental Stewardship and Sustainability

## 5.2 Context

The physical environment and natural systems of Crossfield, as identified in Figure 2 — Natural Areas, are the foundation for all planning and development within Crossfield. Preserving and protecting these natural areas is a key responsibility of the Town when considering any future growth and development. These features are not limited to inside the Town boundary, reinforcing the importance of regional partnerships.

## 5.3 Strategic Direction

**Strategic Direction 1: To promote environmental stewardship and sustainability as the foundation for policy development and decision making.**

- 5.3.1 All proponents of development proposals adjacent to significant water bodies, such as the major creeks and wetlands in Crossfield, shall be responsible at the subdivision stage for delineating the 1:100-year floodplain, based upon the approval of a qualified engineer, to the satisfaction of the municipal approving authority.
- 5.3.2 The subdivision of lands within the 1:100-year floodplain, as identified by a qualified engineer, to the satisfaction of the municipal approving authority, shall not be permitted unless adequate flood-proofing measures are undertaken.
- 5.3.3 All proponents of development proposals adjacent to significant natural features, such as the major creeks and wetlands in Crossfield, shall be responsible at the subdivision stage for delineating the top of bank, based upon the approval of a qualified engineer, to the satisfaction of the municipal approving authority.
- 5.3.4 All reserve land within the municipality shall be utilized and dedicated as efficiently as possible to both maximize land use and contribute to the overall open space system.
- 5.3.5 As determined by the Town, Municipal Reserve shall only be taken as credit when it contributes to the open space system, is aligned with the definition of Municipal Reserve, and is considered useable, functional Municipal Reserve with opportunities for passive and or active recreation.
- 5.3.6 For all residential subdivisions, linear Municipal Reserve should only be taken as credit if it is a minimum of 10.0 meters in width, and is determined to be contributing positively to the overall open space system,
- 5.3.7 For all residential subdivision, the required Municipal Reserve should be designed to be functional and usable, and should generally be a minimum of 0.25 hectares (0.621.24 acres) to ensure they are large enough to be functional and provide recreational opportunities, such as community playgrounds and pocket parks.

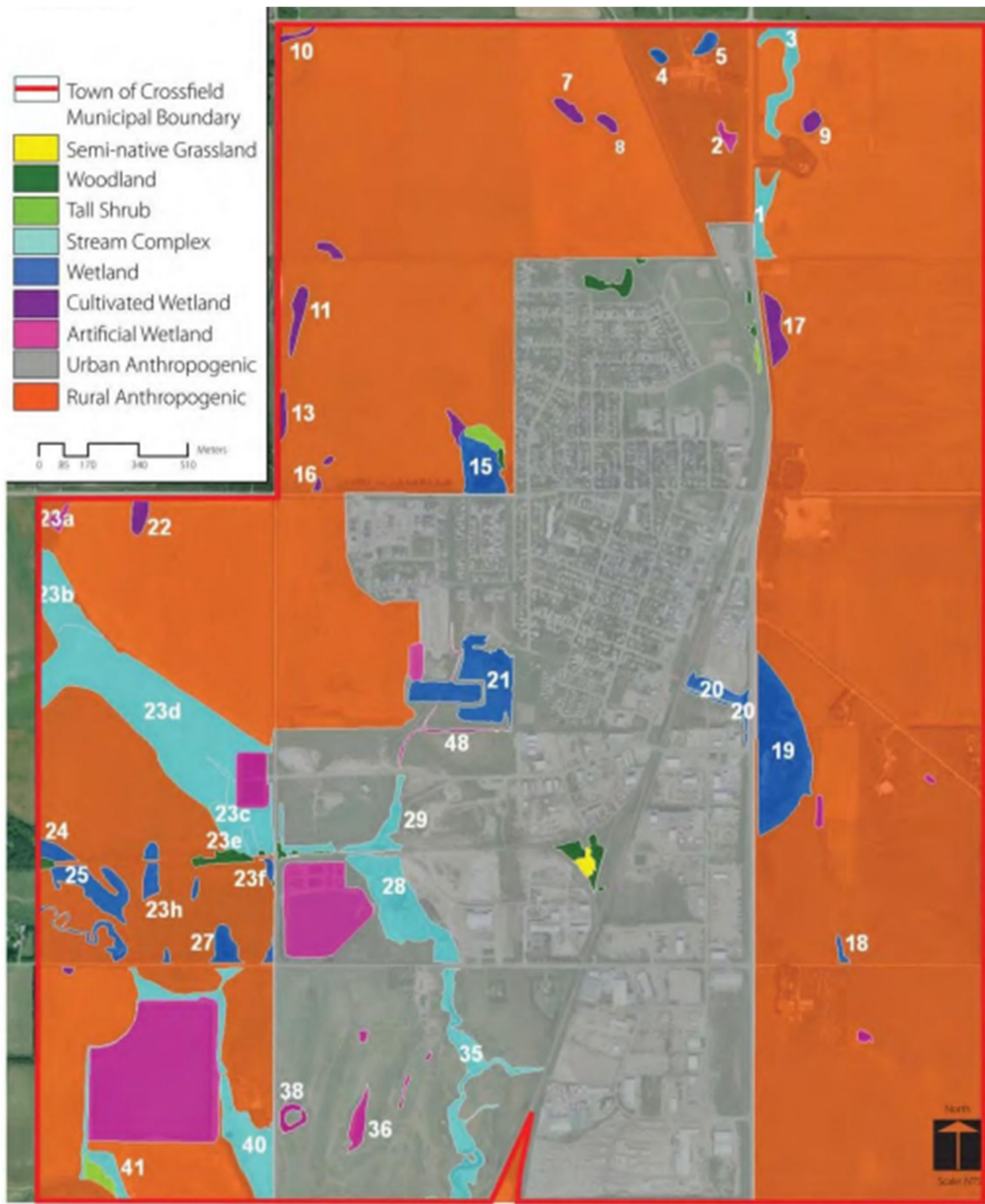
- 5.3.8 For all industrial subdivisions, 10% of the net developable area of land to be subdivided should be dedicated in accordance with the MGA for Municipal Reserve, School Reserve, or Municipal and School Reserve purposes. However, the Town encourages and considers cash in lieu of land dedication as an acceptable option, particularly in cases where the dedication of reserve land in an industrial subdivision would not be suitable.
- 5.3.9 Non-contributing park space shall not be accepted as Municipal Reserve.
- 5.3.10 Lands that are encumbered, including but not limited to utility rights-of-way, easements, or any other form of restriction that limits the use of, or development on the land, shall not be accepted as Municipal Reserve and should be dedicated as a public utility lot (PUL), at the discretion of the Town.
- 5.3.11 Open spaces, natural areas, parks, and community facilities should be well connected via trail systems and or well connected sidewalk networks.
- 5.3.12 Landscaped elements of parks and open space systems may include buffers, berms, tree planting, or boulevards along major roadways.
- 5.3.13 Proponents of development proposals containing, adjacent to, or in the vicinity of a swamp, gully, ravine, coulee, natural drainage course, land that is subject to flooding, land that abuts the bed and shore of a lake, river, stream, or other body of water, or land that in the opinion of the municipal approving authority is unstable, may be required to submit geotechnical or other studies that address the hazards of developing in such areas.

**Strategic Direction 2: Preserve environmentally sensitive features, natural landscapes and functional habitats throughout the Town.**

- 5.3.14 The Town of Crossfield shall protect the natural areas and systems within the Town identified as semi-native grassland, woodland, tall shrub, stream complex, and wetland in Figure 5 — Natural Areas.
- 5.3.15 Future municipal and regional open space and pathway systems shall be based upon the natural areas and systems within Crossfield as shown in Figure 5 — Natural Areas.
- 5.3.16 The Town of Crossfield shall work with local community groups, the Nose Creek Watershed Partnership, Rocky View County, and both provincial and federal jurisdictions to ensure appropriate protection and management of the natural environment, including public open spaces, trails, and natural areas within and surrounding Crossfield.

- 5.3.17 At the ASP, land use re-designation, or subdivision stage, environmental impact assessments addressing natural areas on site or environmental site assessments addressing contamination on site shall be prepared by qualified environmental consultants, to the satisfaction of the municipal approving authority.
- 5.3.18 At the time of subdivision, Environmental Reserves (ER) should be provided in accordance with the MGA when environmentally significant features are identified through the application process (through completion of studies described in Policy 5.3.17~~2~~).
- 5.3.19 Where existing trees or tree stands cannot be retained due to development, the Town of Crossfield shall require the replacement of all trees that are removed because of such development.

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Drawing No. 423c-03

Town of Crossfield Municipal Development Plan  
July 2010

Figure 5 - Natural Areas

## 6.0 ECONOMIC DEVELOPMENT

### 6.1 Goal

Support a dynamic and diverse local economy that generates a variety of new jobs through a culture of entrepreneurship and innovation. We build from existing strengths and a high quality of life to reinforce our economic competitiveness as a desirable and recognizable community that attracts residents, visitors, and businesses.








STRATEGIC DIRECTION	DESIRED OUTCOMES
1. Enhance business retention, attraction, and expansion efforts to maximize the availability of local jobs.	 
2. Foster a culture of entrepreneurship.	 
3. Strengthen the perception of Crossfield as a favorable business environment.	
4. Maintain a balanced tax base through a diversity of efficient growth, contributing to the town's fiscal stability.	 
<p><u>Connection to Identity Statement:</u></p> <p>This section of the MDP helps to achieve the identity statement by:</p> <ul style="list-style-type: none"> <li>Diversifying the local economy to provide a variety of different jobs for people at various ages and income levels. As more people can find employment locally that suits their needs, the social fabric of the community is stronger as the labour force can reduce their commute and focus more time actively participating in strengthening Crossfield.</li> </ul>	

Table 4 - Economic Development

## 6.2 Context

A sense of place is essential to defining the town's identity and can be defined as a package of expectations, sending a clear message to potential businesses, visitors, and existing residents themselves. A strong identity gives citizens more ownership in their community and a stronger commitment to make it better. This comes with a recognition that placemaking (i.e., focusing on the community elements that contribute to a strong quality of life) is essential to anchoring talent. ~~People are drawn to work in places they want to live. This requires an overall emphasis on creating quality public spaces and walkable neighbourhoods. Successful economic development balances efficiency and livability. While streamlined approvals, strong transportation links, and flexible land use policies make places economically attractive, additional long-term success can come from creating spaces where people want to live and work. Integrating walkable neighborhoods and quality public spaces alongside business-friendly policies ensures both economic growth and community well-being.~~

Municipalities are economic entities. Without self-sustaining and growing economic activity, towns lose their essence and stagnate. On the other hand, strong, diverse, and creative economies generate jobs, wealth, and innovation. When considering the types of businesses and industry that come with economic development, it is important to balance the desire to attract new businesses to town with putting efforts towards retaining existing businesses and creating the culture and supportive environment to support entrepreneurship.

## 6.3 Strategic Direction

**Strategic Direction 1: Enhance business retention, attraction, and expansion efforts to maximize the availability of local jobs.**

- 6.3.1 The Town of Crossfield shall collaborate with Rocky View County to jointly take advantage of opportunities for mutual economic development, particularly along the QE II Highway corridor.
- 6.3.2 The Town of Crossfield shall actively pursue opportunities to support and partner or work with governmental and non-governmental organizations, existing businesses, and the development industry to promote economic development.
- 6.3.3 Promote the health and vitality of the Downtown Core by encouraging the ongoing maintenance and improvements of buildings in the neighbourhood through exploring incentives such as facade improvements or renovation grants.
- 6.3.4 Promote the town's quality of life as a key attraction to potential businesses by encouraging continued strategic investment in placemaking efforts that enhance the attractiveness of Crossfield as a community.

**Strategic Direction 2: Foster a culture of entrepreneurship.**

- 6.3.5 The Town of Crossfield shall share resources and information with local and regional businesses and agencies to support economic development in the Crossfield area.
- 6.3.6 The Town of Crossfield shall ~~facilitate~~ support the exchange of information, goods, and services among businesses in the Crossfield area.
- 6.3.7 Promote opportunities to increase local business activity by encouraging home-based businesses that can demonstrate, to the satisfaction of the town, they do not create undue adverse impacts on the neighbourhood based on the following considerations:
  - a. Traffic
  - b. Parking
  - c. Noise
  - d. Safety
  - e. Hours of operation
  - f. Any other matter deemed important based on the type of business.

**Strategic Direction 3: Strengthen the perception of Crossfield as a favorable business environment.**

- 6.3.8 Promote a partnership approach to economic development by encouraging proactive communication with existing and prospective businesses to clearly define permitting and licensing processes and reinforce the importance of pre-application meetings.

**Strategic Direction 4: Maintain a balanced tax base through a diversity of efficient growth, contributing to the town's fiscal stability.**

- 6.3.9 The Town of Crossfield shall ensure that policy plans, land use re-designations, and municipal services are in place to provide for a readily available supply of serviced industrial and commercial land in a variety of parcel sizes and locations within Crossfield.
- 6.3.10 Ensure the town can capitalize on opportunities for commercial and industrial development by regularly updating its inventory of development-ready lands that meet the needs of both commercial and industrial targets.
- 6.3.11 Ensure the ongoing maintenance of ~~the non-residential~~ development-ready lands inventory by requiring decision-making processes to evaluate any proposal that could potentially impact these areas for their intended use through the following considerations:

- a. Assess any request to change the potential land use relative to the overall benefit to the town, including a risk analysis of losing employment-based lands.
- b. Assess any subdivision request relative to its potential fragmentation of the broader area and its ability to serve the broader local economic strategic objectives.
- c. Assess any development on surrounding lands relative to the potential benefits to the town and the potential for incompatible land uses adjacent future employment-based development.

~~6.3.12—Ensure a consistent supply of development-ready lands by ensuring they are protected from short-term encroachment by other uses for employment-based development. Ensure that non-residential development-ready lands remain ready by preventing adjacent parcels from being approved for uses that are incompatible with or do not support employment-based development, preserving their intended purpose and long-term viability.~~

~~6.3.136.3.12~~ Promote the productive use of vacant or underutilized sites by encouraging well designed infill development in the Downtown core that ~~supports and enhances~~enhances access to commercial uses.

~~6.3.146.3.13~~ Promote opportunities for redevelopment by encouraging brownfield remediation that converts contaminated lands to productive developments that support the fiscal health of the town.

~~6.3.156.3.14~~ Promote redevelopment in the downtown core and other commercially focused areas by encouraging the adaptive reuse of vacant land and buildings.

# 7.0 TRANSPORTATION

## 7.1 Goal

Maintenance and development of an interconnected network of streets, sidewalks and pathways that serve multiple modes of transportation, providing for the safe and efficient movement of people and goods. Our network builds connectivity among our existing and proposed residential and activity centres, maximizing walkability, and providing multimodal linkages to our parks, recreation, and natural areas.



STRATEGIC DIRECTION	DESIRED OUTCOMES
1. To provide for a safe and efficient transportation system for the benefit of all residents, businesses, employees and visitors to Crossfield.	
2. Fiscal sustainability of transportation improvements and investments.	
<p><u>Connection to Identity Statement:</u></p> <p>This section of the MDP helps to achieve the identity statement by</p> <ul style="list-style-type: none"> <li>Promoting a well-maintained, connected, and diverse mobility system that contributes to the overall health of the community. Providing options for multiple modes of travel, reflects the importance of inclusive design of the system for those who either cannot (or choose not) to drive.</li> </ul>	

Table 5 - Transportation

## 7.2 Context

Transportation facilities represent the Town's circulatory system. The street system is our largest public capital asset, and its maintenance and ability to move people and goods safely and efficiently are fundamental to the town's health. But as important as basic transportation facilities are, mobility's influence goes even deeper. It has a considerable impact on land value, location of development, and the look and feel of the community. It can expand or limit economic opportunity and affect the cost of public services and the town's ability to provide them efficiently.

We understand that private vehicles are and will continue to be the dominant way of moving people and goods around the town. Maintaining the condition and functionality of the street system is our primary priority. We must complement this priority by promoting and investing in other transportation choices, building an effective network that encourages people to walk or bike for basic transportation.

## 7.3 Strategic Direction

**Strategic Direction 1: To provide for a safe and efficient transportation system for the benefit of all residents, businesses, employees and visitors to Crossfield.**

- 7.3.1 The Town of Crossfield shall coordinate the planning and development of a long-term transportation infrastructure system consistent with the network identified in Figure 5 — Transportation.
- 7.3.2 Support an interconnected network of streets through consideration of connectivity standards that minimize dead-end streets to create traditional grid style neighbourhoods.
- 7.3.3 Ensure the effective and efficient function of collector and arterial roads by requiring access management standards that limit driveways and increase shared access.
- 7.3.4 Ensure new development is compatible with the existing transportation network by requiring Area Structure Plans to demonstrate the connectivity of streets, sidewalks, and trails between residential and commercial areas.
- 7.3.5 Promote the productive use of land by encouraging shared parking among contiguous developments that limit the need for off-street, surface parking.

- 7.3.6 Ensure parking supply in the Downtown Core is balanced with the need for the effective use of land by considering ways to determine parking demand, for example, Town completing a parking analysis that evaluates the overall capacity and recommended changes to standards based on the evolution of land use and demand.
- 7.3.7 The Town of Crossfield shall collaborate with Alberta Transportation and Economic Corridors and the Canadian Pacific Kansas City Limited (CPKC) in the planning and development of the long-term transportation infrastructure system, with reference to:
- a. traffic controls at CPR level crossings
  - b. review of safety and speed concerns and standards throughout Crossfield
  - c. improvements to Highway 2A
  - d. improvements to the interchanges at Highway 2 and 2A
- 7.3.8 The Town of Crossfield shall require that development and subdivision along major roadways within Crossfield:
- a. Obtain approvals, as required, from Alberta Transportation
  - b. Coordinate the number of entry and exit points to major roadways
  - c. Provide sufficiently wide rights-of-way or setbacks to accommodate berms, landscaping, trees, dividers, or similar noise attenuation and aesthetic features
  - d. Be suitably set back in order not to interfere with the improvement or widening of roadways
- 7.3.9 The Town of Crossfield may require land dedication to support the development of roads, sidewalks, and pathways in alignment with master planning, Area Structure Plans (ASPs), and Neighbourhood Structure Plans (NSPs).

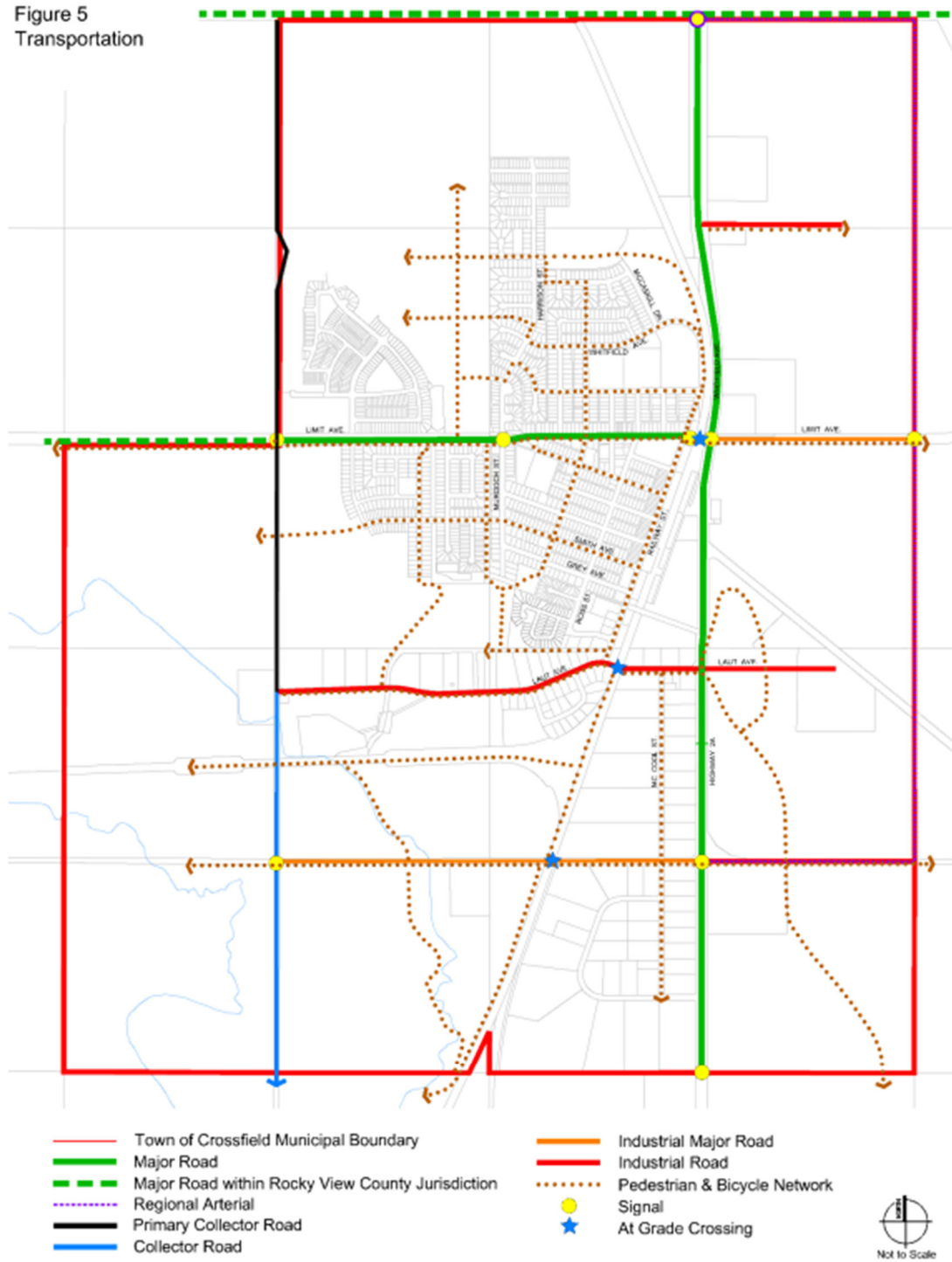
**Strategic Direction 2: Fiscal sustainability of transportation improvements and investments**

- 7.3.10 Notwithstanding the generality of the long-term transportation infrastructure system identified in Figure 5 — Transportation, the Town of Crossfield shall require developers to contribute through off-site levies to the development of the municipal transportation system, which the Town of Crossfield shall determine through periodic transportation master plans.
- 7.3.11 The Town of Crossfield shall require developers to provide irrevocable security to ensure that road construction meets the standards established by the municipality.

- 7.3.12 The Town of Crossfield shall support development, maintenance, and expansion of transportation networks within and around Crossfield by clearly and consistently defining responsibilities and standards for roadway construction and maintenance, including the responsibilities of the municipality, Alberta Transportation, and developers.
- 7.3.13 The Town of Crossfield should periodically review municipal standards for roadway design, particularly as they relate to non-motorized transportation.
- 7.3.14 Ensure the effective use of available resources by preparing asset management plans to inform maintenance and capital replacement transportation infrastructure.

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Figure 5  
Transportation



- |  |                              |
|--|------------------------------|
| Town of Crossfield Municipal Boundary            | Industrial Major Road        |
| Major Road                                       | Industrial Road              |
| Major Road within Rocky View County Jurisdiction | Pedestrian & Bicycle Network |
| Regional Arterial                                | Signal                       |
| Primary Collector Road                           | At Grade Crossing            |
| Collector Road                                   |                              |

Town of Crossfield Municipal Development Plan  
November 2018

Figure 6 - Transportation

## 8.0 SERVICING AND UTILITIES

### 8.1 Goal

Coordinate the expansion of infrastructure systems with future growth and development, promoting the efficient use and development or redevelopment of land that minimizes the maintenance and cost of infrastructure systems and encourages a comprehensive approach to stormwater management.

STRATEGIC DIRECTION	DESIRED OUTCOMES
1. To provide for safe, efficient, and cost-effective utility servicing systems.	 
2. To increase the Town's fiscal and environmental resiliency through the efficient use of existing and new servicing infrastructure.	 
<p><u>Connection to Identity Statement:</u>            This section of the MDP helps to achieve the identity statement by</p> <ul style="list-style-type: none"> <li>Requiring detailed servicing concepts and fair cost allocation for new developments, helps reinforce clear and consistent decision-making to create a well planned servicing system (water, wastewater and stormwater infrastructure) that can support opportunities for growth and contribute to the overall health of the Town.</li> </ul>	

Table 6 - Servicing and Utilities

## 8.2 Context

Growth management, land use planning, and the provision of municipal services must be integrated for the Town of Crossfield to move toward a more sustainable future. Functional infrastructure systems are key components contributing to the community's quality of life. New growth and development depend on the backbone of infrastructure to not only serve growth but allow growth to be designed in a manner consistent with the character of the community.

## 8.3 Strategic Direction

### **Strategic Direction 1: To provide for safe, efficient, and cost-effective utility servicing systems.**

- 8.3.1 The provision of municipal services into new development areas shall be based upon logical extensions of existing infrastructure and upon the cost implications of such extensions.
- 8.3.2 All new development within the Town of Crossfield shall be required to connect to full municipal services, including piped water, piped sewage, stormwater management systems, natural gas, and franchise utilities (electric power, cable, and telephone).
- 8.3.3 All landowners, developers, or development proponents shall be responsible for the costs of providing adequate water and sewage services, stormwater management facilities, roadways, curbs and sidewalks, and franchise utilities (e.g. gas, power, cable, telephone) to new development areas and sites.
- 8.3.4 Notwithstanding Policy 8.3.2, the Town will consider a phased servicing approach for industrial and commercial development within the Crossfield East ASP allowing for interim on-site water, wastewater and stormwater servicing for development that will ultimately connect to piped infrastructure when municipal services are extended to support intensification, and will be required to prepare the following
  - a. A servicing strategy shall be prepared to support and implement a phased servicing approach and the Town shall update its off-site levy bylaw to ensure that development utilizing interim servicing contributes to the ultimate servicing infrastructure.
- 8.3.5 The Town of Crossfield shall coordinate long-range utility servicing plans in collaboration with Alberta Environment and Protected Areas and major regional water and wastewater utilities.

- 8.3.6 The Town of Crossfield shall integrate land use planning with engineering, servicing, and utilities studies, to achieve greater efficiencies and provide better services to the residents and businesses of Crossfield.
- 8.3.7 The Town of Crossfield shall require, as a condition of subdivision approval, the preparation and submission of stormwater management plans prepared by a qualified professional engineer registered in the province of Alberta, in accordance with the Town's Stormwater Master Plan and the Nose Creek Watershed Water Management Plan and related technical reports adopted by the Nose Creek Watershed Partnership.
- 8.3.8 All required stormwater management plans shall include measures to control the rate and quality of stormwater discharge into significant water bodies, such as the major wetlands and creeks within Crossfield, using stormwater management facilities, avoiding areas of steep and unstable slopes for discharge points, and if feasible, through water quality monitoring.
- 8.3.9 All required stormwater management plans shall include, at a minimum:
- b. topography of the development lands and surrounding area;
  - c. watershed affected by the development;
  - d. proposed major drainage systems (including the direction of surface drainage);
  - e. proposed minor drainage systems (including ditches, pipes, and catch basin locations);
  - f. proposed on-site detention and retention facilities (including locations and sizes);
  - g. locations of outflow or outfall structures; and
  - h. any related modeling or calculation information.

**Strategic Direction 2: To increase the Town's fiscal and environmental resiliency through the efficient use of existing and new servicing infrastructure**

- 8.3.10 ASPs shall include detailed servicing concept studies for the provision of water, sanitary sewer, stormwater management, and franchise utilities.
- 8.3.11 The provision of municipal services into new development areas shall be based upon logical extensions of existing infrastructure , cost implications, and demonstrated impacts from new development on existing capacity.

- 8.3.12 All landowners, developers, or development proponents shall be responsible for the costs of providing adequate water and sewage services, stormwater management facilities, roadways, curbs and sidewalks, and franchise utilities (e.g. gas, power, cable, telephone) to new development areas and sites.
- 8.3.13 The Town of Crossfield shall conduct periodic reviews of off-site levy bylaws to determine whether amendments are required to address the costs of providing municipal servicing infrastructure to new development areas.
- 8.3.14 The Town of Crossfield will continue to cooperate with regional partners in waste management initiatives in order to ensure safe operations, enforcement of required development setbacks, and proper reclamation. Once landfills are decommissioned, the Town of Crossfield will plan and manage reclaimed landfills as regional open space.
- 8.3.15 The Town of Crossfield shall promote residential, commercial, and industrial water conservation, rainwater harvesting, and the safe use of grey water for appropriate purposes.
- 8.3.16 The Town of Crossfield, in consultation with Alberta Environment, the City of Airdrie, the City of Calgary and Rocky View County, shall explore opportunities to develop new partnerships in the region for managing effluent disposal and providing piped sanitary sewer services.
- 8.3.17 The Town of Crossfield should explore opportunities to use alternative sources of energy such as solar, wind, and geothermal power.
- 8.3.18 The Town of Crossfield shall conserve energy through the use of low intensity streetlamps and other measures that increase energy efficiency in public buildings and facilities.
- 8.3.19 Ensure the effective use of available resources by preparing asset management plans to inform maintenance and capital replacement of servicing infrastructure.

**Figure 6  
Master Drainage Concept**

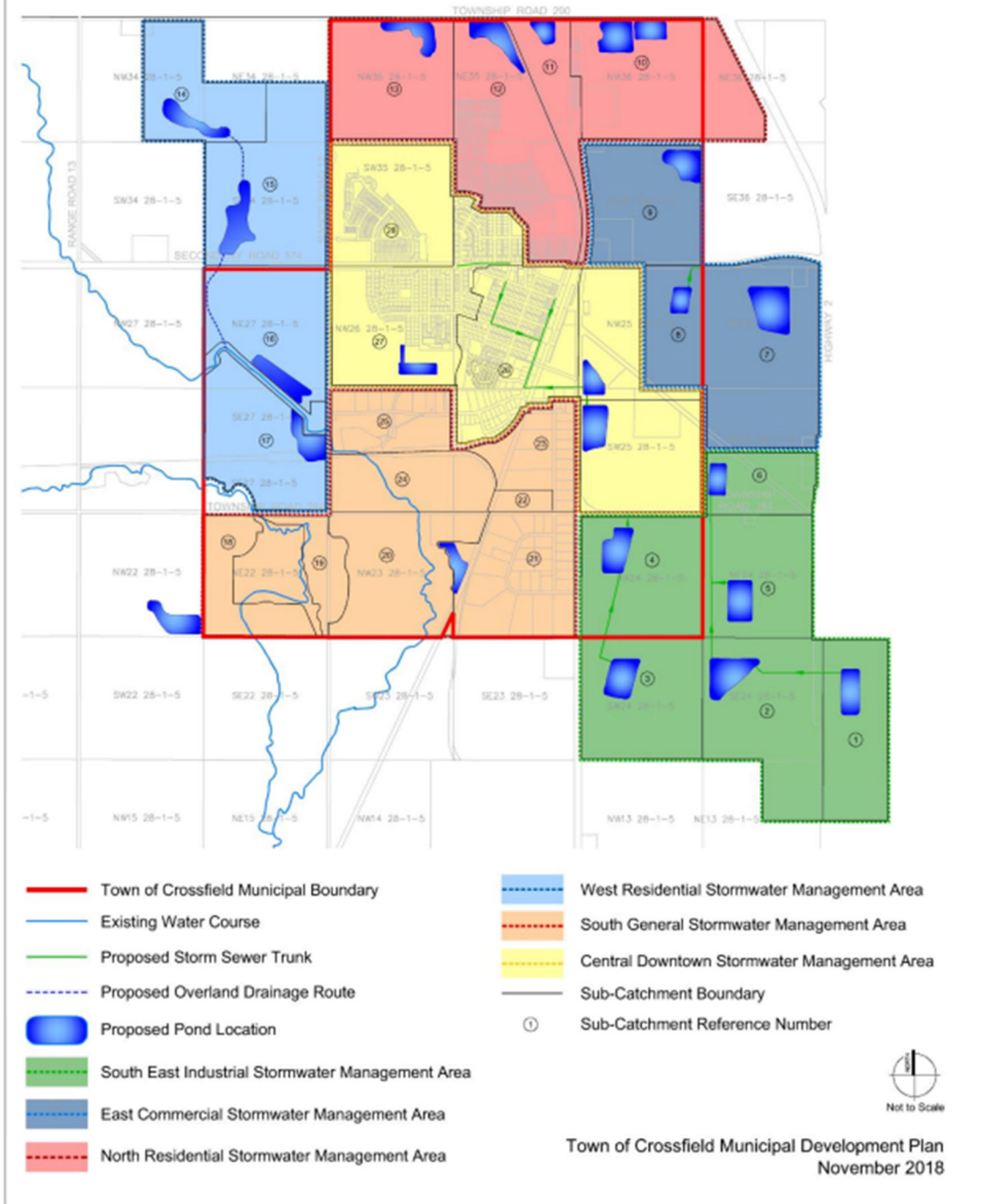


Figure 7 - Master Drainage Concept

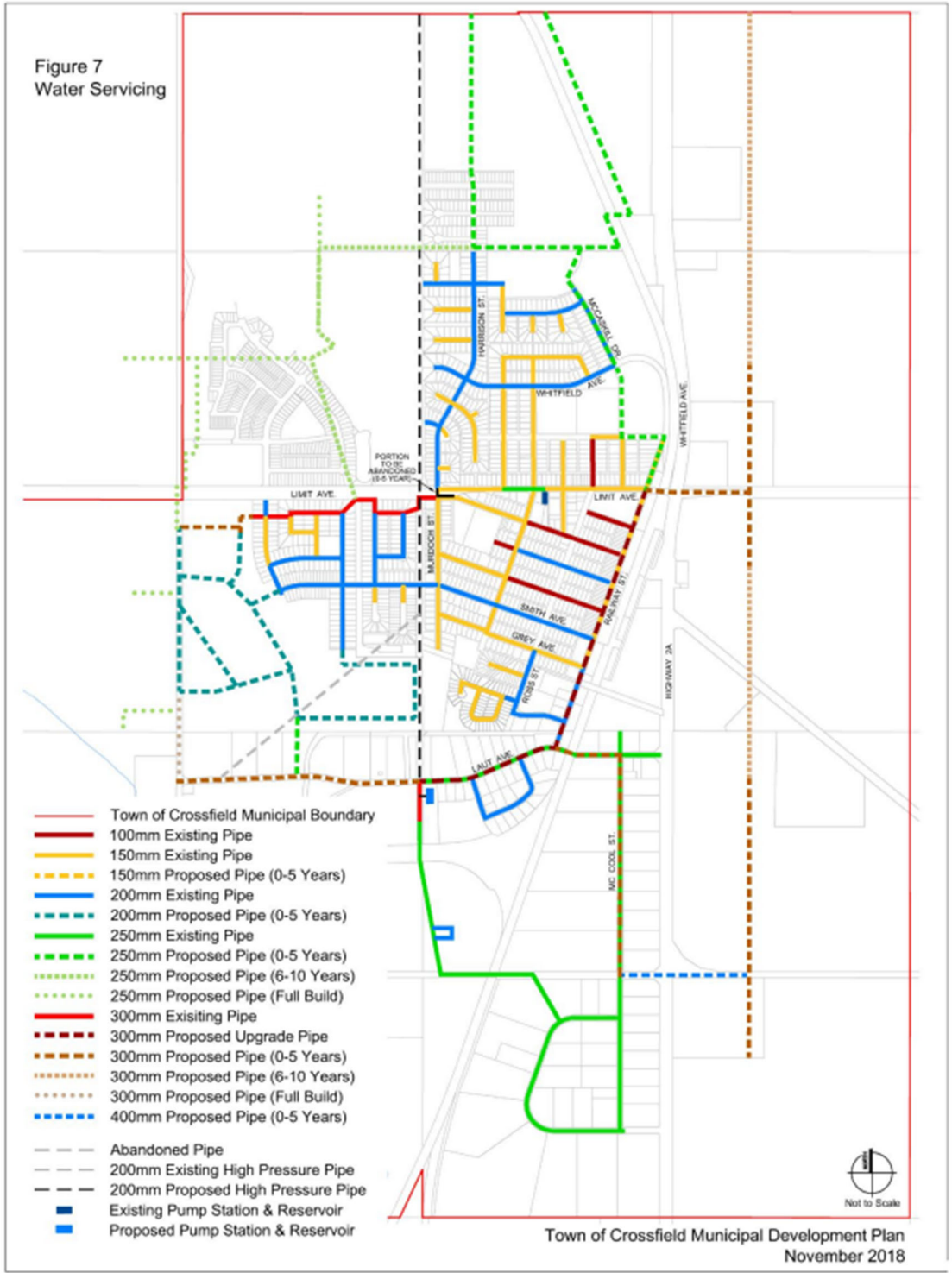


Figure 8 - Water Servicing

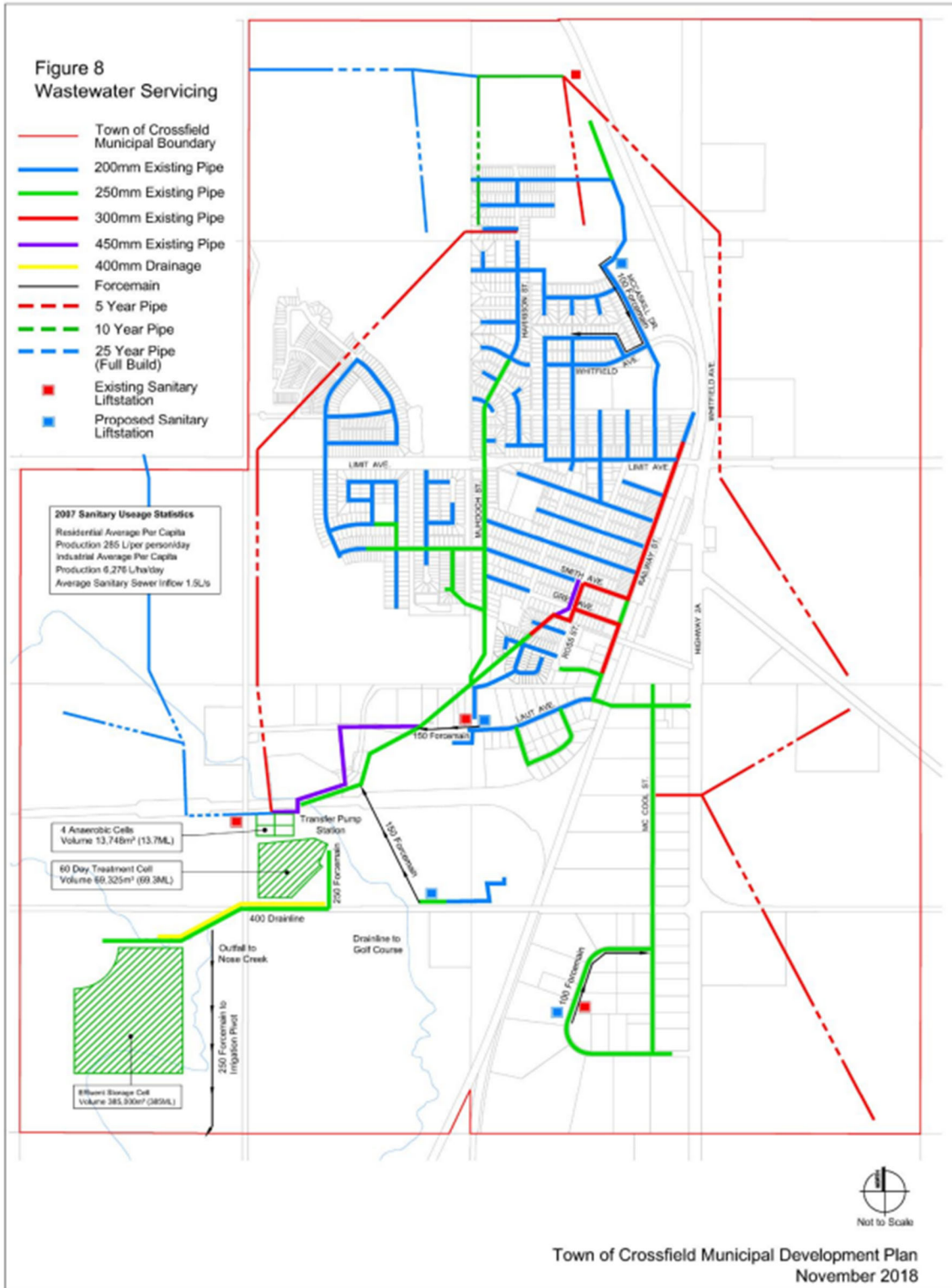


Figure 9 - Wastewater Servicing

## 9.0 SOCIAL DEVELOPMENT AND COMMUNITY SERVICES

### 9.1 Goal

Develop and maintain an accessible system of community facilities and services that creates value, enhances quality of life and community character, and contributes to the community’s physical and social health and wellbeing.








STRATEGIC DIRECTION	DESIRED OUTCOMES
1. To create a vibrant, safe, healthy, and supportive community that embraces and encourages social and cultural diversity for people of all abilities.	 
2. To ensure that a wide range of affordable and accessible community services is provided for Crossfield and area residents.	 
3. To ensure that an appropriate level of public emergency services is provided to meet the demands of growth.	  
<p><u>Connection to Identity Statement:</u></p> <p>This section of the MDP helps to achieve the identity statement by:</p> <ul style="list-style-type: none"> <li>Focusing on maintaining community services and facilities to strengthen the social fabric of the community and contribute to the quality of life that retains and attracts citizens and businesses. Community growth, regardless of scale, requires a healthy network of community services and facilities that both contribute to the town’s character and are integrated with the natural environment.</li> </ul>	

Table 7 - Social Development and Community Services

## 9.2 Context

Community facilities and services and recreational amenities all provide necessary benefits to the mental and physical health of local citizens and help to bring people from diverse backgrounds together. The Town of Crossfield is committed to developing community facilities and to providing social and emergency services so that the people of all ages, incomes, backgrounds, and abilities can participate in leisure activities and have reliable access to emergency services. As the Town continues to grow, these services will need to be expanded to address the demands that will accompany an increasing population.

## 9.3 Strategic Direction

**Strategic Direction 1: To create a vibrant, safe, healthy, and supportive community that embraces and encourages social and cultural diversity for people of all abilities.**

- 9.3.1 The Town of Crossfield shall support community and business organizations in welcoming and providing community information to new residents and businesses.
- 9.3.2 The Town of Crossfield shall promote adherence to the principles of Crime Prevention Through Environmental Design in all development within Crossfield.
- 9.3.3 The Town of Crossfield shall conduct bylaw enforcement in accordance with the Broken Windows Theory of crime prevention, by maintaining the town environment in a well-ordered condition to prevent vandalism and to ward off escalation to more serious crime.
- 9.3.4 The Town of Crossfield shall base the development of leisure and cultural facilities upon clearly demonstrated community needs.

**Strategic Direction 2: To ensure that a wide range of affordable and accessible community services is provided for Crossfield and area residents.**

- 9.3.5 The Town of Crossfield shall monitor community needs and shall work with social service agencies and providers such as Family and Community Support Services (FCSS) to ensure that a range of services from prevention to long-term intervention are available for all segments of the population.
- 9.3.6 The Town of Crossfield shall collaborate with Alberta Health and Wellness, the Rocky View Foundation, and other health care agencies and providers to ensure that the people of Crossfield have access to an appropriate level and quality of health services, including extended care services and housing for seniors.

- 9.3.7 The Town of Crossfield shall integrate compatible uses such as childcare services, youth-oriented facilities, residences for seniors and extended care facilities into residential neighbourhoods.
- 9.3.8 The Town of Crossfield shall explore opportunities for joint development and provision of community, emergency, and recreational services with regional partners.
- 9.3.9 The Town of Crossfield shall support existing and new agreements with outside agencies to provide parks, open space, recreational, educational, cultural and protective services and facilities in the Crossfield area.
- 9.3.10 Agreements on the provision of educational, recreational, and cultural, and protective services should take into consideration:
- a. Needs assessments
  - b. Cost-benefit analyses
  - c. Both capital investment and maintenance of infrastructure
  - d. Staffing requirements and operating budgets
  - e. The relative strengths and advantages that the municipality has in the provision of services

**Strategic Direction 3: To ensure that an appropriate level of public emergency services is provided to meet the demands of growth.**

- 9.3.11 At the appropriate population threshold and based upon clearly demonstrated community health needs, the Town of Crossfield shall engage Alberta Health and Wellness, the Rocky View Foundation, and other health care agencies and providers in joint planning and development of a medical centre to serve Crossfield and the surrounding area.
- 9.3.12 New subdivisions and developments shall be designed to ensure the safe and efficient movement of emergency vehicles and access to emergency facilities.
- 9.3.13 The Town of Crossfield shall collaborate with emergency service providers such as the Royal Canadian Mounted Police and Alberta Health Services to meet the needs of the community by:
- a. Determining appropriate locations for emergency services facilities
  - b. Facilitating emergency service response times that meet or exceed North American standards
  - c. Coordinating communications between the Crossfield Fire Department and other emergency service providers to enhance overall response capabilities

- d. Providing public information and education about fire prevention, disaster services, emergency preparedness, and crime prevention
- e. Participating in emergency services organizations such as the Crossfield Synergy Group

9.3.14 The Town of Crossfield shall ensure that emergency response plans are periodically reviewed to adjust for new development and population growth.

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# 10.0 CULTURAL HERITAGE

## 10.1 Goal

Develop and promote the unique buildings and spaces that celebrate the character and history of the community, leveraging these assets to attract businesses, citizens, and visitors.



STRATEGIC DIRECTION	DESIRED OUTCOMES
1. To acknowledge and celebrate the role of Crossfield's cultural heritage both in creating the community's strong identity and in enhancing economic development.	
2. To promote appreciation and understanding of Crossfield's cultural heritage and to encourage public stewardship of local cultural heritage resources.	
<p><u>Connection to Identity Statement:</u></p> <p>This section of the MDP helps to achieve the identity statement by</p> <ul style="list-style-type: none"> <li>Preserving and protecting cultural heritage resources and integrating heritage preservation as a consideration in the development process helps maintain the unique community character and contributes to a sense of community pride and continuity.</li> </ul>	

Table 8 - Cultural Heritage

## 10.2 Context

The people of Crossfield value the local cultural history and regional cultural heritage of this area, which contribute to the community's strong identity. The appreciation of cultural heritage resources, including the preservation and rehabilitation of significant heritage buildings, is becoming more important to the people of Crossfield.

## 10.3 Strategic Direction

**Strategic Direction 1: To acknowledge and celebrate the role of Crossfield's cultural heritage both in creating the community's strong identity and in enhancing economic development.**

- 10.3.1 The Town of Crossfield shall support the efforts of owners of cultural heritage resources to protect and preserve those resources.
- 10.3.2 The Town of Crossfield shall encourage owners of significant cultural heritage resources to restore them to their original appearance.
- 10.3.3 The Town of Crossfield shall encourage the relocation of buildings worthy of conservation if they cannot be preserved on their original sites.
- 10.3.4 The Town of Crossfield shall cooperate with other levels of government, private agencies, and individuals in the preservation of historic buildings and sites.
- 10.3.5 The Town of Crossfield shall encourage preservation initiatives by using cultural heritage designation bylaws and other preservation instruments available to local government.

**Strategic Direction 2: To promote appreciation and understanding of Crossfield's cultural heritage and to encourage public stewardship of local cultural heritage resources.**

- 10.3.6 In order to ensure the long-term economic viability of heritage buildings, the Town of Crossfield shall encourage building owners to use them in creative ways. A wide range of incentives including flexible parking and development standards may be utilized to preserve heritage buildings.
- 10.3.7 The Town of Crossfield may determine appropriate incentives to owners of municipal historic resources for application toward restoration and preservation.

10.3.8 Where appropriate and in accordance with the Historical Resources Act, the Town of Crossfield may require historic resources impact assessments prior to approval of ASPs, subdivisions, and development permits.

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# 11.0 INTERMUNICIPAL AND REGIONAL COOPERATION

## 11.1 Goal

Coordinate with the town’s partners to address local and regional challenges, foster collaboration, support volunteer opportunities, and strengthen relationships through effective communication.



STRATEGIC DIRECTION	DESIRED OUTCOMES
<p>1. To build upon the positive relations that the Town of Crossfield has with Rocky View County by fostering communication and cooperation on all matters of interest to both municipalities in accordance with the IDP.</p>	
<p>2. To continue cooperating with organizations such as the Nose Creek Watershed Partnership, the Rocky View Foundation, local school jurisdictions, the Crossfield Agricultural Society, and the Crossfield Recreation Board to continually improve the quality of life in the Crossfield area.</p>	
<p><u>Connection to Identity Statement:</u></p> <p>This section of the MDP helps to achieve the identity statement by</p> <ul style="list-style-type: none"> <li>Strengthening the Town through partnerships with other local and regional agencies. These groups can provide additional resources and expertise to help align interests and improve access to funding. The success of the plan depends not only on actions of the local government, but also the involvement of community partners and the empowerment of local citizens.</li> </ul>	

Table 9 - Intermunicipal and Regional Cooperation

## 11.2 Context

The MGA requires that MDPs coordinate land uses, future growth patterns, and other infrastructure with adjacent municipalities through the preparation of an Intermunicipal Development Plan (IDP). The Rocky View County/Town of Crossfield IDP outlines the provision of shared infrastructure and services between the Town of Crossfield and Rocky View County.

In addition to the IDP, the Town of Crossfield and Rocky View County agreed through their 2009 annexation agreement to jointly prepare complementary ASPs for the area on both sides of the municipal boundary between Highway 2A and the QE II Highway. The area for those complementary ASPs is shown on Figure 9 — Intermunicipal Planning.

The Town of Crossfield also cooperates with regional organizations such as the Nose Creek Watershed Partnership, the Rocky View Foundation, local school jurisdictions, the Crossfield Agricultural Society, and the Crossfield Recreation Board. This section of the MDP affirms the commitments that the Town of Crossfield has to continuing cooperation with those regional partners.

## 11.3 Strategic Direction

**Strategic Direction 1: To build upon the positive relations that the Town of Crossfield has with Rocky View County by fostering communication and cooperation on all matters of interest to both municipalities in accordance with the IDP.**

- 11.3.1 The approvals of an IDP and Joint ASP with Rocky View County shall commit the Town of Crossfield to ongoing communication and cooperation with Rocky View County on all matters of interest to both municipalities.
- 11.3.2 The Town of Crossfield shall continue to cooperate and communicate with Rocky View County through regular meetings of the Intermunicipal Committee that the two municipalities have established.
- 11.3.3 The Town of Crossfield shall cooperate with Rocky View County in accordance with the IDP for the lands between Highway 2A and the QE II Highway, as shown on Figure 9 — Intermunicipal Planning.
- 11.3.4 The Town of Crossfield shall collaborate with Rocky View County to jointly take advantage of opportunities for mutual economic development, particularly along the QE II Highway corridor.

- 11.3.5 The Town of Crossfield shall cooperate with Rocky View County to pursue opportunities for the joint provision or improvement of utility servicing, transportation infrastructure, and community services.
- 11.3.6 Within 800 metres of the common municipal boundaries of the Town of Crossfield and Rocky View County, the Town shall refer to and request referrals from the County of applications or proposals for:
- a. ASPs, NSP's and ARPs;
  - b. amendments to MDPs;
  - c. land use re-designations;
  - d. subdivisions of any parent parcels larger than 8 hectares (20 acres);
  - e. improvements or changes to municipal utility servicing infrastructure;
  - f. improvements or changes to municipal transportation infrastructure; and
  - g. local or regional community or recreation facilities.
- 11.3.7 Given that portions of Highway 574 and Township Road 290 along the Town of Crossfield boundary fall within the jurisdiction of Rocky View County, development within the Town of Crossfield that is adjacent to those boundary roads shall be subject to transportation studies, access restrictions, and requirements for roadway improvements to the satisfaction of Rocky View County, Alberta Transportation, and the Town of Crossfield.
- 11.3.8 The Town of Crossfield shall cooperate with Rocky View County to monitor and evaluate any existing or proposed developments close to their common municipal boundaries, including:
- a. major commercial or industrial developments;
  - b. significant residential developments;
  - c. intensive agricultural operations; and
  - d. any existing or proposed developments that may have traffic, environmental, noise, odour, or other impacts on the neighbouring municipality
- 11.3.9 The Town of Crossfield shall avert or mitigate intermunicipal disputes with Rocky View County by engaging in, when appropriate, alternative dispute resolution processes such as facilitated negotiation, mediation, or arbitration.

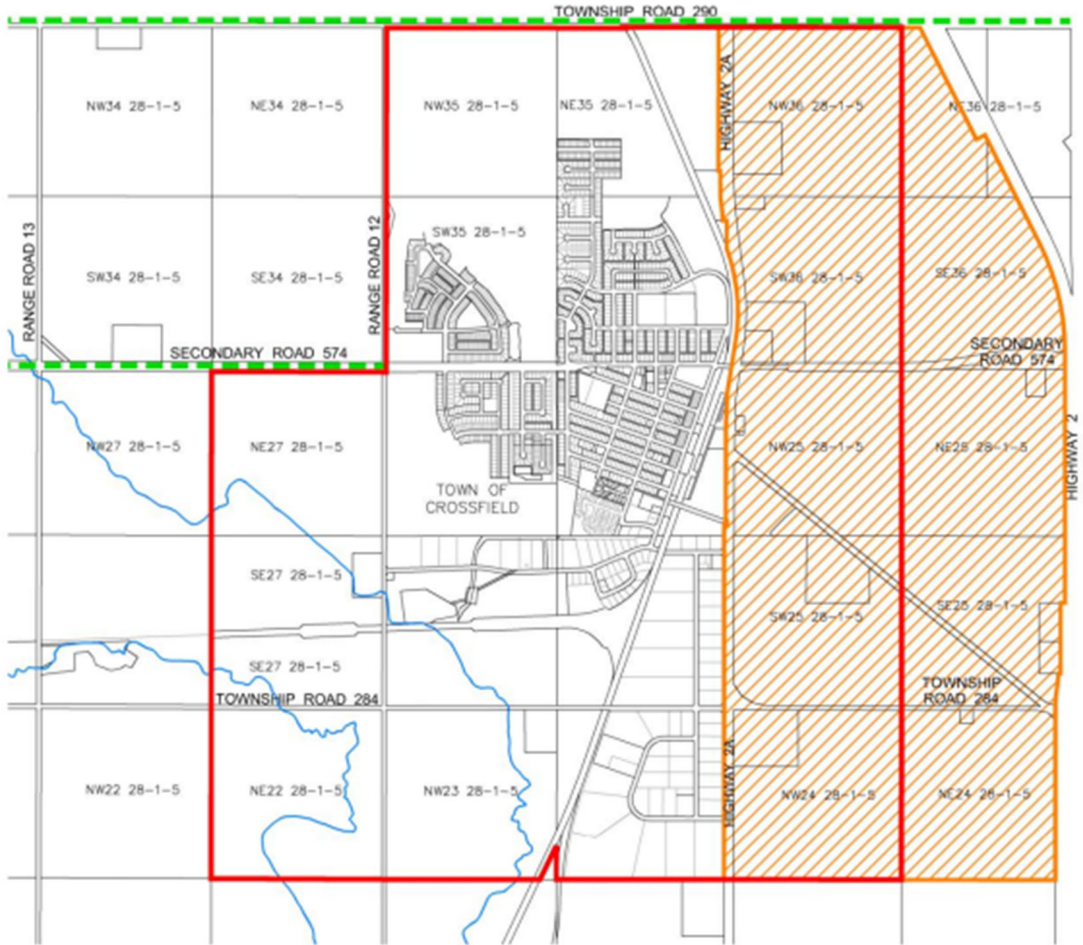
**Strategic Direction 2: To continue cooperating with organizations such as the Nose Creek Watershed Partnership, the Rocky View Foundation, local school jurisdictions, the Crossfield Agricultural Society, and the Crossfield Recreation Board to continually improve the quality of life in the Crossfield area.**



11.3.10 The Town of Crossfield shall pursue opportunities to collaborate with neighbouring municipalities and other stakeholders in the preparation and implementation of multijurisdictional sustainability plans and initiatives.


11.3.11 The Town of Crossfield shall demonstrate environmental stewardship in collaboration with the Nose Creek Watershed Partnership, and Rocky View County, by monitoring and assisting in the protection of water quality and flows, which may affect the major creeks that flow north and south from Crossfield.

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Figure 9  
Intermunicipal Planning



 Town of Crossfield Municipal Boundary  
 Major Road within Rocky View County jurisdiction

 Complimentary Area Structure Plans prepared by the Town of Crossfield and Rocky View County



Not to Scale

Town of Crossfield Municipal Development Plan  
November 2018

Figure 10 - Intermunicipal Planning

## 12.0 MDP IMPLEMENTATION AND ADMINISTRATION

### 12.1 Approach to Implementation

The MDP provides an overall framework to guide all planning and development decisions in Crossfield. Adopting policies, initiating programs, and executing projects that move the town closer to the Identity Statement and achieving the Desired Outcomes are what makes a plan successful.

Responsibility for implementation of the MDP rests with Town Council, committees of Council, Town administration, and through their active involvement in civic affairs, the residents and businesses of Crossfield. Decisions with respect to statutory plans such as ASPs and ARPs, Land Use Bylaw amendments, subdivisions, and development permits must conform to the policies of the MDP. Capital budgeting also provides the Town of Crossfield with a mechanism for implementing the MDP. Through regular budgeting processes, the Town should plan to make investments in infrastructure and other public improvements that will help to achieve the intent of this MDP.

Plans can often lose traction because implementation strategies either fail to acknowledge the real work that needs to occur once the plan has been completed, or they prioritize too many large, complex projects that require time and resources the Town does not have. The following embraces an incremental, iterative approach that makes meaningful progress toward bigger goals immediately with the resources the community has:

**1. Reinforce the Municipal Development Plan as the primary document to inform growth, development, and budget decisions.**

A well-run municipality has a unified perspective on its aspirations and desired outcomes, establishing a common language that brings people and perspectives together and aligns resources in a way that maximizes progress. This plan provides the framework that other plans, policies, and budgets should follow through the lens of strengthening Crossfield.

**2. Cultivate a resilient and self-sustaining local economy.**

Crossfield has a variety of assets and a central core that is ripe for entrepreneurship and small business growth that together provide the ingredients to grow a diverse workforce, strengthen the “downtown”, and establish larger businesses focused on target industries.

**3. Align development and budgeting with the community’s Identity Statement, Desired Outcomes, and Strategic Directives.**

As the gap between needs and available resources grows, it is important that the town invest its resources in projects that increase tax revenues, while limiting additional costs and infrastructure liabilities. Considering outcome-based budgeting can help establish this alignment and strengthen the effectiveness of budgeting moving forward.

#### **4. Focus quality of life improvements through a neighbourhood-centric approach.**

When quality of life improves, property values and municipal revenues increase, while the health, wealth, and social wellbeing of citizens also improve. Organizing and prioritizing ideas that come from citizens that are designed to make their neighbourhood incrementally better builds buy-in from the community and disperses leadership for making improvements beyond the local government.

## **12.2 Taking Action**

Implementation is the most important, yet one of the most difficult, aspects of the planning process. Without efforts toward implementation, direction within the plan may never be realized. The following actions have been derived from the goals and strategic directions outlined in each of the sections of the plan.

The future of Crossfield will be shaped and influenced based on how the MDP is administered, updated, and incorporated into decisions. Planning for the town's future should be a continuous process, updating and modifying the direction periodically to ensure the plan remains relevant.

This section organizes actions according to the direction from each of the chapters of the plan. This is not intended as a laundry list of "to-do" items, nor are they intended to all be undertaken simultaneously. The overall approach of implementation is to make meaningful progress with the resources available. This series of actions are intended to articulate incremental steps to help move the town towards the Desired Outcomes. These will be continually evaluated and prioritized by the town based on available resources and contextual change.

## **Land Use and Growth Management**

### **1. Administering the MDP**

- **Role of Council:** Council shall govern and make decisions in accordance with the policies of this MDP by:
  - Assigning responsibility, within the scope of Council's authority under the MGA, to the Town of Crossfield administration, development officer, committees, commissions, and boards for the administration and implementation of the MDP.
  - Initiating and overseeing the planning programs, budgets, recommendations, and activities necessary to administer and implement the MDP.
  - Consulting and seeking advice from all interested stakeholders.
  - Engaging the community in municipal decision-making.
  
- **Role of Administration:** The Town of Crossfield administration, including the development officer, shall implement the directives of Council in accordance with the policies of this MDP by:
  - Rendering decisions and approvals as delegated by Council.

- Reviewing planning applications and presenting recommendations on those applications to Council, the subdivision approving authority, the municipal planning commission, and the subdivision and development appeal board.
  - Enforcing the bylaws enacted by Council to implement the MDP.
  - Ensuring that all programs and activities necessary to administer and implement the MDP are carried out within the budgets set forth by Council.
  - Consulting and seeking advice from all interested stakeholders.
  - Implementing the community engagement programs required by Council.
- **Evaluating Consistency with the MDP:** Any existing statutory and non-statutory plans will be reviewed and updated to demonstrate its consistency with the new direction in the MDP.

## 2. Monitoring the MDP

- Evaluate and make minor updates to the MDP annually to retain its relevance.
- Evaluate and update the recommendations, the Land Use and Growth Management section, and any significant changes to the local context every five (5) years to reflect current conditions.
- Evaluate and update the Identity Statement, Desired Outcomes, and all elements of the MDP every ten (10) years.
- Develop a monitoring and performance management system to ensure effective oversight of growth, development, and municipal services to enable the town to understand the financial impacts of growth and development on its ability to sustainably deliver services.

## Environmental Stewardship and Sustainability

### 1. Inventory Environmentally Sensitive Areas

- Prepare a geo-spatial inventory for all environmentally sensitive areas throughout the town that establishes a baseline understanding that could support future natural asset management planning.

## Economic Development

### 1. Downtown Identity

- Create an identifiable and consistent brand image for downtown Crossfield.

### 2. Land Inventory

- Establish a registry of vacant lands within the downtown core that outlines lands available for economic development opportunities.

- Create priority development criteria to support the preparation of a development suitability geo-spatial analysis that would identify priority development areas.

### **3. Investment Readiness Strategy**

- Establish an investment readiness analysis that creates an inventory of marketable lands in the priority development areas based on the following
  - Topography.
  - Presence of environmentally sensitive areas.
  - Presence of physical constraints (i.e., railway, oil and gas pipelines or installations, etc.).
  - Undeveloped land (i.e., vacant parcels) or underdeveloped land (i.e., large parcels that have development on it but have the land use designation in place that could accommodate a higher intensity of use than what is already there).
  - Land use approvals already in place.
  - Adequate access to relevant transportation corridors.
  - Reasonable proximity to necessary municipal infrastructure.
  - Potential for on-site contamination.

## **Transportation**

### **1. Network Analysis**

- Establish street network connectivity standards that:
  - Encourage grid street network design.
  - Establish connections to adjacent development.
  - Align intersections.
  - Minimize dead-end streets.

### **2. Pedestrian Gap Analysis**

- Establish an annual program and budget allocations to identify and connect gaps in the pedestrian connectivity network (i.e., sidewalks and trails) as part of an incremental approach to improving connectivity of the network and accessibility to major destinations.
- Establish a walkability audit process of the pedestrian network to evaluate the following:
  - Connectivity gaps.
  - Repair priorities.
  - Accessibility deficiencies.
  - Ease of wayfinding signage.
  - Linkages to all key community facilities and destinations

### **3. Transportation Master Plan**

- Review and update the transportation master plan every 5 years or for major initiatives such as annexation.

## **Services and Utilities**

### **1. Infrastructure Finance**

- Review and update off-site levies to ensure the costs of growth are fairly allocated.

### **2. Asset Management**

- Ensure a sustainable approach to the operation, maintenance, and replacement schedule of existing infrastructure by requiring the preparation of asset management plans that support decision-making in yearly budget processes for operational and capital funding.

### **3. Water, Wastewater and Stormwater Master Plans**

- Review and update the water, wastewater and stormwater master plans every 5 years or for major initiatives such as annexation.

## **Social Development and Community Services**

### **1. Parks Inventory**

- Prepare an inventory of all parks and open spaces that articulates their location, function, and relevance as well as identifying potential gaps in the system according to their following function:
  - Neighbourhood parks: smaller in scale that focus on serving the needs of the immediate neighbourhood residents (i.e., small open space, minimal playground programming, and seating areas for small-scale social gatherings).
  - Community parks: larger in scale, attracting residents from throughout the community that meet a wider range of community recreation and social needs.
  - Specialized parks: targeted to specific types of users (i.e., skate park, splash park, dog park, etc.), though these may be part of a larger community park, which should be articulated.
  - General open space: natural areas that serve as gathering spaces to enjoy community specific views or access to nature.
  - Community gathering places: programmed spaces within the Central Core that invite social interaction.

## Cultural Heritage

### 1. Site Inventory

- Identify key character buildings in the downtown core to support potential incentive programs that would retain buildings worthy of heritage consideration.

## Intermunicipal and Regional Cooperation

### 1. Intermunicipal Planning

- Continue to engage with Rocky View County on the implementation and periodic review and update of the intermunicipal development plan.

### 2. Community Conversations

- Develop and public communication and engagement framework and toolkit to guide community engagement processes.
- Establish yearly community conversations to celebrate the ongoing implementation of the MDP and take stock of what matters most to the community.

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## 13.0 GLOSSARY

**1:100-year flood plain** means an area of flat land surrounding a stream that becomes submerged when the stream overflows its banks, and which has been calculated to convey flood water where a flood is expected to be equaled or exceeded every 100 years on average.

**Active ground-floor** means the design and use of the ground level of a building to encourage activity, interaction, and engagement with the public realm. The goal is to enhance the urban environment by making it more vibrant, accessible, and attractive to people. This typically includes features such as storefronts with glazing, cafes that spill out into public realm, public art, and other amenities or building design that invite pedestrian traffic and create a lively streetscape.

**Adaptive re-use** means process of repurposing existing buildings or spaces for new uses while retaining their historical, architectural, or cultural significance.

**Adjacent municipality** means a municipality that shares a common boundary with any other municipality. Affordable housing means both subsidized and non-subsidized housing provided for people with low income or limited means to buy or rent properties on the open market.

**Affordable housing** refers to housing that costs less than 30% of a household's before-tax income (Canada Mortgage and Housing Corporation).

**Act or Municipal Government Act or MGA** means the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended. Apartment building means a building with a number of self-contained housing units. Architectural guidelines mean guidelines intended to ensure design continuity in the context of the local community, neighbourhood, or street, while maintaining a number of architectural styles to offer variety and unique identity.

**Area Redevelopment Plan** means a statutory plan adopted by the Municipality in accordance with the Municipal Government Act for an area of the Municipality and for the purpose of any or all of the following:

- a. preserving or improving land and buildings in the area;
- b. rehabilitating buildings in the area;
- c. removing buildings from the area;
- d. constructing or replacing buildings in the area;
- e. establishing, improving or relocating roads, public utilities or other services in the area; or
- f. facilitating any other development in the area.

**Area Structure Plan** means a statutory plan adopted by the Municipality in accordance with the Municipal Government Act for an area of the Municipality for the purpose of providing a framework for subsequent subdivision and development of the area.

**Artificial wetland** means artificially created ponds that would not qualify as ecologically significant.

**Balanced growth** means balancing residential, commercial, and industrial growth to achieve fiscal, economic, and community sustainability.

**Best Management Practices** for stormwater management means a method by which adverse stormwater impacts from development or redevelopment, including but not limited to the release of pollutants into water, are controlled through the application of schedules of activities, prohibition of practices, maintenance procedures, structural protocols, and managerial practices.

**Block Length** refers to the measured distance between intersections, where the centerlines of the roads intersect.

**Broken Windows Theory** means a theory of crime prevention that advocates for rigorous enforcement of penalties for minor crimes in order to prevent an atmosphere in which more serious criminal behaviour is able to flourish, based upon claims that if disorderly behaviour in a community goes unaddressed, then it signals that nobody cares about the community, resulting in citizen fear and more serious disorder and crime.

**Built Green** means a system to categorize the level of environmentally sustainable construction in buildings, which is promoted by Built Green Canada.

**Business taxes** means taxes that businesses pay to local governments, not including any property taxes that business property owners may be liable for paying to local governments.

**Canada Green Building Council** means an organization that promotes environmentally sustainable building standards such as LEED.

**Capital budgeting** means a method for evaluating investment proposals to determine whether they are financially sound, and for allocating limited capital resources to the most desirable proposals.

**Citizen engagement** means an interactive process of deliberation among citizens, to contribute meaningfully to public policy decisions in a transparent and accountable manner.

**Commercial development** means development that includes activities intended for either the sale of goods or the provision of services, or both.

**Community sustainability** means the condition of a community in which the diverse needs and aspirations of its existing and future residents are met, in a manner that is sensitive to the natural environment, that manages long term resources, and that contributes to a high quality of life.

**Core need** means the situation of a household that spends more than 50% of its income on shelter costs.

**Council** means a body of elected officials who exercise duties and powers as legislated by the province. In this document, "council" refers to the Council of the Town of Crossfield.

**Council committee** means a committee that may consist entirely of councillors, a combination of councillors and other persons, or subject to section 154(2) of the MGA, entirely of persons who are not councillors, who are officially delegated to perform functions such as researching, considering, reporting, or acting on municipal matters.

**County** means a municipal district in accordance with the provisions of the Municipal Government Act.

**Crime Prevention Through Environmental Design (CPTED)** means a multi-disciplinary approach to deterring criminal behaviour through environmental design, which relies upon the ability to influence offender decisions that precede criminal acts, mostly within the built environment.

**Crossfield Sustainability Plan** means the non-statutory plan adopted by the Town of Crossfield Council in 2009, as may be amended from time to time, which is based upon extensive community engagement and which includes the expression of a community vision, sustainability principles, and action plans.

**Cul-de-sac** means a street or passage that is closed at one end, creating a dead-end with a turnaround area.

**Cultivated Wetland** means wetlands on the upland that have been recently cultivated and which would not qualify as ecologically significant because of that cultivation. Developed (development) means:

- a. an excavation or stockpile and the creation of either of them; or
- b. a building or an addition to, or replacement or repair of a building and the construction or placing in, on, over or under land of any of them; or
- c. a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building; or
- d. a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building.

**Curvilinear block pattern** means a network where streets and blocks are arranged in a winding, non-linear fashion, often following the natural topography of the land and is designed to create a more organic, aesthetically pleasing neighbourhood, aiming to enhance visual interest, reduce traffic speeds, and provide a more intimate, pedestrian-friendly environment.

**Developer** means an individual or entity responsible for subdividing, servicing, or constructing land or buildings for development.

**Detention area** means a designated space designed to temporarily hold and manage stormwater runoff.

**Development constraints** means conditions that hamper development in a particular area.

**Development Officer** means:

- a. the person designated by bylaw as a Development Officer pursuant to this Land Use Bylaw; or
- b. where a Municipal Planning Commission or Subdivision and Development Appeal Board is authorized to act as Development Officer, the Municipal Planning Commission; or
- c. where a Municipal Planning Commission or Subdivision and Development Appeal Board is authorized to act as the Development Officer, in addition to a person appointed as a Development Officer, either or both of them.

The expression **Development Authority** has a corresponding meaning.

**Development permit** means a document authorizing a development, issued by the Development Officer or the Municipal Planning Commission pursuant to this Bylaw or any other legislation authorizing development within the Town of Crossfield and includes the plans and conditions of approval.

**Eco-industrial development** means business development that achieves improvements in the productivity of human and natural resources, and which encourages efficiency, conservation, locally generated energy, sustainable land use, and sustainable design.

Emergency services means a use:

- d. Intended for the purpose of providing municipal or provincial emergency services, including, but not limited to police, fire and emergency medical services, and
- e. which may include associated buildings or structures.

**Environmental reserve** means reserve lands to be owned by a municipality, which the municipality may require a subdivision applicant to provide, for lands defined in the MGA as:

- a swamp, gully, ravine, coulee or natural drainage course,
- land that is subject to flooding or is, in the opinion of the subdivision authority, unstable, or a strip of land, not less than 6 metres in width, abutting the bed and shore of any lake, river, stream or other body of water for the purpose of preventing pollution, or providing public access to and beside the bed and shore

**Extended care facilities** mean facilities designed:

(1) to aid patients who have been hospitalized but no longer need the full complement of hospital services or (2) to serve those who are not acutely ill but who require skilled care.

**Fiscal responsibility** means the requirement for municipalities set forth in the MGA that municipalities must balance budgets and may not carry deficits.

**Flood-proofing** measures means the process of protecting a building from flood damage on site, which can be divided into wet and dry flood proofing.

**Geotechnical** means aspects of or related to the soil and bedrock, especially as they may affect foundations and earthworks.

**Geothermal power** means the harnessing of heat from beneath the earth's surface to generate electricity with virtually no emissions, using subterranean steam or hot water to turn turbines that produce electricity.

**Green roof** means a roof of a building that is partially or completely covered with vegetation and a growing medium. It may also include additional layers such as a root barrier and drainage and irrigation systems.

**Green wall** means a wall, either free-standing or part of a building, that is partially or completely covered with vegetation, and in some cases, soil or an inorganic growing medium.

**Grid block pattern** means a network of intersecting streets that form a regular, rectangular grid of blocks designed to facilitate easy navigation, maximize land use efficiency, and promote connectivity and accessibility.

**Guidelines** means statements of planning intent that are more detailed than policies, but not as strict as rules and regulations.

**Heritage resources** means archaeological or historic sites, burial sites, artifacts and other objects of historical, cultural or religious significance, and historical or cultural records.

**Historic Resources Act** means an act passed in Alberta in 1973 based on the need to preserve and study historic resources.

**Historic resources impact assessment (HRIA)** means an impact assessment undertaken when, in the opinion of the Minister of Alberta Culture and Community Spirit, an activity will or likely will result in the alteration, damage or destruction of a historic resource.

**Hydrogeological** means the distribution and movement of groundwater in the soil and rocks of the earth's crust (commonly in aquifers).

**Impact analysis** means the determination of the effect that a change to a function or component will have to other functions or components as well as to other systems.

**Industrial development** means development including manufacturing, processing, fabrication, storage, distribution, or other intensive or extensive business activities that provide significant employment and economic development for the community.

**Infill** means the development or redevelopment of vacant, underutilized, or obsolete parcels of land within existing developed areas, in order to optimize land use and make better use of existing infrastructure and resources.

**Infrastructure** means the services and facilities for which the municipality has capital investment and maintenance responsibilities, including roadways, sidewalks, bridges, street lights and traffic signals, transit buses, solid waste management systems, potable water distribution systems, storm sewers, sanitary sewers, sports fields, playgrounds, arenas, pools, police and emergency response stations, vehicles and equipment, civic buildings, parks, boulevard trees and computer and telecommunications equipment.

**Intensive Livestock Operation** means a system of modern animal farming designed to yield the most meat, milk, and eggs in the least amount of time and space possible.

**Intermunicipal Development Plan (IDP)** means a statutory plan adopted by two or more municipal Councils in Alberta to include specified areas of land lying within the boundaries of both municipalities, which must include procedures to resolve any conflicts between the municipalities.

**Land Use Bylaw** means a bylaw of the municipality passed by Council as a Land Use Bylaw pursuant to the provisions of the Municipal Government Act and intended to control and regulate the use and development of land and buildings within the municipality.

**Land use plan (land use map)** means a public document that sets aside different areas for different uses, and describes what activities are permitted or not permitted in specific areas.

**Land use redesignation** means a statutory decision of a municipal Council, often referred to as re-zoning, which legally changes the acceptable uses for specific parcels of land.

**LEED (Leadership in Energy and Environmental Design)** means a system to categorize the level of environmentally sustainable construction in buildings.

**Local improvement bylaw** means a municipal bylaw approved in accordance with Division 7 of the MGA for the purpose of implementing local improvements and collecting local improvement taxes to fund such local improvements.

**Master drainage plan** means a plan to address the current and future drainage needs of an area, having due regard for water management goals that may be established in studies at a watershed scale.

**Municipal Development Plan** means a plan adopted by Council as a municipal development plan pursuant to the Municipal Government Act.

**Municipal Historic Resource** means historic resources that are considered to be of municipal importance, that are designated as such by the municipality, and which may be listed on the Canadian Registry of Historic Places subject to the municipality submitting the proper documentation.

**Municipal Planning Commission or MPC** means the Town of Crossfield Municipal Planning Commission as established by Bylaw.

**Municipal reserve, municipal and school reserve, and school reserve**, means reserve lands to be owned by a municipality, which the municipality may require a subdivision applicant to provide, up to ten percent of the developable area, for park, recreation, or school authority purposes (designated MR for municipal reserve, MSR for municipal and school reserve, or SR school reserve).

**Natural environment** means self-sustaining areas with native vegetation, water, or natural features. Non-government organization means a legally constituted organization that operates independently from any level of government.

**Non-contributing park space** means isolated spaces which have no real connection to the community, nor do they connect with another type of open space. Non-contributing green space includes utility strips, grassed intersections, left-over green space, awkward locations and spaces too small for meaningful public use.

**Non-statutory plans** mean plans that are similar in scope to statutory plans, but which are approved through Council resolutions and may include Neighbourhood Structure Plans, land use policies, architectural guidelines, and policy statements.

**Off-site levy** means a development levy that a Council may impose by bylaw in accordance with the MGA to be used to pay for capital costs, such as water storage, treatment, or supply facilities, sanitary sewage facilities, storm sewer, or roads, which may not be located on the subject development site but which would directly or indirectly benefit the subject development.

**Physical planning** means a form of urban land use planning which attempts to achieve an optimal spatial coordination of different human activities for the enhancement of the quality of life.

**Planning approvals** means the exercise of municipal authority to approve land use redesignations, subdivisions, and development permits.

**Pocket park** means a small, accessible public space, that provides green space, seating, and or recreational opportunities (e.g., playground, gazebo etc.) within the neighbourhood, servicing as an intimate, community-oriented spaces for relaxation, and community gathering/socializing.

**Policy** means an official plan of action adopted by an individual or group, which for land use plans adopted by municipalities in Alberta can be distinguished as either statutory plans (MDPs, ASPs, or IDPs) or non-statutory plans.

**Provincial Historic Resource** means the highest level of designation for Alberta's historic resources, which are deemed to be of province-wide significance and for which any changes to the sites or buildings require the written permission of the Minister of Culture and Tourism.

**Public health and safety** mean the overall well-being of the people in a community.

**Public realm** means the spaces that are open and accessible to the public. This includes streets, parks, plazas, sidewalks, and other communal areas where people can gather, move, and interact.

**Rainwater harvesting** means the accumulation and storing of rainwater, which can be used to provide drinking water, water for livestock, water for irrigation or water to refill aquifers through groundwater recharge.

**Redevelopment levy** means a levy that may be imposed on an applicant for a development permit in a redevelopment area, in accordance with an ARP, municipal bylaws, and the MGA.

**Regional commercial development** means significant office and retail commercial development outside of predominantly residential neighbourhoods, which cater to large trade areas.

**Registered Historic Resource** means the second level of designation for Alberta's historical resources, which are generally considered to be of local or regional significance, and for which the owners of such resources are required only to notify the Minister of Culture and Tourism ninety (90) days in advance of effecting any change to the resources.

**Residential development** means development that includes all manner of dwellings and associated uses intended for habitation by persons. Right-to-farm legislation means laws that are intended (1) to strengthen the legal position of farmers when neighbours sue them for private nuisance or (2) to protect farmers from antinuisance bylaws and unreasonable controls on farming operations.

**Rules and regulations** mean clear, unambiguous standards (such as maximum and minimum standards) laid out in bylaws, such as a Land Use Bylaw.

**Rural anthropogenic** means habitats in a rural setting that would not qualify as ecologically significant because they have been significantly altered by human activities, including windbreaks, areas of non-native vegetation, buildings and farmyards.

**School Division** means a geographic division over which a school board has jurisdiction, in accordance with the provisions of the Alberta School Act and the Municipal Government Act.

**Secondary Suite or Accessory Dwelling Unit** means a a self-contained living space located on the same property as a primary residence. It is typically smaller than the main dwelling and includes essential amenities such as a bedroom, bathroom, and kitchen. These units have a separate entrance and can be situated within the main house, attached to it, or in a separate structure on the property. dwelling unit:

accessory to and smaller than the dwelling defined for principal use;

that cannot be above grade in the dwelling defined for principal use;

that does not exceed 70 m<sup>2</sup> (753.47 sq. ft) in gross floor area, excluding areas covered by stairways;

~~consisting of a bedroom(s), bathroom, and kitchen developed to Alberta Building Code standards, which are physically separated from those of the principle dwelling, but are contained within the same property;~~

~~that has an entrance separate from the entrance to the principal dwelling, either from a common indoor landing/foyer or directly from the exterior of the structure;~~

~~that has a private amenity space located outside and which is a minimum of 7.5 m<sup>2</sup>, (80.7 sq. ft) with no dimension being less than 1.5 m (5 ft.) This space may be provided in the form of a balcony, deck or patio; and~~

~~that has a rear or side yard laneway access.~~

**Semi-detached housing/dwelling** means a building that contains two side-by-side dwelling units on a parcel, separated by a vertical fire wall. It is designed to provide two dwelling units, each with separate entrances at grade. a building:

~~that contains two (2) side-by-side dwelling units on a parcel separated by a vertical fire wall;~~

~~that is designed for the purpose of providing two (2) dwelling units; and~~

~~that contains separate entrances at grade for each dwelling unit.~~

**Semi-native grassland** means remnant grassland containing native plant species within a matrix of non-native grasses, where a number of species indicative of native grassland are not present.

**Serviced land** means land that has been serviced with municipal sewer or water services.

**Single-detached housing/dwelling** means a building that has a permanent structure on a permanent foundation, containing only one dwelling unit. It may include a dwelling and or a secondary suite, and is used for no other purpose except as otherwise allowed in the Bylaw. a building that has a permanent structure on a permanent foundation:

~~which contains only one (1) dwelling unit,~~

~~which may include a dwelling, secondary suite, and~~

~~except as otherwise allowed in this Bylaw, is used for no other purpose.~~

**Site assembly** refers to the process and assistance involved in acquiring and consolidating multiple parcels of land to create a single, larger site suitable for development.

**Social development** means a commitment to individual well-being and volunteerism, and the opportunity for citizens to determine their own needs and to influence decisions which affect them.

**Sour gas** means natural gas containing relatively large amounts of Sulphur or Sulphur compounds, which is commonly found in deep, hot, high pressure natural gas deposits, such as those in the eastern slopes and foothills of the Rocky Mountains.

**Statutory plan** means a Municipal Development Plan, Intermunicipal Development Plan, an Area Structure Plan or an Area Redevelopment Plan adopted by a bylaw of the Municipality, or any one or more of them.

**Stream complex** means shallow stream valley habitat complexes comprising wetlands, woodland and shrubbery, stream channels, and non-native grass connections.

**Subdivision** means the creation or separation of new titled parcels of land from an existing parcel of land, which may sometimes be referred to as the parent parcel.

**Subdivision and development appeal board** means a body appointed by a municipal Council in accordance with the MGA to hear appeals of decisions made by a development officer or subdivision authority.

**Subdivision and development regulations** means regulations promulgated by the Lieutenant Governor in Council under section 694(1) of the Alberta MGA.

**Subdivision approving authority** means a body or person legally empowered by a municipal Council to make subdivision decisions.

**Sustainable development** means development that meets the needs of the present without compromising the ability of future generations to meet their own needs.

**Tall shrub** means native tall willow shrubbery occurring at woodland or wetland edge.

**Tax increment financing** means a financing tool used by municipalities and other development authorities to finance the costs of developments such as housing or public improvements, in designated underdeveloped areas, by which the municipality can provide initial funding for investments by borrowing against the additional tax revenue expected after completion of the improvements.

**Terminating vista** means a design approach where a specific view or sightline is intentionally ended or framed by a prominent building, monument, or landscape element. This technique is used to create a focal point, enhance visual interest, and provide a sense of closure or destination.

**Top of bank** means the uppermost part of the terrain alongside the bed of a river, creek or stream.

**Townhomes (or Townhouse)** means a variety of residential buildings where individual houses lining a street share adjacent walls in common and have continuous stretches of roof.

**Traffic calming** means a set of transportation design interventions, such as speed bumps, roundabouts, ~~narrowed streets~~ **modified cross sections**, curb extensions, and raised crosswalks, aimed at reducing vehicle speeds and improving safety for pedestrians, cyclists, and other road users to create safer, more livable streets.

**Transportation impact assessment** means a tool used to analyze traffic generated by proposed developments with either new access or increased use of existing access points.

**Universal Design** means design that makes a building accessible to as many people as possible, including but not limited to older people and those with physical handicaps.

**Urban anthropogenic** means habitats in an urban setting that would not qualify as ecologically significant because they have been significantly altered by human activities, including areas of non-native vegetation, residential areas, buildings and roads.

**Utilities** means either (1) municipal and regional utilities such as water and sanitary sewer or (2) "shallow" utilities such as gas, telephone and electric.

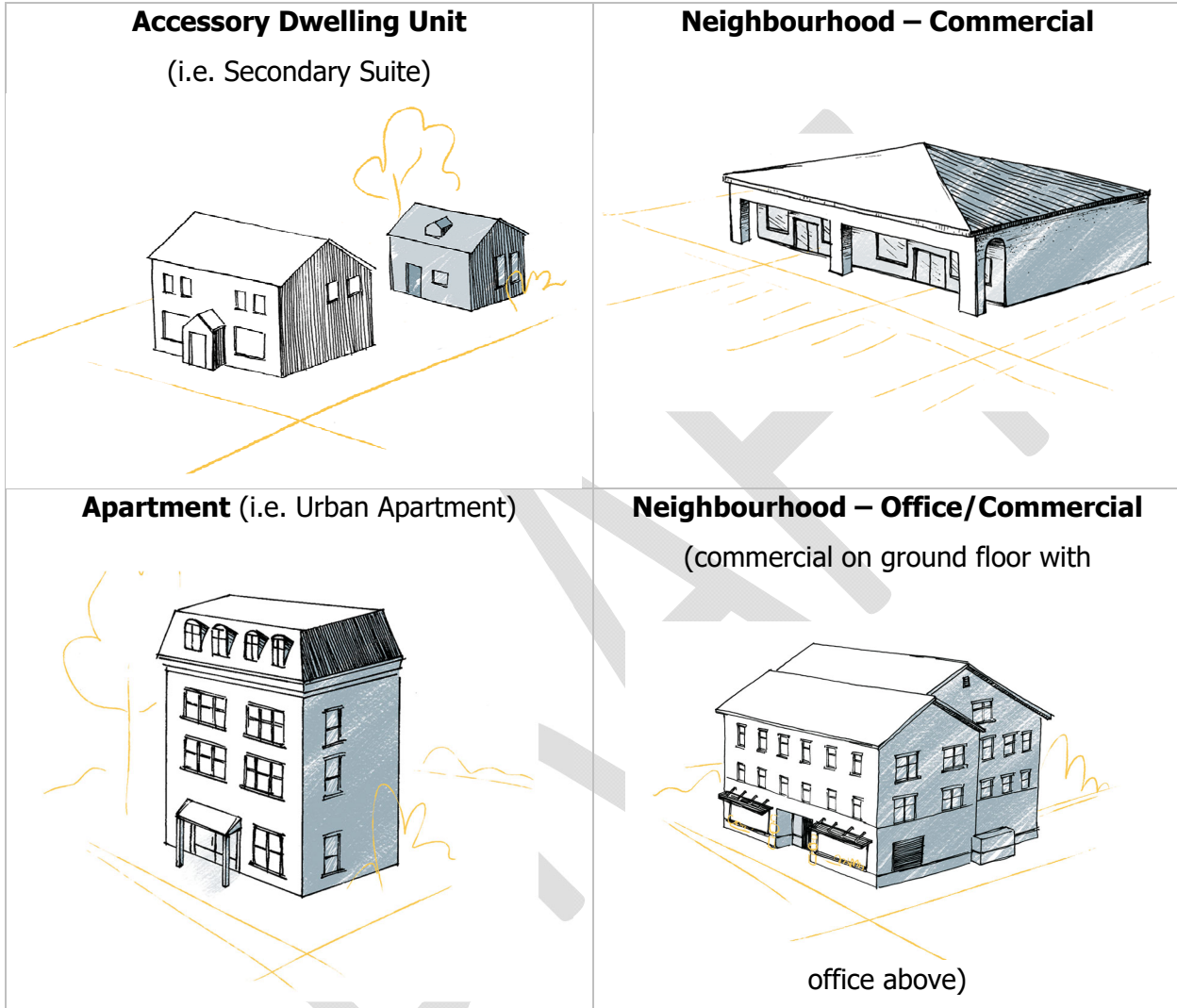
**Wetland** means natural wetlands on the upland, including areas where all or portions of the wetland have been cultivated in the past.

**Woodland** means native woodland with variable native to non-native understory vegetation.

DRAFT

## 14.0 BUILDING TYPOLOGIES GLOSSARY

**14.0** The images provided are not representative of specific design requirements as outlined in the MDP and or associated regulatory or policy documents. The images are for illustrative purposes only, to demonstrate the differences between the building forms.



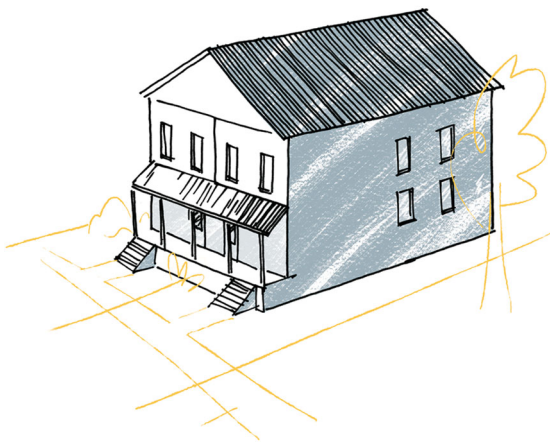
**Courtyard Garden Apartment**



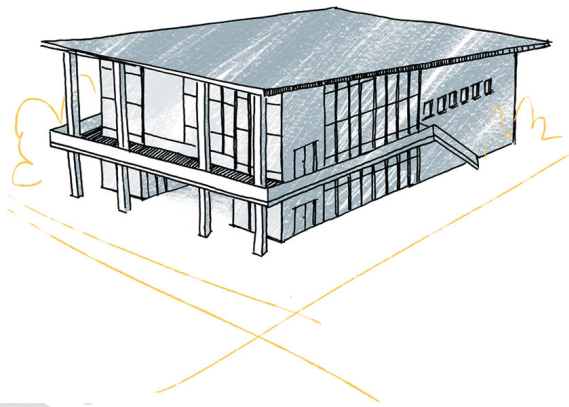
**Neighborhood - Mixed Use** (commercial on ground floor with residential above)



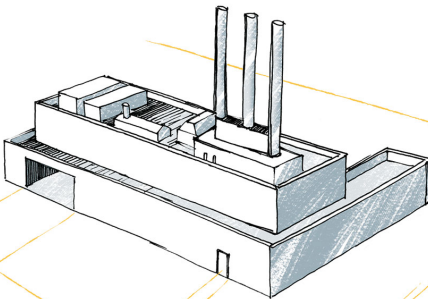
**Duplex / Semi-detached**



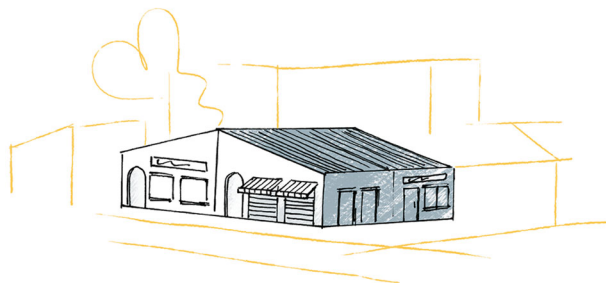
**Regional - Office/Commercial**



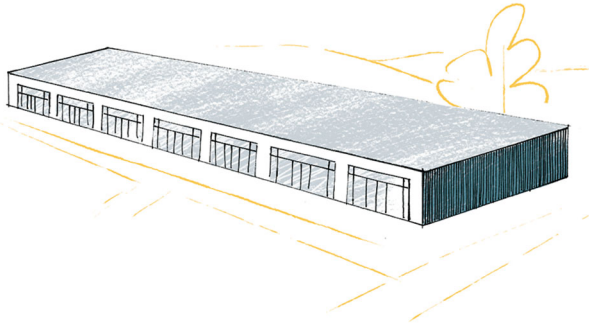
**Heavy Industrial**



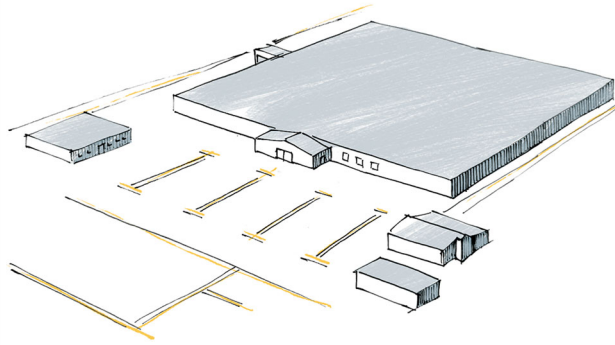
**Regional - Mixed Use**



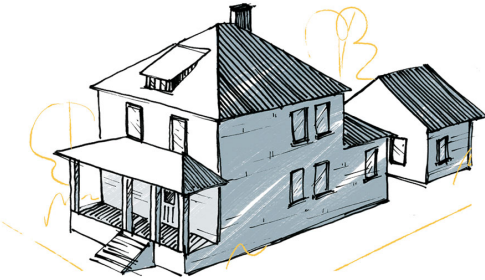
**Light Industrial – Flex Space**



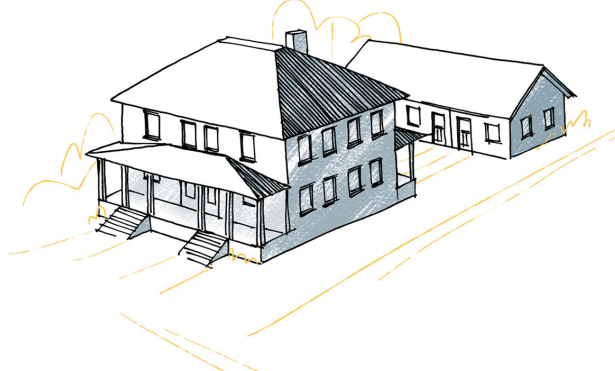
**Regional – Shopping Centre**



**Single-detached - Small Parcel**



**Triplex-Fourplex**



**Townhouse**



## **15.0 APPENDIX – PLAN REQUIREMENTS**

The following section outlines the specific requirements for Neighbourhood Structure Plan (NSP) and Concept Plan. This section also provides a non-exhaustive list of technical studies or supporting information that may be required for development applications, which includes the preparation of an Area Structure Plan (ASP). An Area Structure Plan is required for comprehensive development of lands that exceed one (1) quarter section.

### **Terms of Reference for Plan Requirements**

The Municipal Development Plan (MDP) establishes the framework for long-term growth and development within the municipality. As part of this process, Council holds the responsibility for determining and approving the Terms of Reference for all required statutory plans, including Area Structure Plans (ASP) and Neighbourhood Structure Plans (NSP).

Council will assess the need for statutory plans based on planning principles, land use priorities, and community objectives. Once the specific Plan is deemed necessary, the Terms of Reference will outline key components such as:

- Scope and Purpose of the plan
- Land Use and Development Guidelines
- Infrastructure and Servicing Considerations
- Community Engagement and Consultation Process
- Implementation and Monitoring Framework

By approving these terms, Council ensures statutory plans align with municipal policies and growth strategies, providing clarity and direction for landowners, developers, and stakeholders.

**Please note:** a Terms of Reference adopted by Council is not necessary for proposed Neighbourhood Structure Plans that are within an adopted Area Structure Plan.

## **15.0**

### **15.1 Neighborhood Structure Plan (NSP)**

Neighborhood Structure Plans (NSPs) are statutory documents under an Area Structure Plan (ASP) and must be adopted by bylaw ~~or resolution to support land use redesignations for proposed development that exceeds 20 acres and is equal to or less than one (1) quarter section~~. NSPs provide detailed land use direction, subdivision design, and development guidance to Council, administration, and the public. To ensure the opportunity for public input, the Town must choose to adopt a Neighborhood Structure Plan through bylaw with a public hearing. The

requirements for a Neighborhood Structure Plan submission are outlined below. There may be additional requirements for particular development proposals or for development on specific lands. The developer is therefore requested to meet with Town Staff to review and finalize the terms of reference for a proposed development.

- **Description of the proposal (vision, etc.)**
  - Purpose: why has this proposal been prepared?
  - Community vision
  - Alignment with relevant Town policies, including the Municipal Development Plan
  - Describe how the proposed development integrates with the current and anticipated future use of surrounding lands, and outline any measures implemented or planned to mitigate potential conflicts (e.g., development adjacent to a railway, major road, commercial/industrial site, or other potentially conflicting land uses).
- **Site context**
  - Describe the area and regional context (if applicable)
  - Landownership map
  - Table showing legal description, size and ownership of each parcel
- **Site conditions**
  - Existing and adjacent land uses
  - Existing on-site developments including well sites
  - Existing rights of ways, power transmission lines, rail lines, and other such infrastructure
  - A map and description of natural areas, including treed areas, watercourses, other bodies of water, and steep slopes (over 15%). Where applicable, the top-of-the-bank of a watercourse or other body of water should be identified. Contours are required at intervals not exceeding 1 metre (3 feet).
  - Outline grading requirements to support stormwater management and development feasibility.
- **Phasing plan**
  - A plan demonstrating how the development will be executed over time based on considerations such as infrastructure, access, environmental assessments, market conditions etc.
- **Proposed Development Concept**
  - Land use(s) proposed, broken down by area
  - Identify neighbourhood nodes, mixed-use areas, and residential density distributions.
  - Size of lots proposed
  - Location of proposed roads
  - Location of utility requirements
  - A Park Concept Plan which details all planned parks for the area, and identifies park features, amenities, and structures.

- Identify any reserve dedications (Environmental Reserve, Municipal Reserve) including the reasons why such areas have been set aside and the improvements that are planned for the areas.
- Identify proposed road access to the proposed development area
- Include proposed road network
- **Transportation**
  - Identify road upgrades and or intersection improvements necessary to safely accommodate increased traffic from the development.
  - Provide a connectivity analysis highlighting street connections and active transportation modes.
  - Identify road classifications and provide roadway cross sections.
  - Identify any road right-of-way dedication required for future widening or other improvements as part of the proposed development.
  - The developer will be responsible for all or part of the costs of any road improvements that the Town and/or Alberta Transportation may deem necessary.
- **Servicing**
  - Prepare a servicing strategy that identifies the potable water, wastewater and stormwater infrastructure requirements necessary to support the development. The servicing strategy will identify anticipated improvements to existing infrastructure.
- **Environmental**
  - For all multi-lot developments, the developer should undertake a biophysical assessment before preparing a proposed development concept for the site.
- **Public Consultation Strategy**
  - A minimum of one interactive open house shall be included as part of the proposal. This may be virtual if in-person is not feasible, to be determined with the Town.
  - The applicant shall provide a detailed public consultation strategy outlining the level of public participation, the method(s) of feedback collection, and process for evaluating responses (e.g. What We Heard Report) at least 3 weeks ahead of the planned open house. The proposed consultation must be in accordance with the Town's public engagement policies, but the specific scope and additional requirements can be determined in consultation with the Town.
- ~~**Statutory and Non-Binding Components**~~
  - ~~Clearly distinguish which part(s) of the NSP are statutory, and which are non-binding. Appendices are understood to be non-binding. The NSP must also specify that an area, symbol, or figure shall be interpreted as approximate unless it coincides with a fixed and clearly defined legal or physical boundary such as a property line or utility right-of-way.~~

## 15.2 Concept Plan

A concept plan is a high-level plan that illustrates the long-term vision for development of a large parcel, urban block or site that may be complex, contain multiple buildings or involve several parcels, involve mixed use or need to further demonstrate integration with the community. This is a non-statutory plan adopted by Council resolution. The Concept Plan shows how a place will function and the proposed look and feel of the development based on the integration of land uses, streets, open space and buildings. A Concept Plan will also demonstrate how a development or land use proposal aligns with Town policies and demonstrate the principles of a development vision. The specific scope of the Concept Plan is to be determined with Town Administration, and may include;

- a description of the proposed project and phasing
- a description of alignment with relevant policy documents
- site plans with details of all development on the project site
- building elevations and placement
- details such as landscaping, lighting, parking and architectural treatments
- supporting technical information pursuant to Section 15.3.

## 15.3 Technical Requirements and Supporting Information Required

The following reports, studies information etc. may be required to support an Area Structure Plan, Neighbourhood Structure Plan, land use redesignation and or subdivision application within Town. There may be some additional requirements for particular development proposals or for development on specific lands. The developer is therefore requested to meet with Town Staff to review and finalize the terms of reference for a proposed development.

- **Geotechnical Report**
  - To evaluate the subsurface soil, rock, and groundwater conditions at a proposed development site and determine the site's suitability for construction and to provide essential data for designing foundations and other structural elements.
  - The study should assess soil stability, bearing capacity, and potential hazards such as erosion, flooding, or slope instability and should conclude with recommendations for foundation design, site preparation, and any necessary mitigation measures to ensure safe and stable construction.
- **Transportation**
  - A Transportation Impact Assessment (TIA) to evaluate the effects of a proposed development on the existing transportation network and identify potential impacts on traffic flow, road capacity,

and overall transportation infrastructure, including any necessary infrastructure and or intersection upgrades that will be required as a result of the increased traffic generated by the proposed development.

- Details on active transportation connectivity include sidewalks, pathways and trails
- **Stormwater Management Plan**
  - Plan prepared by a qualified professional to assess what drainage improvements will be required to control and properly manage runoff in terms of both water quantity and quality.
- **Servicing Study**
  - Water: An assessment of the existing water supply infrastructure, projected water demand from the development, fire suppression requirements and any required on-site or off-site water infrastructure needed to support the proposed development.
  - Sanitary: an analysis of the current sewer infrastructure, projected sewage flows from the development, and any require on-site or off-site wastewater infrastructure needed to support the proposed development. It should also address potential impacts on downstream infrastructure and propose mitigation measures if needed.
- **Environmental**
  - **Environmental Site Assessment (ESA)**
    - Phase I ESA required to evaluate the environmental condition of a property and identify any potential contamination or environmental liabilities, and should include a detailed analysis of historical records, site inspections, and, if necessary, soil and groundwater testing.
    - A Phase II ESA is typically required when a Phase I ESA identifies Recognized Environmental Conditions (RECs) or suggests the potential for environmental contamination.
  - **Biophysical Impact Assessment (BIA)**
    - Must be prepared by an environmental scientist or another qualified professional and should identify and evaluate the environmental significance and sensitivity of existing vegetation, wetlands, other water features, wildlife habitats, and unique physical features.
    - Additionally, it should provide recommendations regarding the protection of significant or sensitive features, ways to avoid or mitigate risks, project limitations and any further recommended studies or monitoring.
- **Historical Resources**
  - A Historical Resources Impact Assessment (HRIA) may be required by Alberta Culture and Tourism if the development is proposed in an area containing or having the potential for significant historic resources.

- The Department must be contacted to determine if an assessment is necessary. Where an assessment is required by provincial legislation, the investigation shall be undertaken to the satisfaction of the Department
- **Fiscal Impact Assessment (FIA)**
  - A comprehensive analysis that estimates the financial impact of a proposed development, and considers both the costs incurred by the municipality to provide necessary services and infrastructure and the revenues generated from the development, such as property taxes and fees.
  - The specific terms of reference for the FIA, including the scope and required content, will be determined by the Town on a project-by-project basis to ensure that all relevant factors are considered.

## **15.4 Calculating Density**

**Gross Developable Area** is determined by subtracting all non-developable lands (e.g., environmental reserves, expressways, railways, and other constraints) from the Gross Total Area (all land) of the plan area.

**Gross Residential Area** is calculated by subtracting regional land uses from the Gross Developable Area. Regional land uses include regional open spaces, major commercial centres (greater than 4 hectares or 10 acres), major institutional facilities, senior high schools, industrial areas, public lakes, water bodies, and other non-residential regional uses.

- *What is Included in the gross residential area?*

- Residential lots (single-family, multi-family, townhomes, etc.)
- Roadways and sidewalks within the development
- Parks and open spaces designated for residential use
- Stormwater management areas (if integrated into the residential layout)
- Community amenities like schools or recreation centers

**Gross Residential Density** is expressed as the total number of residential units divided by the Gross Residential Area, measured in units per gross hectare (uph) or units per gross acre (upa).

### **Calculating Density**

#### **1. Calculate the Gross Developable Area**

Gross Total Area (all lands) – Non-Developable Areas = Gross Developable Area

#### **2. Calculate the Gross Residential area**

Gross Developable Area - Regional Land Uses = Gross Residential Area

#### **3. Calculate the Gross Residential Density**

Total Number of Residential Units ÷ Gross Residential Area = Gross Residential Density

# TOWN OF CROSSFIELD

## Municipal Development Plan What We Learned Report

URBAN SYSTEMS

101 - 134 11 AVENUE SE, CALGARY, AB T2G 0X5 | T: 403.291.1193

**URBAN**  
SYSTEMS

**PREPARED FOR:**

Town of Crossfield  
1005 Ross Street  
Crossfield AB

**PREPARED BY:**

URBAN SYSTEMS LTD.

**DATE: APRIL 2025**

**FILE:**

1767.0040.01

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# 1.0 PROJECT BACKGROUND

The Town of Crossfield (the Town) is updating the Municipal Development Plan (MDP). The current MDP was adopted in 2018, and with priorities evolving over time, specific areas of the MDP are being updated to better align with the current priorities of the day, as it relates to Council and the Community's vision for future growth. The document will also be re-formatted, with illustrations added, to make it more user-friendly and easier to navigate.

Engagement is an important component of the MDP process, serving as a tool to understand and reflect community priorities, values, and aspirations. By involving the Crossfield community in the MDP update process helps ensure that the MDP is grounded in the lived experiences and future visions of those who call the Town home. In addition to gathering input, engagement also plays an important role in building awareness and understanding of the MDP itself—what it is, why it matters, and how it will shape the future of the community.

## 2024 Engagement

The purpose of the public engagement conducted in 2024 was to inform residents about the updated vision and desired outcomes and gather their perspectives on what is most important to them. This feedback provided Council with valuable insights into community priorities. It also sought input on what aspects of the Town residents wish to protect and improve over time.

In 2024, the public was engaged through various methods, including through social media, informational posters with survey links, an online survey via SurveyMonkey, and a booth at the September 10<sup>th</sup>, 2024, Community Fest. At the festival, residents were asked to identify which key areas addressed by the MDP—such as housing, parks, recreation, and infrastructure—were most important to them.

## 2025 Engagement

The purpose of engagement conducted in 2025 was to share back the draft MDP with the community, outline how the MDP was updated, and summarize how engagement feedback was used to inform the updates.

2025 engagement involved social media updates to raise awareness of engagement opportunities, informational posters with links and QR codes directing community members to engagement opportunities, an online survey, and an in-person Information Session where the Town presented active projects currently in development and seeking community feedback (including the MDP).

## 2.0 ENGAGEMENT SUMMARY

In 2024, residents of Crossfield shared their priorities for the future of the community through the 2024 MDP Survey and by participating in Community Fest. Key themes that emerged included enhancing recreation and public amenities, improving walkability and bike-friendliness, enhancing parks and green spaces, supporting commercial diversification, upgrading infrastructure, and maintaining Crossfield's small-town character.

The input from 2024 engagement informed the development of the draft MDP. Notable updates included:

- **Community Identity Statement & Desired Outcomes:** An identity statement that describes what the community wants to achieve was added, as well as a list of desired outcomes that reflect community priorities.
- **Community Character and Growth:** The addition of Land Use Policy Areas to guide development in a way that reflects and preserves Crossfield's small-town character. This approach supports a more intentional and character-focused pattern of growth.
- **Recreation, Walkability, and Public Spaces:** New policy objectives aim to enhance recreation opportunities, walkability, and bike-ability. Key actions include launching a Park Inventory to identify future green space needs, updating sidewalk and crossing design standards, and requiring public parks and or green space in new residential developments to be functional and or contribute positively to the existing open space network.
- **Application Framework:** To encourage a broader range of local business opportunities, the draft plan proposes more flexible land use policies, streamlined development application processes, and interim servicing options to support development that vary in land use and scale.
- **Infrastructure and Financial Sustainability:** Infrastructure planning has been strengthened through the use of density targets, which help balance growth with financial sustainability, ensuring a consistent level of service for residents.

In 2025, the Town released the draft MDP for public review and feedback through the 2025 Survey and an in-person Information Session event. Engagement during this phase focused on sharing back the input we heard in 2024 and demonstrating how the feedback was addressed and or incorporate into the new draft MDP. This session also aimed to confirm alignment with community values and identify any areas for refinement. Community members expressed general support for the draft, particularly its emphasis on recreation, open space, and measures to promote thoughtful growth.

This feedback will guide the final revisions to the MDP, ensuring the plan continues to reflect community priorities and provides a clear, long-term roadmap for Crossfield's future.

## 3.0 TACTIC OVERVIEW

### 2024 Engagement

#### SURVEY

A survey was conducted from August 29<sup>th</sup>, 2024, until September 12<sup>th</sup>, 2024. The survey was available online through the Town of Crossfield's website and was promoted through the Town's social media including Facebook, Instagram, and Twitter. Promotional posters featured a QR code and link to direct community members to the survey. The survey was also included in the Town's monthly e-News distribution list. The survey was made available at the Town's civic centre for individuals to fill out paper copies.

**In total, 146 individuals responded to the survey.**

#### POP-UP BOOTH

A pop-up booth took place on September 10<sup>th</sup>, 2024, from 4-7pm at the Town's Community Fest event. The booth included information about the MDP update, and an opportunity to participate in an engagement activity designed to understand the community's priority areas in the MDP. The activity was aimed to be inclusive to both adults and children (approximately 5 and older). Town project team members and Council attended the booth to answer questions and facilitate the engagement activities.

**In total, approximately 108 community members participated in the activity.**

For participating in either the survey or engagement booth activity, community members could enter into a draw to win family-friendly games.

The survey was promoted at the pop-up booth through QR codes and through paper copies for individuals to fill out on-site.

## 2025 Engagement

### SURVEY

A survey was conducted from March 14<sup>th</sup>, 2025 – April 4<sup>th</sup>, 2025. The survey was available online through the Town of Crossfield’s website and was promoted through the Town’s social media including Facebook, Instagram, and Twitter. Promotional posters featured a QR code and link to direct community members to the survey. The survey was also included in the Town’s monthly e-News distribution list. The survey was made available at the Town’s civic centre and at the in-person Information Session for individuals to fill out paper copies.

**In total, 54 individuals responded to the survey.**

### INFORMATION SESSION

An in-person Information Session was held on March 26<sup>th</sup>, 2025, from 3-8pm at the Crossfield & District Community Centre. The event was held to showcase the Town’s active project that are currently in active engagement, offering community members a one-day event to provide their feedback on multiple projects.

The session included informational posters that summarized the updates to the MDP and how community feedback was used to further refine proposed changes. The project team was in attendance to discuss the updates and answer questions from community members.

The survey was promoted at the Information Session through QR codes and through paper copies for individuals to fill out on-site.

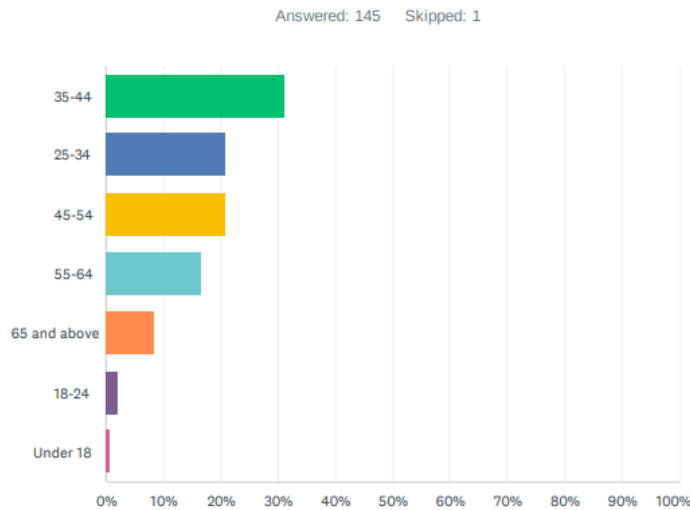
**In total, 28 community members participated in the Information Session.**

# 4.0 ENGAGEMENT RESULTS

## 2024 SURVEY

The Municipal Development Plan (MDP) survey was designed to gather insights from community members to shape the future growth and development of the municipality. The survey, consisting of 9 targeted questions, focused on understanding the demographics of respondents, what aspects of the community were most important to them, and their values and priorities for future development. The survey responses will be used to inform the MDP's community's vision, ensuring that local policies and initiatives aligned with residents' needs and aspirations.

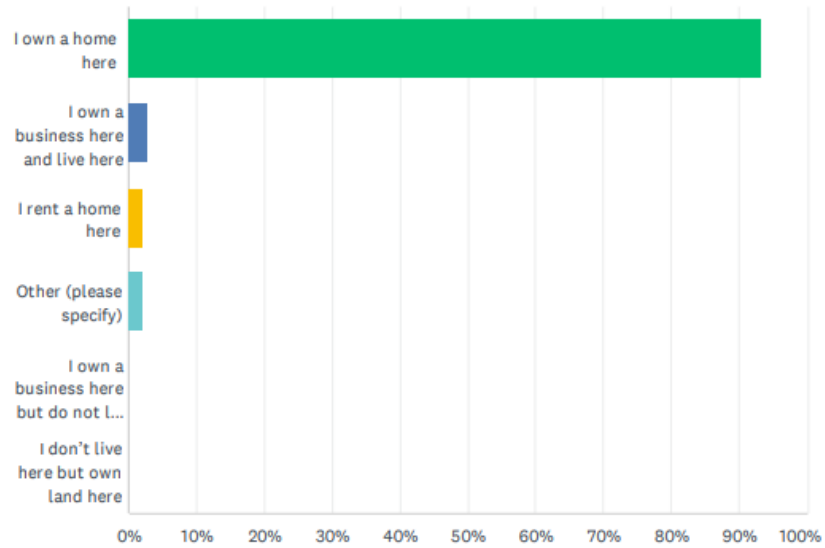
### Q1: WHAT IS YOUR AGE?



ANSWER CHOICES	RESPONSES
35-44	31.03% 45
25-34	20.69% 30
45-54	20.69% 30
55-64	16.55% 24
65 and above	8.28% 12
18-24	2.07% 3
Under 18	0.69% 1
<b>TOTAL</b>	<b>145</b>

## Q2: WHAT IS YOUR CURRENT RELATIONSHIP TO CROSSFIELD?

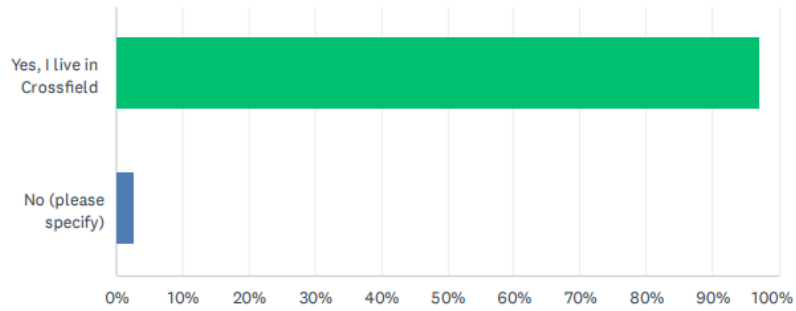
Answered: 145 Skipped: 1



ANSWER CHOICES	RESPONSES	
I own a home here	93.10%	135
I own a business here and live here	2.76%	4
I rent a home here	2.07%	3
Other (please specify)	2.07%	3
I own a business here but do not live here	0.00%	0
I don't live here but own land here	0.00%	0
<b>TOTAL</b>		<b>145</b>

**Q3: DO YOU CURRENTLY LIVE IN CROSSFIELD? PLEASE NOTE THAT THIS DOCUMENT WILL ONLY APPLY TO LAND SITUATED WITHIN CROSSFIELD TOWN LIMITS.**

Answered: 145 Skipped: 1



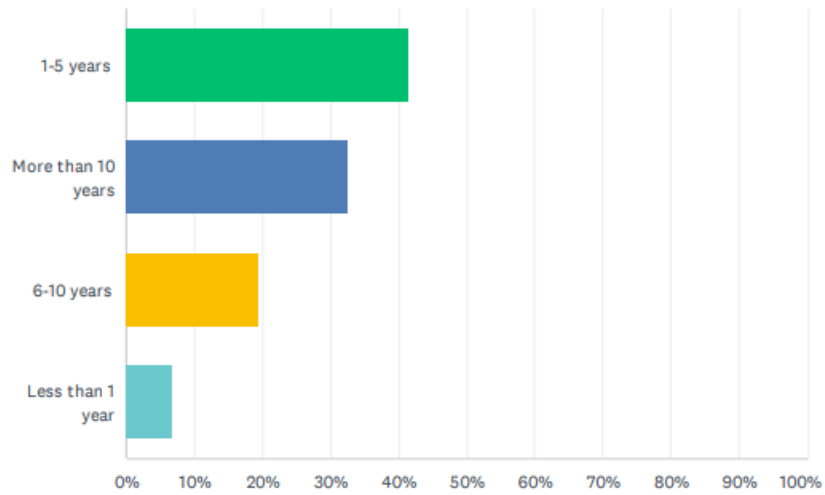
ANSWER CHOICES	RESPONSES	
Yes, I live in Crossfield	97.24%	141
No (please specify)	2.76%	4
<b>TOTAL</b>		<b>145</b>

Other responses included:

- Farms near Crossfield
- Calgary
- Airdrie

#### Q4: HOW LONG HAVE YOU LIVED IN CROSSFIELD?

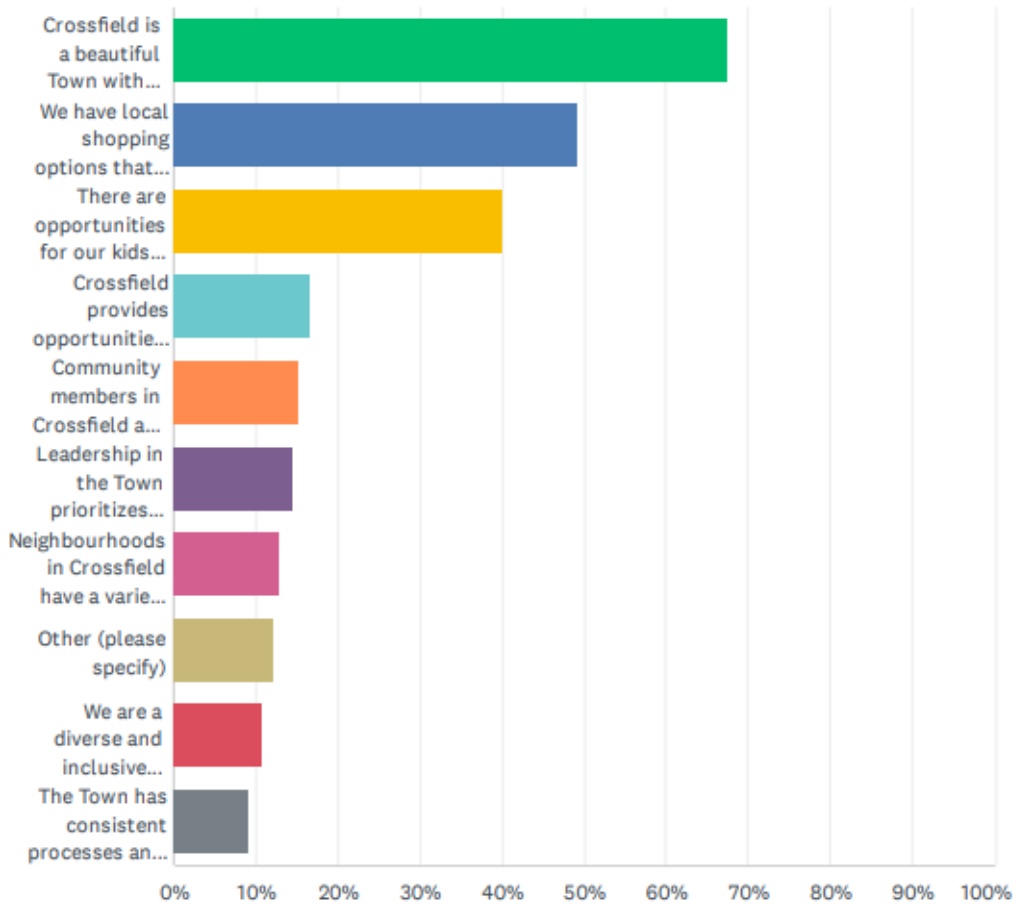
Answered: 145 Skipped: 1



ANSWER CHOICES	RESPONSES	
1-5 years	41.38%	60
More than 10 years	32.41%	47
6-10 years	19.31%	28
Less than 1 year	6.90%	10
TOTAL		145

**Q5: IF YOU OVERHEARD SOMEONE DESCRIBE CROSSFIELD 20 YEARS FROM NOW, WHAT COMMUNITY DESCRIPTIONS WOULD MAKE YOU MOST PROUD TO CALL THIS TOWN HOME? PLEASE PICK YOUR TOP 3.**

Answered: 132 Skipped: 14



ANSWER CHOICES	RESPONSES	
Crossfield is a beautiful Town with desirable, attractive public parks and spaces	67.42%	89
We have local shopping options that fulfill our needs	49.24%	65
There are opportunities for our kids to work and live in the community when they have finished schooling	40.15%	53
Crossfield provides opportunities for diverse economic growth	16.67%	22
Community members in Crossfield are engaged and informed	15.15%	20
Leadership in the Town prioritizes open and consistent communication around the state of the community	14.39%	19
Neighbourhoods in Crossfield have a variety of housing types that support different demographic and income needs	12.88%	17
Other (please specify)	12.12%	16
We are a diverse and inclusive community with a committed group of volunteers	10.61%	14
The Town has consistent processes and decision making	9.09%	12
<b>Total Respondents: 132</b>		

Other responses included:

- Safe place for children
- Has the benefits of a small town
- Less housing development
- Affordability
- The Town is fiscally responsible and attracts residents and businesses
- None of these options apply to Crossfield

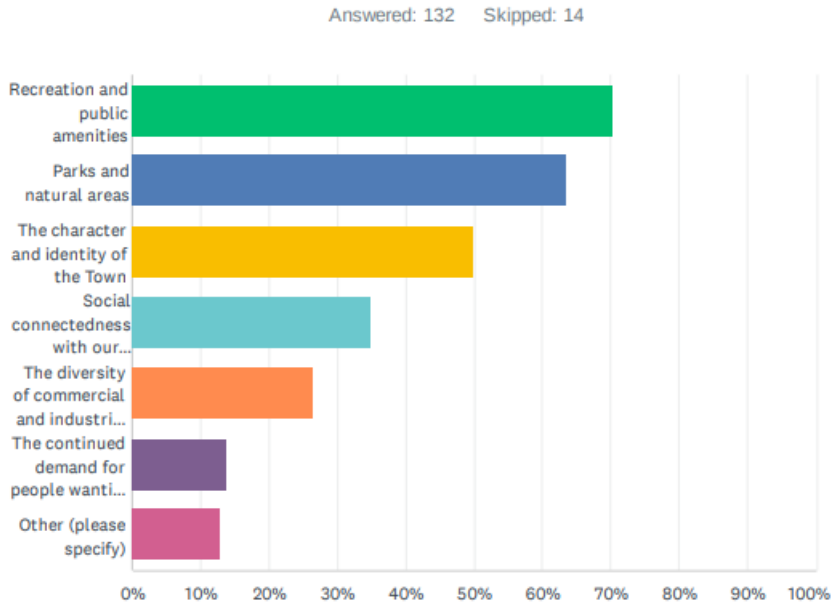
**Q6: IF YOU COULD ONLY USE ONE WORD OR SENTENCE TO DESCRIBE WHAT YOU VALUE MOST ABOUT CROSSFIELD, WHAT WOULD THAT BE?**

A Word Cloud was created to illustrate the responses to Question 6. Responses were analyzed and themed into key words and then generated into the Word Cloud graphic. The themes that were more common have been represented with larger text, and themes that were less common have been represented with smaller text, and

Answered: 124 Skipped: 22



**Q7: AS THE COMMUNITY CONTINUES TO GROW AND EVOLVE, WHAT WOULD YOU CONSIDER THE MOST IMPORTANT CHARACTERISTICS TO PRESERVE THAT MAKE CROSSFIELD SPECIAL? PLEASE PICK YOUR TOP 3.**



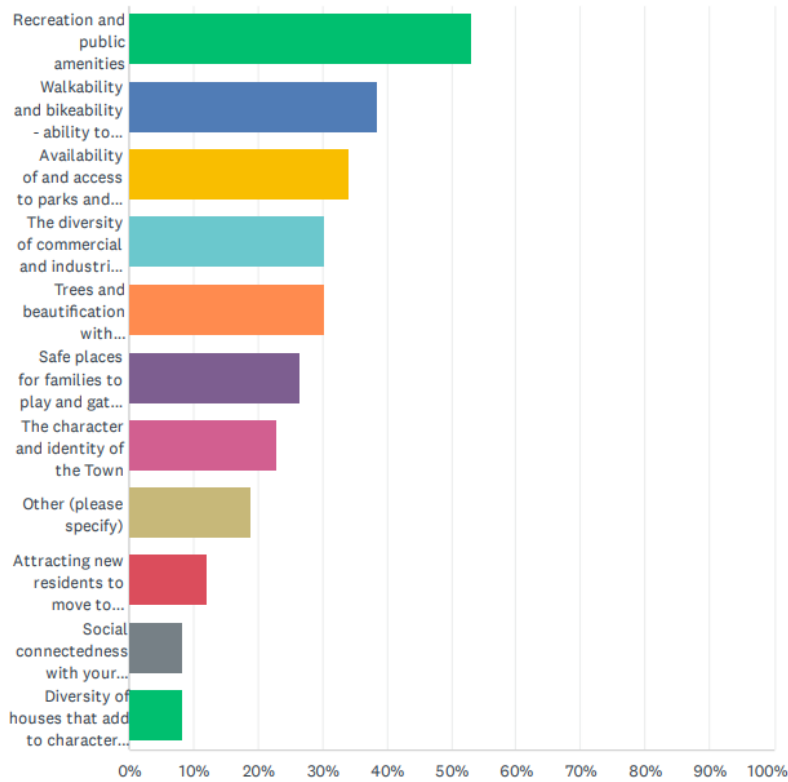
ANSWER CHOICES	RESPONSES
Recreation and public amenities	70.45% 93
Parks and natural areas	63.64% 84
The character and identity of the Town	50.00% 66
Social connectedness with our neighbours	34.85% 46
The diversity of commercial and industrial businesses	26.52% 35
The continued demand for people wanting to move to Crossfield	13.64% 18
Other (please specify)	12.88% 17
<b>Total Respondents: 132</b>	

Other responses included:

- History and character of the Town
- Safety and low crime rates
- Affordability
- Larger lot sizes

**Q8: WHAT ARE THE THINGS ABOUT YOUR COMMUNITY THAT YOU WANT TO IMPROVE?  
PLEASE PICK YOUR TOP 3.**

Answered: 132 Skipped: 14



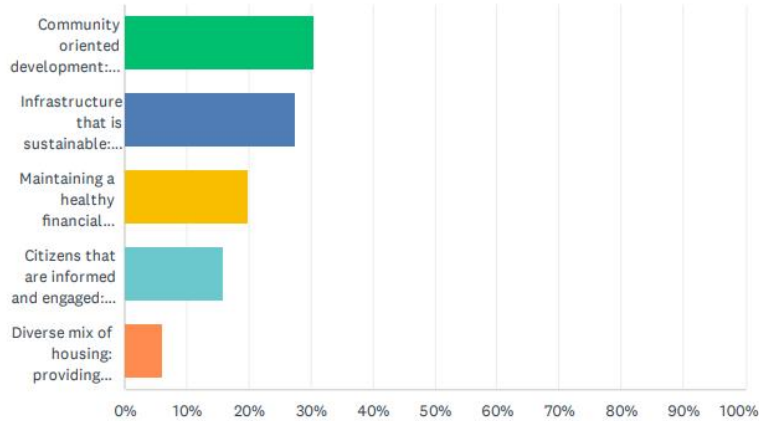
ANSWER CHOICES	PERCENTAGE	COUNT
Recreation and public amenities	53.03%	70
Walkability and bikeability - ability to bike and walk places, in a relatively direct manner	38.64%	51
Availability of and access to parks and green spaces	34.09%	45
The diversity of commercial and industrial businesses	30.30%	40
Trees and beautification with landscaping, public art, and architectural standards	30.30%	40
Safe places for families to play and gather	26.52%	35
The character and identity of the Town	22.73%	30
Other (please specify)	18.94%	25
Attracting new residents to move to Crossfield	12.12%	16
Social connectedness with your neighbours	8.33%	11
Diversity of houses that add to character of the neighbourhood, and provide places to live for a range of demographics and tenures	8.33%	11
Total Respondents: 132		

Other responses included:

- Diversity of businesses, more places to work in Crossfield
- Lower property taxes
- Local healthcare options
- Police presence to deter crime
- More park amenities like benches and gathering areas
- Condition of roads
- Dog parks, or designated off-leash areas
- Development that aligns with small town living
- School amenities
- Community mailboxes
- Increased dialog between community and Council

**Q9: THE UPDATE TO THE PLAN HAS IDENTIFIED THE FOLLOWING DESIRED OUTCOMES THAT THE COMMUNITY WILL CONTINUE TO WORK TOWARDS. ALL OF THESE ARE IMPORTANT FOR OUR COMMUNITY, HOWEVER IF YOU HAD TO CHOOSE ONE AS A PRIORITY FOCUS AREA, WHICH IS THE MOST IMPORTANT TO YOU?**

Answered: 131 Skipped: 15



ANSWER CHOICES	RESPONSES	
Community oriented development: grow in a family-friendly way that enhances quality of life and fosters community interaction.	30.53%	40
Infrastructure that is sustainable: balancing short-term growth with long-term infrastructure management (i.e., ensuring Town can maintain and replace servicing overtime)	27.48%	36
Maintaining a healthy financial position: balancing residential and non-residential tax revenues to maintain and replace infrastructure efficiently for long-term stability and quality service.	19.85%	26
Citizens that are informed and engaged: getting the community involved in discussions and decisions helps residents understand and shape the Town's goals, encouraging everyone to take responsibility and feel a sense of ownership for Crossfield's future.	16.03%	21
Diverse mix of housing: providing diverse and attainable (i.e., available and affordable) housing to meet community needs, foster a resilient economy and vibrant community.	6.11%	8
<b>TOTAL</b>		<b>131</b>

## 2024 POP-UP BOOTH

An engagement activity was conducted at the pop-up booth to collect feedback on community priority areas within the MDP.



Upon entering the booth, participants were given 3 marbles to vote for the policy areas that were most important to them. The results are outlined in the table below.

Topic Area	Description	Votes
Public Spaces & Amenities	Public spaces and amenities contribute to the aesthetic of the community and help attract and retain residents and businesses. They can include streetscapes, public parks, recreation areas/facilities, decorative art and furniture.	93
Natural & Open Spaces	Maintaining natural, open spaces provides opportunities for people to engage with nature, preserves habitats for wildlife, and can help manage stormwater and flooding.	92
Infrastructure & Servicing	Infrastructure and services (roads, water, sewer, garbage collection, snow clearing, fire protection) play a key role in maintaining a strong and healthy community.	47
Community Character & Design	Community character and design include a cohesive blend of historic and new buildings, integration of public and private spaces, a focus on a central community core or main street, and attractive public spaces enhanced by landscaping and public art.	36
Mix of Business & Land Use	Mix of land use refers to how different types of land uses (e.g., residential, commercial, industrial) are physically and functionally integrated in the community.	36
Mix of Housing Types	Diverse housing options that are based on community need, and include considerations for affordability and accessibility at all stages of life.	20

Other community comments included:

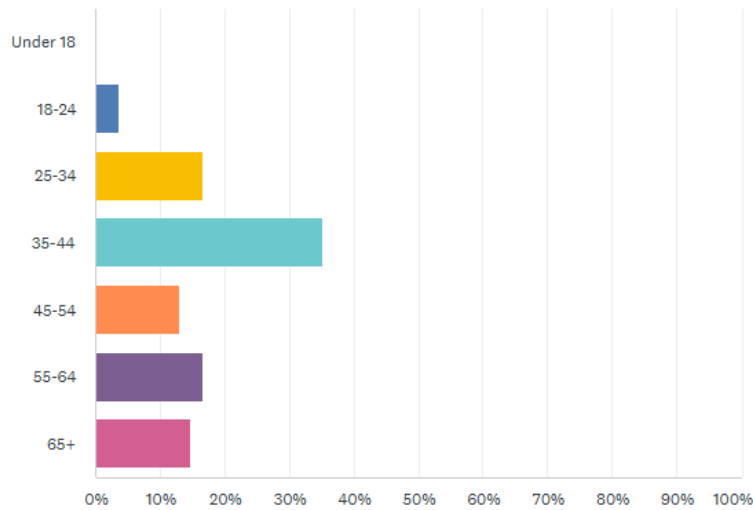
- Connectivity and transportation around the Town, including the functionality of Provincial Highways and upgrading access to the Town through off-ramps
- Interest in maintaining open spaces while managing development opportunities (around Vista Crossing)
- Concerns around sewage servicing, odor, and an interest in potential upgrades
- Importance of engaging seniors in Town processes

## 2025 SURVEY

The purpose of the 2025 survey was to share back engagement outcomes that informed the development of the MDP, outline the proposed updates to the MDP, and to confirm whether these changes align with community priorities. By gathering feedback, the survey aimed to ensure that the revised plan reflects the community's values, needs, and long-term vision for growth and development.

### Q1: WHAT IS YOUR AGE GROUP?

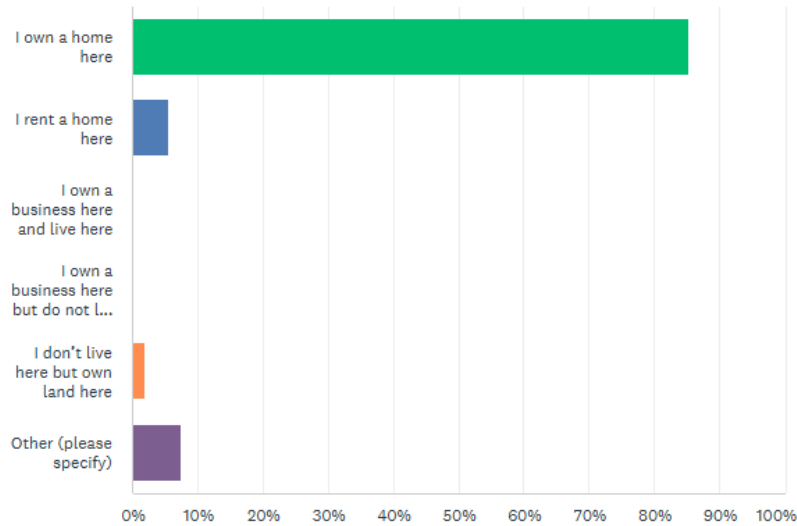
Answered: 54 Skipped: 0



ANSWER CHOICES	RESPONSES
Under 18	0.00% 0
18-24	3.70% 2
25-34	16.67% 9
35-44	35.19% 19
45-54	12.96% 7
55-64	16.67% 9
65+	14.81% 8
<b>TOTAL</b>	<b>54</b>

## Q2: WHAT IS YOUR CURRENT RELATIONSHIP TO CROSSFIELD?

Answered: 54 Skipped: 0



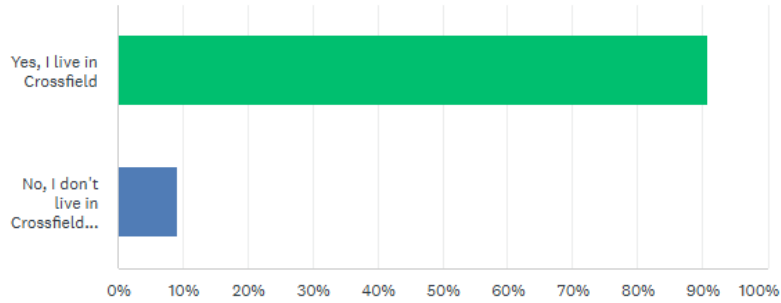
ANSWER CHOICES	RESPONSES	
▼ I own a home here	85.19%	46
▼ I rent a home here	5.56%	3
▼ I own a business here and live here	0.00%	0
▼ I own a business here but do not live here	0.00%	0
▼ I don't live here but own land here	1.85%	1
▼ Other (please specify)	Responses 7.41%	4
<b>TOTAL</b>		<b>54</b>

Other responses included:

- I live in Rocky View County
- Employed in Crossfield
- Working with developers in Crossfield

**Q3: DO YOU CURRENTLY LIVE IN CROSSFIELD? PLEASE NOTE THAT THIS DOCUMENT WILL ONLY APPLY TO LAND SITUATED WITHIN CROSSFIELD TOWN LIMITS.**

Answered: 54 Skipped: 0



ANSWER CHOICES	RESPONSES
Yes, I live in Crossfield	90.74% 49
No, I don't live in Crossfield (please specify where)	Responses 9.26% 5
<b>TOTAL</b>	<b>54</b>

Other responses included:

- Rocky View County
- Calgary

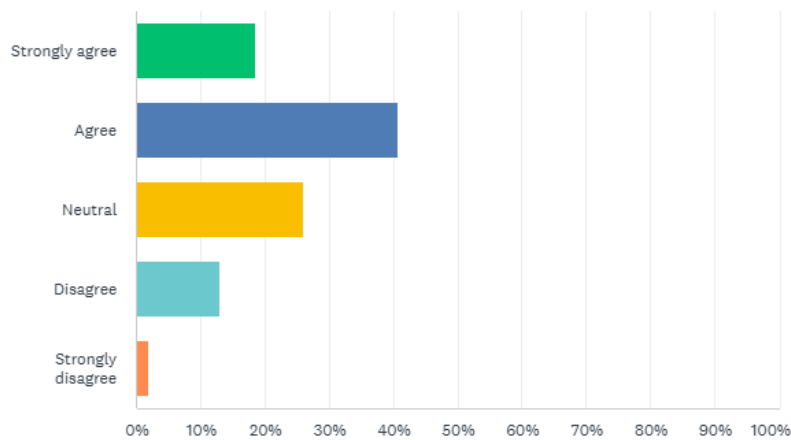
A community identity statement was added to the MDP, developed from community feedback, to serve as a guiding vision for the Town's growth and development. This statement helps in the decision-making process in evaluating policies, plans, and projects by asking, "Does this align with the identity of the community?"

Community Identity Statement:

*"We are dedicated to fostering a safe, socially connected, and vibrant community through enhanced public spaces, a range of attainable housing, resilient infrastructure, sustainable growth, and a clear, consistent decision-making process that supports a diverse, strong economy. We strive to enrich the quality of life of our residents, current and new."*

#### Q4: TO WHAT EXTENT DO YOU AGREE THAT THIS STATEMENT REFLECTS CROSSFIELD'S IDENTITY AND VISION FOR THE FUTURE?

Answered: 54 Skipped: 0



ANSWER CHOICES	RESPONSES
Strongly agree	18.52% 10
Agree	40.74% 22
Neutral	25.93% 14
Disagree	12.96% 7
Strongly disagree	1.85% 1
<b>TOTAL</b>	<b>54</b>

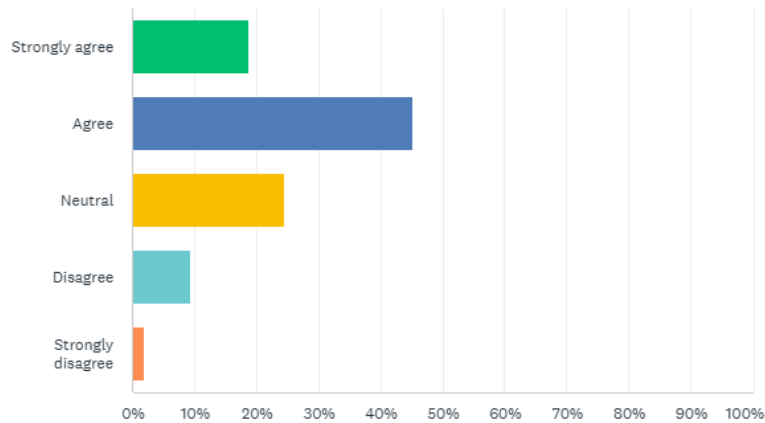
The desired outcomes have been added to the MDP to provide a guiding framework that balances immediate priorities with long-term aspirations, ensuring the plan remains adaptable over time. The desired outcomes were informed by what we heard from the community, and Council's priorities. As the Town evolves, these outcomes may shift to reflect changing needs and inform updates to the identity statement. While some outcomes may never be fully achieved, they serve as a foundation for ongoing recommendations and actions that support the community's growth and resilience.

Desired Outcomes:

1. **Community-Oriented Development** – Foster a family-friendly environment with safe spaces for social connection to strengthen community bonds.
2. **Diverse Mix of Housing** – Provide a range of housing options to attract and retain a diverse population, workforce, and support all stages of life to thrive in Crossfield.
3. **Sustainable Infrastructure** – Balance short-term growth with long-term asset management to ensure cost-effective, resilient infrastructure.
4. **Healthy Financial Position** – Maintain a stable financial foundation by balancing residential and non-residential tax revenues.
5. **Informed & Engaged Citizens** – Encourage active participation and ensure residents have a voice in shaping the Town's future.

### Q5: TO WHAT EXTENT DO YOU AGREE THAT THESE DESIRED OUTCOMES REFLECT THE KEY PRIORITIES NEEDED TO ACHIEVE THE TOWN'S OVERALL VISION FOR FUTURE GROWTH AND DEVELOPMENT?

Answered: 53 Skipped: 1



ANSWER CHOICES	RESPONSES
Strongly agree	18.87% 10
Agree	45.28% 24
Neutral	24.53% 13
Disagree	9.43% 5
Strongly disagree	1.89% 1
<b>TOTAL</b>	<b>53</b>

We heard through the fall 2024 MDP Survey and through conversations at Community Fest on September 10th, 2024 that residents of Crossfield value the “Character and Identity of the Town” as a priority in the MDP. The following questions outline the updates made to the MDP related to maintaining the character of the Town and ask for feedback on whether these updates effectively address those priorities.

### Land Use Policy Areas

The updated Land Use Policy Areas in the MDP take a place-based approach, focusing on character, scale, form, function, and use to preserve Crossfield’s identity while guiding its future development.

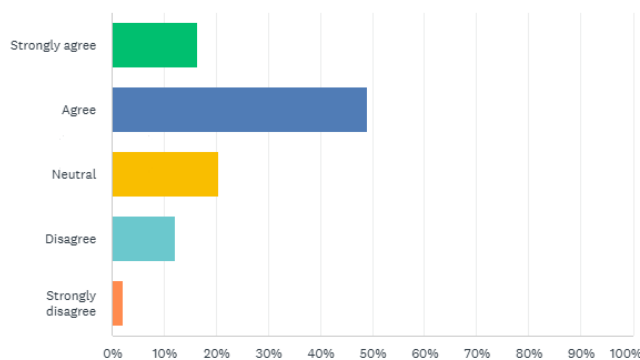
Traditionally, an MDP plans future development by assigning specific land uses (e.g., industrial, commercial, residential) to different areas of the town. This new approach first defines the desired character and identity for each area of Crossfield, then outlines the land uses and design considerations needed to achieve that character. For example, instead of an area being solely commercial or solely industrial, the new approach allows for a mix of uses, provided that certain design considerations are met (e.g., ensuring a smooth transition with screening/landscaping and appropriate building form & height when introducing new uses or intensifying).

Each policy area includes policy and identifies desired characteristics to help inform development, ensuring growth is accommodated in a way that maintains the Town’s unique identity and character.

For example, the oldest residential area within Crossfield is now defined as the Central Core Neighbourhood Policy Area. This policy area is characterized by single-family homes in various styles and sizes, connected by a network of sidewalks. The housing varies in condition, age, and affordability. Opportunities for infill development in this area will focus on repurposing vacant properties, such as the areas between Munson Street and Ross Street, and between Saskatchewan Street and Ross Street. Policies in this area focus on sensitive intensification that maintains and enhances the neighborhood character. In order to achieve desired character for this area, policies include preserving trees, transitioning building heights, ensuring pedestrian connections, and using screening methods to separate different areas.

## Q6: DO YOU AGREE THAT UPDATING THE MDP TO USE LAND USE POLICY AREAS WITH CHARACTER-ORIENTED GUIDELINES WILL HELP PRESERVE CROSSFIELD’S UNIQUE CHARACTER AS THE TOWN GROWS?

Answered: 49 Skipped: 5



ANSWER CHOICES	RESPONSES
Strongly agree	16.33% 8
Agree	48.98% 24
Neutral	20.41% 10
Disagree	12.24% 6
Strongly disagree	2.04% 1
<b>TOTAL</b>	<b>49</b>

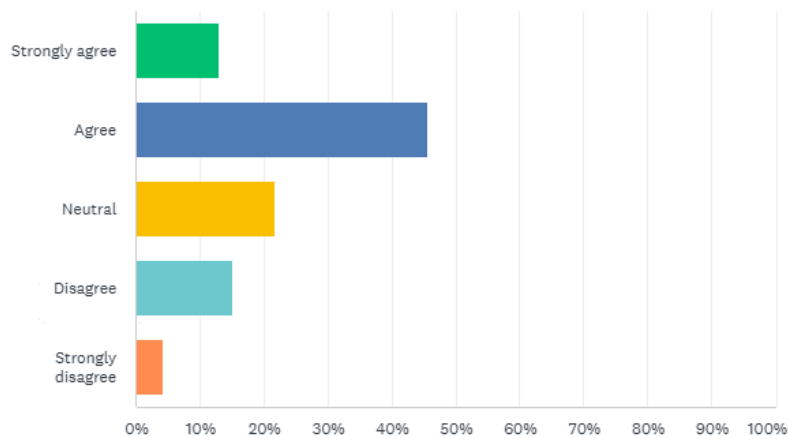
The updated plan encourages designing new neighborhoods in a flexible way, so they aren't just carbon copies of nearby areas. It's important to consider the sensitive intensification of existing areas, and increases in density within new development, taking into account how much revenue densification can generate compared to the costs of providing services and maintaining Town infrastructure over time. This financial stability allows the Town to continue to provide a defined level of service to its residents. To achieve this while also preserving the Town's character and identity, specific design requirements have been added to the MDP as described in the Land Use Policy Areas above. By thoughtfully planning and designing new developments, the Town can grow and thrive financially, while still feeling like home to its residents.

The updated MDP includes an amended density target for the Town to implement. For new residential, the target density is 6 units per acre (UPA). Unlike the current MDP, the proposed target is not a minimum or maximum, but rather a recommended density that developers are encouraged to meet.

- If a development exceeds the target density, the developer must show how the proposal will fit in with the surrounding area's character and align with the community's desired outcomes.
- If a development is below the target density, the developer must work with the Town to assess the financial impact, ensuring it will generate enough revenue to cover maintenance and replacement costs.

### Q7: TO WHAT EXTENT DO YOU AGREE THAT THE UPDATED DENSITY TARGET AND ADDITIONAL MEASURES WILL HELP TO ALLOW FINANCIALLY RESPONSIBLE GROWTH WHILE ALSO MAINTAINING CROSSFIELD'S UNIQUE CHARACTER?

Answered: 46 Skipped: 8



ANSWER CHOICES	RESPONSES	
Strongly agree	13.04%	6
Agree	45.65%	21
Neutral	21.74%	10
Disagree	15.22%	7
Strongly disagree	4.35%	2
<b>TOTAL</b>		<b>46</b>

We heard through the fall 2024 MDP Survey and through conversations at Community Fest on September 10th, 2024, that the top 3 things that residents feel are important to improve are:

- 1) Recreation and public amenities,
- 2) Walkability and bike-ability (ability to bike and walk places, in a relatively direct manner), and
- 3) Availability of and access to parks and green spaces.

The following questions aim to communicate and seek feedback a number of the updates made to the MDP that aim to reflect these priorities

### Recreation & Public Amenities

The new "[Green Space and Recreation](#)" Land Use Policy Area includes a focus on enhancing natural assets through placemaking efforts, which could include adding public art, seating areas, and gathering spaces.

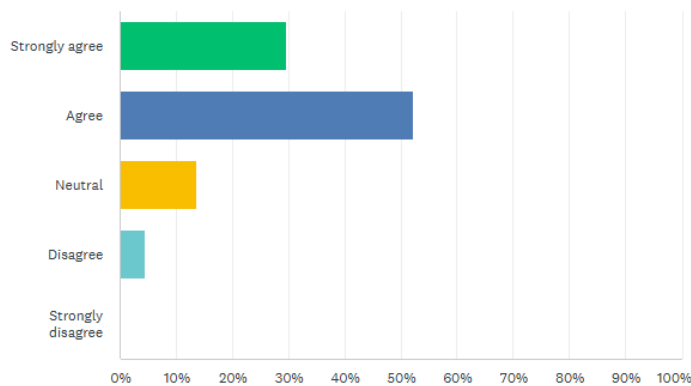
A new policy in the [Land Use Management](#) section of the MDP encourages adding supporting uses in the Downtown area, which could include recreation facilities and tourism destinations.

An action item in the MDP proposes [completing a "Parks Inventory"](#) to assess existing community parks and identify opportunities for larger-scale parks or amenities that can meet a broader range of recreation and social needs for residents.

These changes aim to enhance public spaces and improve community parks to offer more recreational opportunities for residents.

## Q8: DO YOU AGREE THAT THESE CHANGES WILL HELP TO IMPROVE RECREATION AND PUBLIC AMENITIES IN CROSSFIELD?

Answered: 44 Skipped: 10



ANSWER CHOICES	RESPONSES
Strongly agree	29.55% 13
Agree	52.27% 23
Neutral	13.64% 6
Disagree	4.55% 2
Strongly disagree	0.00% 0
<b>TOTAL</b>	<b>44</b>

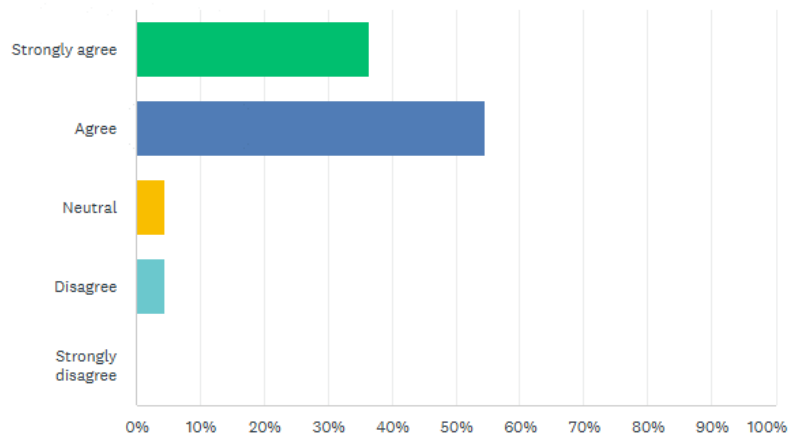
The updated Land Use Policy Areas in the MDP include language/policy to help create a more walkable and bike-friendly community. The new policies aim to improve pedestrian and cyclist connectivity by:

- **Expanding and maintaining pathways** to link key amenities, parks, businesses, and neighborhoods.
- **Enhancing sidewalks** and laneway access points to improve safety and accessibility.
- Implementing **safe street design measures**, such as introducing bulb-outs at crosswalks to slow traffic and enhance visibility.

These improvements aim to make Crossfield a safer, more connected, and active community for everyone.

### Q9: TO WHAT EXTENT DO YOU AGREE THAT THE UPDATES DESCRIBED ABOVE WILL HELP CREATE A MORE WALKABLE AND BIKE-FRIENDLY COMMUNITY?

Answered: 44 Skipped: 10



ANSWER CHOICES	RESPONSES
Strongly agree	36.36% 16
Agree	54.55% 24
Neutral	4.55% 2
Disagree	4.55% 2
Strongly disagree	0.00% 0
<b>TOTAL</b>	<b>44</b>

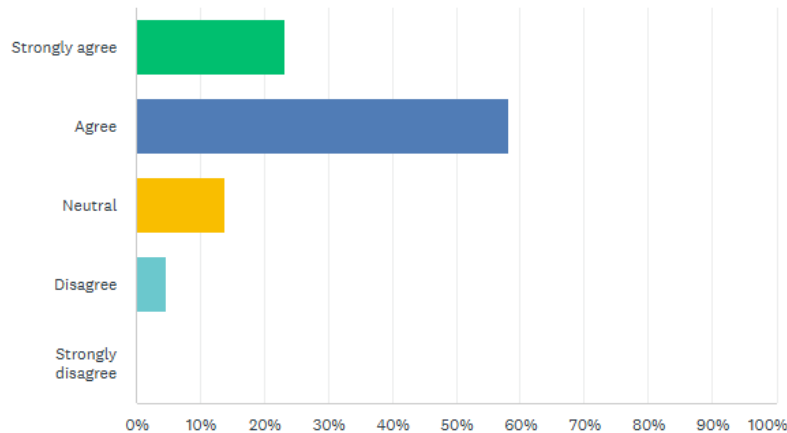
Crossfield's updated Municipal Development Plan (MDP) aims to enhance access to parks and green spaces for all residents. The proposed policies focus on:

- Ensuring new residential developments provide functional and accessible public park spaces through the addition of minimum size requirements, to ensure public parks are large enough to provide recreational opportunities, such as community playgrounds and pocket parks.
- Preserving existing natural areas to provide all neighborhoods with better access to parks, open spaces, and trails.
- Only classify lands as reserves (public park space) if the proposed open space contributes positively to the existing open space system by providing spaces for relaxing and or recreational activities, and spaces that are not encumbered by any form of restriction that limits the use of, or development on the land.

These updates are designed to support recreation, community gathering, and environmental sustainability while ensuring all residents have access to high-quality green spaces.

### Q10: TO WHAT EXTENT DO YOU AGREE THAT THE UPDATES DESCRIBED ABOVE WILL IMPROVE AVAILABILITY AND ACCESS TO PARKS AND GREEN SPACES FOR ALL RESIDENTS IN CROSSFIELD?

Answered: 43 Skipped: 11



ANSWER CHOICES	RESPONSES	
Strongly agree	23.26%	10
Agree	58.14%	25
Neutral	13.95%	6
Disagree	4.65%	2
Strongly disagree	0.00%	0
<b>TOTAL</b>		<b>43</b>

## **Q10: DO YOU HAVE ANY OTHER COMMENTS ABOUT THE CROSSFIELD MDP?**

Responses included a desire to:

- Redevelop and beautify areas in the Town (including the East side of Railway Street and the Railroad Building) and explore public art and mural opportunities
- Be inviting and affordable to diverse small business operators
- Expand allowed businesses and discretionary businesses in industrial and commercial areas to encourage businesses locating in Crossfield
- Expand pathway networks (i.e. around Murdock Park and storm pond)
- Maintain current natural areas, trees, wetlands, and manage invasive species
- Enhance long-term infrastructure planning in the Town
- Maintain the small town feel of Crossfield and its unique charm
- Ensure new development fits seamlessly into the existing community
- Maintain older areas as they are
- Develop amenities for biking, pickle ball, dog parks, skate parks, a pool
- Offer options to develop larger lots and wide streets

Responses outlined concerns related to:

- Developers exceeding density targets
- Storm water management and pooling water on roads
- Strengthening requirements for developers to preserve wetlands and natural areas
- Crossfield developing like Airdrie or Calgary
- The proposed provisions for a diverse range of housing

General comments included:

- Interest in the Vista Crossing Area Structure Plan and amendments and how it relates to the MDP
- Offer more options for mail services in Crossfield
- Improve level of service with policing to enhance safety in the Town
- Incorporate highway signage on Highway 2A to highlight Crossfield's service offerings and attract more visits to the Town
- More community events

## 2025 INFORMATION SESSION

An Information Session was held to provide an update to the community on the Draft MDP document and share back how the document was updated and how community feedback was incorporated into the Plan.

At the event, 12 informational posters were presented to the public to outline the project process, what has changed from the previous MDP document, and next steps for the MDP to be adopted by Council. The information posters were posted to the online project page on the Town of Crossfield's website for community members who were not able to attend the event.

Feedback from the event was collected through the online survey. At the Information, attendees could fill out paper copies of the survey or take home a QR code business card to do the survey online.

## What Has Changed?

### LAND USE POLICY AREAS

- The land use section of the MDP has been reimagined with the introduction of seven "Land Use Policy Areas."
- Traditionally, land use planning forecasts appropriate development types and patterns based almost exclusively on use.
- The updated approach instead **defines neighborhoods, districts, and corridors based on desired character, scale, form, function, and use.**
- This place-based approach to planning and development focuses on defining what mix of uses function together to **collectively preserve the existing identity of Crossfield, and further establish the Town as an identifiable and memorable place.**
- Each policy area includes policy and desired characteristics to help inform development, and ensures **growth is accommodated in a way that maintains the Town's unique identity and character.**

### Downtown Core



**DESCRIPTION OF POLICY AREA**

The downtown core is applicable to the traditional downtown and represents the greatest mix of uses throughout the town. Crossfield benefits from an attractive historic core and preserving the existing character, while allowing for incremental improvements over time will bring more people into the core and improve the sustainability of the local businesses.

Attach-up and stacked housing is encouraged to increase development densities around existing infrastructure and provide opportunities for vertical integration of mixed uses. Infill, rehabilitation, and adaptive reuse of existing buildings create new opportunities for businesses and preserve existing and historic structures.

**CHARACTERISTICS**

**Block Character**

- Maintain the same block character as existing development
- Provide connectivity between blocks and developments

**Street Character**

- Primary commercial streets with on-street parking on one side of the street
- Connected street and sidewalk network for cars and pedestrians
- No dead-end streets or cul-de-sacs, unless deemed necessary to site site constraints

**Site Considerations**

- Orient pedestrian entrances to the primary street
- Maintain auto and service entrances to laneway or secondary streets

**LAND USES**

**Primary**

- Commercial - retail
- Mixed use
- Commercial - office

**Secondary**

- Parks and open space
- Charitristational
- Residential

**BUILDING TYPES**

- Neighbourhood - Mixed Use (commercial on ground floor with residential above)
- Apartment
- Neighbourhood - Office/Commercial (commercial on ground floor with office above)

**Public Uses And Space**

- Public outdoor areas and gathering spaces are integrated into the neighbourhood
- Public or semi-public spaces are used to enhance the pedestrian experience

**Design Considerations**

- Provide a variety of high quality architectural standards
- Pedestrian-scaled design of buildings and streetscapes to enhance the pedestrian experience
- Enhance quality of space through incorporating trees and landscaping into public realm
- Streetscapes are enhanced with public art and amenities
- Parking lots should be located at the side or rear of the principal building, screened from view
- Appropriate building heights should be determined by assessing potential impacts on adjacent areas, ensuring that the development is well integrated into the existing area

**Transitions**

- A "stepped down" approach used to transition from higher intensity uses
- Screening (i.e. trees, fences, etc.) used to buffer residential and non-residential uses at the edges of the neighbourhood
- Adaptive re-use of outdated buildings is encouraged to transition non-residential uses at the edges of the neighbourhood

Example of proposed Land Use Policy for Downtown area



## What Has Changed?

# COMMUNITY IDENTITY STATEMENT & DESIRED OUTCOMES

The **Community Identity Statement** was added to the MDP, developed from community feedback, to serve as a guiding vision for the Town's growth and development.

This statement helps in the decision-making process by asking, "Does this align with the identity of the community?"

*"We are dedicated to fostering a safe, socially connected, and vibrant community through enhanced public spaces, a range of attainable housing, resilient infrastructure, sustainable growth, and a clear, consistent decision-making process that supports a diverse, strong economy. We strive to enrich the quality of life of our residents, current and new."*

Desired Outcomes were informed by what we heard from the community, and Council's priorities, and intend to help achieve the Community Identity Statement.

- Community-Oriented Development** – Foster a family-friendly environment with safe spaces for social connection to strengthen community bonds.
- Diverse Mix of Housing** – Provide a range of housing options to attract and retain a diverse population, workforce, and support all stages of life to thrive in Crossfield.
- Sustainable Infrastructure** – Balance short-term growth with long-term asset management to ensure cost-effective, resilient infrastructure.
- Healthy Financial Position** – Maintain a stable financial foundation by balancing residential and non-residential tax revenues.
- Informed & Engaged Citizens** – Encourage active participation and ensure residents have a voice in shaping the Town's future.



## What Has Changed?

# COMMUNITY AMENITIES & PARKS

### Recreation & Public Amenities

- We heard from the community that it is important to enhance public spaces provide additional opportunities for recreation.
- Proposed changes focus on:
  - Enhancing natural assets with things like public art, seating, and gathering spaces.
  - Encouraging the addition of recreation and tourism facilities in Downtown area.
  - Action item to complete a "Parks Inventory" to assess community parks and identify opportunities for larger-scale amenities



### Walkability & Bike-ability

- We heard from the community that it is important to create a more walkable and bike-friendly community
- Proposed changes focus on:
  - Expanding and maintaining pathways to link key amenities, parks, businesses, and neighborhoods.
  - Enhancing sidewalks and laneway access points to improve safety and accessibility.
  - Implementing safe street design measures, such as introducing bulb-outs at crosswalks to slow traffic and enhance visibility.

### Public Open Space

- We heard from the community that open spaces and areas for residents to gather are a high priority
- Proposed changes focus on:
  - Ensuring new residential developments provide functional and accessible public park spaces through the addition of minimum size requirements.
  - Preserving existing natural areas to provide all neighborhoods with better access to parks, open spaces, and trails.
  - Only classify lands as reserves (public park space) if the proposed open space contributes positively to the existing open space system.



## What Has Changed?

# POLICY & PROCESS UPDATES



**Streamlined Planning Process:** We've clarified planning requirements and frameworks to provide better guidance for future development.

The updated MDP has a clear planning application framework that outlines the steps necessary to develop in Town (e.g., application requirements).



**Support for Business Growth:** A flexible approach to servicing development will accommodate interim servicing solutions where feasible, to help facilitate phased development where needed.



**Density Target:** Update encourages developers to meet target density, if they are exceeding, they must provide rationale on how they are maintaining and enhancing desired character of the area.



**Clearer Policy Direction:** We've refined the structure of the plan and aligned policies more closely with community priorities, summarized as "Desired outcomes" and "Strategic objectives" in each section of the Plan.



**Improved Implementation & Monitoring:** We've outlined clear steps to track progress and put the plan into action.



## What Has Changed?

# LAND USE POLICY AREAS



### Central Core Neighbourhood

- Crossfield's oldest residential areas
- Diverse single-family homes in various styles and sizes, housing varies in condition, age, and affordability.
- Opportunities for infill development in this area, focus on repurposing vacant properties, while maintaining/enhancing the existing character and identity.



### Mixed Residential Neighbourhood

- New, mainly residential development with a mix of housing types and densities.
- Designed to enhance the sustainability of the Town by accommodating higher densities and introduction of low intensity neighbourhood scale commercial (e.g., a corner-store).
- Attracting high-quality development with careful attention to scale and design to ensure desirable neighborhood character is maintained.



### Established Neighbourhood

- Mainly of single-family homes with uniform designs and sizes, featuring a mix of gridded and curvilinear streets well-connected by sidewalks.
- New development should enhance neighborhood character and identity of the Town.
- Opportunities for intensification limited to the addition of accessory dwelling units (secondary suites).



## What Has Changed?

# LAND USE POLICY AREAS



### Downtown Core

- Greatest mix of uses in Crossfield, benefiting from an attractive historic character that should be preserved while allowing for gradual improvements to attract more people and support local businesses.
- Supports increasing development densities with introduction of medium to high density residential (apartments above stores), encourages a mix of uses within buildings.
- Creates opportunities for infill development and rehabilitation of existing buildings, while preserving the historic look and feel of Downtown.



### Green Space and Recreation

- Crossfield's most significant natural areas, community parks, and recreational facilities that are essential for active and passive recreation, healthy lifestyles, community beautification, and ecological value.
- These areas, including lands dedicated as Municipal Reserve, will be integrated into the Town's parks and open space system to meet community recreation and public space needs.



### Employment Centre

- These areas are for the growth and expansion of large employers for primarily industrial use (secondary uses include office, warehouse space etc) requiring access to major transportation corridors and large on-site parking.
- When designing sites in this area, focus on making them safe and easy for pedestrians to navigate, reducing parking to create more usable space, and improving the look of the site with features like landscaping and large windows on the ground floor.
- Residential uses are not compatible here, and a buffer is needed where industrial areas border other neighborhoods to ensure adequate separation.



## What Has Changed?

# LAND USE POLICY AREAS



### Urban Corridor

- Mainly commercial and service-related developments, from standalone businesses to large commercial centers, including big box retailers and high-intensity service industries along major roads for maximum visibility and accessibility.
- Developments should integrate with pedestrian networks while accommodating car traffic, contributing significantly to the local economy and tax base by maximizing land productivity.



### Employment Centre

- These areas are for the growth and expansion of large employers for primarily industrial use (secondary uses include office, warehouse space etc) requiring access to major transportation corridors and large on-site parking.
- When designing sites in this area, focus on making them safe and easy for pedestrians to navigate, reducing parking to create more usable space, and improving the look of the site with features like landscaping and large windows on the ground floor.
- Residential uses are not compatible here, and a buffer is needed where industrial areas border other neighborhoods to ensure adequate separation.



## **CIRCULATION COMMENTS SUMMARY – MUNICIPAL DEVELOPMENT PLAN:**

The application was circulated to all relevant external agencies for comments from February 19, 2025 to March 21, 2025. Responses are summarized below.

<b>ATCO Pipelines:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>ATCO Gas:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Rogers:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>TELUS:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Fortis:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Alberta Transportation:</b>	<ul style="list-style-type: none"> <li>• Transportation and Economic Corridors offers the following comments and observations with respect to the proposed development(s): <ul style="list-style-type: none"> <li>○ Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable.</li> <li>○ Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.</li> </ul> </li> <li>• Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal: <ul style="list-style-type: none"> <li>○ Transportation and Economic Corridors has no concerns or further requirements as it relates to the updated Crossfield MDP.</li> </ul> </li> </ul>
<b>Alberta Health Services</b>	<ul style="list-style-type: none"> <li>• Thank you for providing Alberta Health Services, Environmental Public Health (AHS-EPH) with the opportunity to review the Town of Crossfield's' Municipal Development Plan (MDP) from a public health perspective. In addition to the traditional areas of public health concern (such as required water and sewer infrastructure and the assessment of contaminated lands) the physical design features of a community also have the potential to impact health from a chronic disease perspective.</li> <li>• AHS-EPH endorses the use of an evidence-based public health approach to designing healthy communities. Prioritizing the neighbourhood design, transportation networks, natural environments, food systems and housing in your planning and development process will help make your communities and residents healthier.</li> <li>• More information can be found on the AHS Healthier Together, Building Healthy Communities website. This can be considered a virtual gathering place to access AHS-based resources and tools.</li> <li>• AHS-EPH is available to support your municipality where possible and to build a strong working relationship as the town continues to grow and develop with the needs of its' residents. After having</li> </ul>

a chance to review the draft MDP we offer the following comments and observations for the municipality to review:

- General Notes, observations, and traditional public health areas:
  - Please note that we have no objections or concerns with the MDP as presented today. Overall, it provides a great baseline for future growth and development. It is encouraging to see the concept of community connectivity take healthy community design into consideration such as “the desire to improve pedestrian and cyclist infrastructure for safer and more accessible travel within the Town.”
  - The Town of Crossfield has developed a community vision with 3 overarching elements; Values, Assets and Aspirations. Within these elements are associated concepts and ideas that address community identified priorities, including safety, park and natural areas, social connectiveness, diverse economic growth with housing types that support a variety of demographics and housing needs.
  - The concept of crime prevention through environmental design is one planning example that could be adopted by the Town of Crossfield to support such a community vision.
  - We encourage the Town of Crossfield to continue to find ways to strengthen their connection, advocacy, and collaboration with relevant and identified agencies to implement these goals effectively and efficiently.
  - The Town of Crossfield’s goal is to “coordinate the expansion of infrastructure systems with future growth and development, promoting the efficient use and development or redevelopment of land that minimizes the maintenance and cost of infrastructure systems and encourages a comprehensive approach to stormwater management”. AHS-EPH encourages this goal as it will be beneficial to community wellbeing, the environment and economy.
  - The Town of Crossfield is looking to ensure that a wide range of affordable and accessible community services are provided for Crossfield and area residents. AHS-EPH highly supports municipalities being as diverse as possible in providing community needs for social service, health care, extended health care, seniors health care and childcare services.
- As will be highlighted and discussed in more detail below in the Healthy Community by Design (HCBD) section, investing in health and supporting/advocating for programs, initiatives and services that enhance the physical, mental, and social wellbeing of residents as the Town of Crossfield intends, can have long lasting impacts on the overall health of a community.
- Healthy Communities by Design (HCBD) Highlights:
  - Local community planning and design directly affect health and well-being. Communities can support the prevention and management of chronic health

conditions by creating healthier places for people to live, work and play. Healthy community design creates stronger social connections; prevents injuries, chronic diseases, and cancer; and makes your community safer and more resilient by promoting healthy lifestyle choices. Healthy community design can also have social and economic benefits. As indicated above, prioritizing the five pillars of neighbourhood design, transportation networks, natural environments, food systems and housing in your planning and development process can help make your communities and residents healthier. We encourage you to keep these pillars and concepts in mind during your planning and development decision making.

- Neighbourhood Design:
- Healthy neighborhood design is facilitated by land use decisions which prioritize complete, compact, and connected communities where people can live, work and play. It is also where physical, mental, and social health are supported through access to social supports and amenities to meet daily needs. The plan identified how it would support healthy neighborhood design by:
  - Having new developments linked to existing active transportation. This supports physical connectivity, which then fosters social connectedness and strengthens access to existing services.
  - Including growth goals that optimize existing infrastructure, helping create compact walkable communities designed for safety and security. This includes Incorporating Crime Prevention through Environmental Design (CPEd) which improves quality of life overall including feelings of safety and guardianship.
  - Creating Infill development policies. Infill development preserves important land to maintain scenic landscapes, agriculture as an economic mainstay, and natural and environmental assets. Additionally, infill development creates walkable communities, reducing the reliance on the automobile as a means of transportation. This improves air quality and reduces greenhouse gas emissions as more compact development can minimize trip frequency and reduce driving (University of Delaware, n.d.).
- Transportation Networks:
  - Prioritizing infrastructure to support active transportation modes can increase physical activity and reduce environmental impact. Connected, safe and accessible routes provide healthy mobility options for all. The plan identified how it would support healthy transportation networks by:
  - “Ensuring that the development of transportation and mobility infrastructure is coordinated with the development of new areas and addresses the location, type and intensity of the land uses and density or distribution of the population.” Acknowledging that active modes of transportation help build health and

exercise into daily routines, help to create a strong sense of community, and reduces the greenhouse gas emissions related to transportation by reducing vehicle volumes and maximizing the effective use of existing infrastructure (City of Edmonton, 2009). It also helps achieve equity objectives by providing physically, economically, and socially disadvantaged people with basic mobility methods (Litman, 2013). • Having the required infrastructure to support active transportation: such as ongoing maintenance, benches, lighting, and bus shelters. Infrastructure that creates walkable, cycle-friendly cities supports the creation of a healthy, barrier-free, age friendly and safe city where active modes are a preferred transportation choice (City of Edmonton, 2009).

- Natural Environments:
- Access to natural areas promotes physical activity, social interactions, and mental health. Green spaces can improve air quality and reduce climate impacts, supporting a healthy and resilient ecosystem. The plan identified how it would support healthy natural environments by:
  - “Maintaining a functional, interconnected, and accessible system of parks, open spaces and community facilities.” Research supports a strong relationship between exposure to nature and the reduction of negative health effects, including stress and chronic disease (BC Centre for Disease Control, 2018).
- Food Systems:
- Healthy eating is more than individual choice and is influenced by local policies and environments. A healthy, resilient local food system includes accessible, affordable, safe food options. Concepts used to identify and support healthy food systems include:
  - Exploring urban agriculture through expansion of community gardens and edible landscapes in public open spaces for example. Multi-component community-wide interventions that promote and support healthy food and beverage choices in the community are essential. These interventions may include policies that increase the availability, affordability and accessibility of healthy foods and beverages (AHS, 2019). Community gardens may also have a positive impact on participants' mental and social well-being. Other benefits may include community empowerment leading to positive changes within the neighborhood and improved safety of the area around the garden (Armstrong, 2000).
  - Exploring strategies to increase local food security and local food production, as well as looking at programs to teach the community how to grow their own food. Supporting a range of food programs that promote self-reliance and social justice for diverse populations can contribute to a healthy, equitable food system (Rideout, 2017).

- Housing:
- The design, quality, and affordability of diverse housing options has a critical influence on health and well-being. Diverse housing options help to meet the needs of all, including vulnerable populations. The plan identified how it would support healthy housing by:
  - Promoting a variety of affordable housing options as part of new Area Structure Plans as well as infill or redevelopment proposals by encouraging a mix of housing types and densities that introduce different price points.
- Mixed housing models have been found to improve housing conditions, community attractiveness and the stigma of subsidized housing (CMHC, 2019).
- Climate Resiliency:
- Although not a separate HCBD pillar on its own, there is an inter-relationship between climate resiliency in a community and the five pillars of HCBD. Climate resilient strategies can help communities minimize the effects of climate change on public health while reducing the economic impact on municipalities.
- These strategies all interact and play a role in community design, housing, and natural environments, having positive impacts on the physical, social, and mental health and wellbeing of residents, especially the most vulnerable populations. The strategies also help reduce the potential severe negative impacts that can affect a community and municipality, such as extreme weather events (floods, drought, extreme heat, and fire). See some examples your community may have interest in.
  - Having a climate-based risk assessment of the towns infrastructure to identify areas for adaptation interventions and to factor in climate change to innovative designs.
  - Looking at renewable energy alternatives.
  - Having energy efficient designs and best construction practices in new and existing municipal buildings and incentive programs for green building construction and renovations.
  - Ensuring decision making is done through a climate change lens.
  - Incorporating FireSmart principles in new ARP's and all new developments.
  - Including climate resilient stormwater management such as green roof/walls, pervious pavement, rain gardens and xeriscaping/bioswales.
- Thank you for the opportunity to review and provide feedback on the Town of Crossfield's MDP and to highlight areas of the plan where there would be huge positive public health impacts to residents, the community as a whole and the environment. These are areas that AHS-EPH support and encourage.
- As you work to implement the MDP and any associated ARP's, ASP's Outline Plans etc. we continue to be willing to help in providing referral comments and consulting on both conventional public health and HCBD concepts going forward.

<b>Canada Post:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Calgary Catholic School District:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Rocky View County:</b>	<ul style="list-style-type: none"> <li>• Thank you for the opportunity to review the Town of Crossfield proposed Municipal Development Plan. The County has no concerns with the proposal at this time. Congratulations; these projects take hard work!</li> </ul>
<b>Rocky View County School District:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>CP Rail:</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Alberta Environment</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Alberta Land Titles</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>
<b>Canada Post</b>	<ul style="list-style-type: none"> <li>• No comments received</li> </ul>

# Report to Council



**Meeting Date:** June 17, 2025  
**Meeting Type:** Regular Council Meeting  
**Prepared By:** Lindsey Nash, Manager of Legislative and Administrative Services  
**Presented By:** Lindsey Nash  
**Subject:** **Public Notification Bylaw 2025-07**  
**Department:** Legislative & Administrative Services

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## REPORT PURPOSE:

The purpose of this report is to provide Council with information on the proposed changes and housekeeping updates completed on the Public Notification Bylaw.

## RECOMMENDATION:

**That Council give Public Notification Bylaw 2025-07 first reading  
AND  
That a public hearing be held on July 15, 2025.**

## BACKGROUND:

A Public notification bylaw dictates how a municipality informs residents about important matters, such as proposed bylaws, public hearings, and development projects. These bylaws ensure that residents are aware of significant changes and have an opportunity to participate in the decision-making process.

As part of Administrations continual review of Town Bylaw and Policies, the Public Notification Bylaw was noted to be reviewed as it being 5 years old. Upon review, Administration noted that the current bylaw did not provide the full advertising methods that Administration uses from time to time to notify residents.

Administration drafted an updated Notification Bylaw with the following few highlighted changes included:

- Small housekeeping verbiage to provide clarity
- Electronic opt-in communications (i.e. town monthly newsletter, e-Gov), roadside signage as well as other methods that may be directed by the Town has been added under advertising methods.

These additions allow Administration to provide a variety of public notifications opportunities, ensuring that there is a variety of alternative ways to communicate to residents.

## **ANALYSIS:**

### **Strategic Alignment**

- Sustainable Community Growth
- Town Infrastructure
- Parks, Recreation & Beautification
- Social Development & Emergency Services
- Communications & Public Relations

### **Social Impact**

The Public Notification Bylaw ensures transparency and ensures that residents are informed about decision that may impact their lives, and it allows residents to voice their opinions and to participate in the decision make process.

### **Relevant Statutes / Master Plans / Town Documents**

Crossfield Strategic Plan 2022-2025 – Communications and Public Relations

### **COMMUNICATIONS AND ENGAGEMENT:**

If Council gives Bylaw 2025-07 first reading, a public hearing will be held on July 17. The Notice of the public hearing will be posted on all town social media sites.

If Council proceeds to give second and third reading with the bylaw being approved, Administration will then proceed with using the notification methods as noted in the bylaw.

### **FINANCIAL IMPLICATIONS:**

There are no financial implications to the approval of this bylaw. Electronic notification methods contribute to cost savings and efficient resource allocation.

### **ALTERNATIVES/IMPLICATIONS:**

If Council does not give first reading to bylaw 2025-07, administration would revert to the existing Public Notification Bylaw that limits the public notification methods.

### **ATTACHMENTS:**

Public Notification Bylaw 2025-07

**TOWN OF CROSSFIELD  
PUBLIC NOTIFICATION BYLAW  
BYLAW NO. 2025-07**

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Being a bylaw of the Town of Crossfield, in the province of Alberta, to establish an alternate method or alternate methods for adverting statutory notices.

**WHEREAS**, pursuant to section 606 of the *Municipal Government Act*, a council must give notice of certain bylaws, resolutions, meetings, public hearings or other thing, **to be advertised by a municipality**; by advertising in a newspaper or other publication circulating in the area, mailing or delivering a notice to every residence residents in the affected area. or by another method provided for in a bylaw under section 606.1;

**AND WHEREAS**, pursuant to section 606.1(1) of the *Municipal Government Act*, a council may, by bylaw, **use provide for** one or more methods **to provide public notification**, which may include electronic means, for **the purpose of** advertising the proposed bylaw, resolution, meetings, public hearings and other things referred to in section 606(1);

**AND WHEREAS** Council is satisfied that the advertising methods set out in this Bylaw is likely to bring matters advertised by that method to the attention of substantially all residents in the relevant area to which the bylaw, resolution or other thing relates or in which the meeting or hearing is to be held;

**NOW THEREFORE** the council of the Town of Crossfield, in the Province of Alberta, duly assembled, enacts as follows:

**SECTION 1: TITLE**

1.1 This Bylaw may be referred to as the “Public Notification Bylaw”.

**SECTION 2: DEFINITIONS**

2.1 Words in this Bylaw have the same meaning as those set out in the *Municipal Government Act* except as follows:

- a. **“Advertise”, “Advertising”, or “Advertised”** means notice or announcement published in a public medium.
- b. **“Council”** is the duly elected officials (Mayor and Councillors) of the Town of Crossfield.

- c. **“Detailed notice”** means a notice containing all the information required under section 606(1) of the *Municipal Government Act*.
- d. **“Municipal Government Act”** means the *Municipal Government Act*, RSA 2000, c. M-26, as amended or replaced from time to time.
- e. **“Social Media”** means any electronic online form of communication through which groups of users share information and content.
- f. **“Town”** means the Corporation of the Town of Crossfield.

### **SECTION 3: ADVERTISING METHODS**

- 3.1 Any notice ~~of a bylaw, resolution, meeting, public hearing or other thing~~ required to be advertised ~~of a bylaw, resolution, meeting, public hearing or other thing and may be given~~ in accordance with the timelines prescribed in section 606(1) of the *Municipal Government Act*. The Town may choose to use one or more of the following methods to advertise or to advertise detailed notices:
- a. ~~electronically by posting the notice prominently on the Town of Crossfield’s official website at [www.crossfieldalberta.com](http://www.crossfieldalberta.com).~~
  - b. Electronically by posting the notice prominently on any of Town of Crossfield’s official social media **and alerting platforms** sites.
  - c. **The Town’s electronic opt-in communications (monthly Town Newsletter, e-Gov etc.).**
  - d. Published in newspaper(s).
  - e. **By posting the notice prominently on roadside signage located at various locations within the Town.**
  - f. **Other methods as may be directed by the Town, including but not limited posting the notice prominently on the bulletin boards in municipal facilities, mailed or delivered to every residence in the area.**
- 3.2 The Town will make detailed notices available at the Town Office for viewing by the public.

**SECTION 4: REPEAL AND EFFECTIVE DATE**

- 4.1 The bylaw shall come into effect on the third and final reading of the bylaw and is signed by the Mayor and the Chief Administrative Officer or designate, as per the *Municipal Government Act*.
- 4.2 Town of Crossfield Bylaw No. 2020-03 is rescinded in its entirety.

Given first reading this    day of    , 2025

Public Hearing held this    day of    2025

Given second reading this    day of    2025

Given third and final reading this    day of    2025.

\_\_\_\_\_  
Mayor Kim Harris

\_\_\_\_\_  
Chief Administrative Officer  
Kinza Barney

# Report to Council



**Meeting Date:** 2025-06-17  
**Meeting Type:** Council Meeting  
**Prepared By:** Russ Nash, Director of Community & Protective Services  
**Presented By:** Russ Nash, Director of Community & Protective Services  
**Subject:** Urban Tree Policy C 601-25  
**Department:** Parks

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## REPORT PURPOSE:

The purpose of this report is to recommend the adoption of an Urban Tree Policy that establishes consistent standards and practices for the management of trees within the Town’s jurisdiction, including public trees and private trees that impact Town infrastructure. The policy aims to conserve and enhance urban plantings, ensure public safety and support environmental sustainability.

## RECOMMENDATION:

THAT Council approve Urban Tree Policy C 601-25 as presented.

## PREVIOUS COUNCIL DIRECTION:

The Town currently does not have an Urban Tree Policy in place.

## BACKGROUND:

This policy defines guidelines and practices for monitoring tree conditions, as well as maintaining, removing and planting trees on Town-owned property. It also provides guidelines for accepting tree donations and how to handle situations involving trees or portions of trees (e.g. branches or roots) that encroach into Town property or interfere with Town infrastructure.

## ANALYSIS:

### Strategic Alignment

- Sustainable Community Growth
- Town Infrastructure
- Parks, Recreation & Beautification
- Social Development & Emergency Services
- Communications & Public Relations

### **Environmental Impact**

Introduction of this policy will support environmental sustainability as it proposes replacement of trees at a minimum of a 1 to 1 ratio.

### **Economic Impact**

Tree plantings enhance the aesthetics of the Town's parks and greenspaces which helps attract new residents to our growing community to support our local businesses and organizations.

### **Social Impact**

Healthy and well-kept trees, parks and greenspaces encourage residents to be proud of their community and make use of the Town's facilities.

### **Relevant Statutes / Master Plans / Town Documents**

2022 Town of Crossfield Parks and Recreation Needs Assessment

### **COMMUNICATIONS AND ENGAGEMENT:**

Internal consultation was held with relevant staff from the Parks Department while similar policies from other municipalities were reviewed to ensure practical implementation.

Once adopted, this policy can be placed on the Town's website, making it easily accessible for residents to view.

### **FINANCIAL IMPLICATIONS:**

There are no immediate financial implications for adoption of this policy.

### **ALTERNATIVES/IMPLICATIONS:**

- 1. Amend the policy** – this may delay policy implementation
- 2. Decline adoption of the policy** – this would leave the Town without clear direction on the management of trees within Town.

### **ATTACHMENTS:**

C 601-25 Urban Tree Policy Draft



# URBAN TREE POLICY

Council Policy  
C 601-25

<b>Administered By:</b>	Community and Protective Services Parks Department	<b>Policy No:</b>	C 601-25
<b>Approval Date:</b>		<b>Effective Date:</b>	
<b>Approved By:</b>	Council	<b>Resolution No.:</b>	
<b>Review Date:</b>	June 1, 2028		
<b>References:</b>			

## Policy Statement:

The Town of Crossfield recognizes the vital role that trees play in enhancing environmental quality, supporting community well-being, and contributing to the Town of Crossfield’s quality of life. This policy supports the sustainable growth of the Town’s tree canopy, recognizes the natural life cycle of trees, and outlines clear criteria for the maintenance, removal and replacement of trees, as well as and managing the impacts of private trees on municipal infrastructure.

The Town is also committed to transparent communication with property owners regarding tree management decisions to ensure long-term safety, sustainability, and community trust.

## Purpose:

The purpose of this Urban Tree Policy is to establish consistent standards and practices for the management of trees within the Town’s jurisdiction, including public trees and private trees that impact Town infrastructure. The policy aims to conserve and enhance the urban forest canopy, ensure public safety, and support environmental sustainability.

The Town of Crossfield will maintain a comprehensive tree management program that will include:

- i. Planting new trees;
- ii. Monitoring the condition of existing trees on Town property and;
- iii. Seeking alternative solutions to removing trees that hinder infrastructure or development projects.

## Scope:

This policy applies to all trees located on Town-owned lands, including road rights-of-way, boulevards, medians, and parks, as well as private trees that encroach on or impact Town property or infrastructure.

## 1.0 Definitions

- 1.1 **Arborist** means a person with a diploma or degree involving arboriculture from an accredited college or university, a Registered Professional Forester, or an accredited Certified Arborist under the International Society of Arboriculture.
- 1.2 **Boulevard** means:
- 1.2.1 The strip of land between the curb and the sidewalk and between the sidewalk and the property line, or
  - 1.2.2 Where there is no sidewalk, the strip of land between the curb and the property line, or
  - 1.2.3 Where there is no curb, the strip of land between the near edge of the road and the property line.
- 1.3 **Council** means the municipal Council of the Town of Crossfield.
- 1.4 **Donated Tree** means a tree proposed to be planted by an individual, group or organization in a Town Park or greenspace, and at no initial cost to the Town.
- 1.5 **Median** means a strip of land, often planted with trees or other vegetation, separating lanes of traffic.
- 1.6 **Park** means areas designated as public parks and open green spaces, including pathways within the Town of Crossfield.
- 1.7 **Parks Department** means a group of individuals employed by the Town on a permanent, temporary or casual basis who are responsible for designing, constructing, maintaining, and managing public parks and recreational areas.
- 1.8 **Private Property** means land owned by individuals or entities other than the Town of Crossfield.
- 1.9 **Road Right-of-Way** means the area of land legally dedicated for public use as a road.
- 1.10 **Tree** means a woody perennial plant, including large shrubs, typically a single stem or trunk growing to a considerable height and bearing lateral branches at some distance from the ground.

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- 1.11 **Town** means the Town of Crossfield, a Municipal Corporation of the Province of Alberta, including its elected officials, officers, employees, contractors, and agents acting within the scope of their duties or employment.
- 1.12 **Town Property** refers to all land owned by the Town of Crossfield, including, but not limited to:
- 1.12.1 Public parks and green spaces
  - 1.12.2 Municipal buildings and facilities
  - 1.12.3 Roads, sidewalks, medians and boulevards
  - 1.12.4 Utility corridors and rights-of-way
  - 1.12.5 Vacant or undeveloped lots held by the Town
  - 1.12.6 Leased lands under municipal agreements

## 2.0 Tree Conservation and Maintenance

### Tree Inventory and Monitoring

- 2.1 The Parks Department maintains an inventory of all public trees and regularly monitors their health.
- 2.2 The Parks Department shall develop tree planting plans on an annual basis that will detail:
- 2.2.1 the locations where new trees are to be planted;
  - 2.2.2 the locations where old trees are to be removed;
  - 2.2.3 the locations, if any, where a potential conflict may arise with future development.
- 2.3 The Parks Department and contracted firms are responsible for monitoring and ensuring the provisions of this Policy are followed.

### Pruning and Maintenance

- 2.4 Trees located on Town Property will be pruned and maintained by the Town or a contracted certified Arborist to:
- 2.4.1 Remove dead or hazardous limbs,
  - 2.4.2 Promote healthy growth,
  - 2.4.3 Maintain vertical and horizontal clearance for infrastructure (e.g. streets, sidewalks, signage, utilities, etc.),
  - 2.4.4 Reduce potential hazards to the public.

## Pesticides

- 2.5 The Town or contracted certified Arborist may apply pesticides, herbicides, or other chemical treatments as part of its regular maintenance of public lands.
- 2.6 When such applications occur on Town Property adjacent to private land, all reasonable efforts will be made to prevent drift or unintended exposure. However, the Town will not be held responsible for any damage to private property, including lawns, gardens, vegetation, or other features, resulting from legally permitted and properly applied treatments on public lands.

## **3.0 Tree Planting**

- 3.1 The Town aims to require the placement of Trees on public properties as part of its replacement program with consideration for species diversity, site conditions and long-term sustainability as selected from an established Alberta list of species which favour native plants and in accordance with the Town of Crossfield Land Use Bylaw.
- 3.2 No person shall plant trees on Town Property or cause Trees to be planted on Town Property without prior written authorization from the Town.
- 3.3 Trees planted on Town Property should be considered in accordance with the following:
  - 3.3.1 All plantings located within Town owned road right of ways and boulevards shall be approved by the Parks Department prior to installation.
  - 3.3.2 Plantings located on or within Town Property which have not been approved by the Town may be removed by the Town, with the cost of the removal being billed to the person(s) responsible for the unauthorized planting.
  - 3.3.3 Trees planted within a Road Right of Way may be replaced, at the Town's discretion, in the same location, elsewhere in the same subdivision, or on another Town property.
  - 3.3.4 Trees located on Town property shall be replaced at the following minimum sizes, at the discretion of the Town:

- i. Coniferous trees – 1.83 m (6.00 ft) in height at the time of planting
- ii. Deciduous trees – 3.05 m (10.00 ft) in height and with a minimum of 50 mm caliper measurement at the time of planting

3.3.5 All plant material and installation techniques must meet current City of Calgary guidelines and specifications.

3.4 Tree replacement shall be replaced on a 1:1 or higher ratio whenever feasible, either on the same site or elsewhere in Town.

3.5 All Tree plantings in new development will be located on the property owner's side of the property line unless previously approved in writing by the Town.

3.6 Acceptance of trees into municipal responsibility shall occur only after the following conditions have been met:

3.6.1 The trees have survived through at least one full growing season following planting.

3.6.2 They are free from visible defects, disease, or stress.

3.6.3 They meet the Town's approved specifications and standards.

Once the inspection is complete and all conditions have been satisfied, the Town will issue written confirmation of acceptance as part of the FAC process. From that point, the trees will be considered Town assets and maintained accordingly.

## 4.0 Tree Removals

4.1 Trees located on Town Property will be considered for removal based on the following conditions:

4.1.1 The Tree is dead.

4.1.2 The majority of the crown is dead, and the tree is past the stage where it can be effectively treated.

- 4.1.3 When it is necessary for insect and disease control as defined by the *Alberta Pest and Nuisance Control Regulation* as amended from time-to-time.
- 4.1.4 If the Tree has been damaged and there is no chance for the tree to remain healthy.
- 4.1.5 Trees have been found to have major decay in the trunk and are not successfully compensating for the decay on their own.
- 4.1.6 A history of repeated extensive damage has been recorded to the Town property (e.g., sewer, sidewalk, roadway) and it is in the best interest of the Town to have the tree removed.
- 4.1.7 Above or below ground utility repairs, or overhead utility clearance requires removal or trimming of trees.
- 4.1.7 Trees may only be removed for construction purposes when no reasonable or cost-effective alternatives exist to preserve them.
- 4.2 If a Tree has been inspected and is deemed a 'high risk' hazard to recognized industry standards, the removal of the Tree will be expedited as quickly as possible.
- 4.3 Tree removal will only take place after it has been evaluated by a qualified Town employee or qualified contracted service provider.
- 4.4 The Town may remove tree limbs immediately or within an appropriate timeframe based on the level of risk posed by the tree.
- 4.5 Trees that have been removed may or may not be replaced due to surrounding area circumstances and future development.
- 4.6 Tree removals may be completed on an "as time permits" basis.

## 5.0 Donated trees

- 5.1 The Town welcomes the donation of trees from residents, community groups, and businesses as a way to enhance the urban forest and support public spaces.
- 5.2 All tree donations are subject to the following conditions:

- 5.2.1 Donated trees must be of a species and size approved by the Town and suitable for the proposed planting location.
- 5.2.2 All planting locations must be pre-approved by the Town to ensure alignment with site conditions, infrastructure, and urban design standards.
- 5.2.3 The Town's Parks Department will oversee or coordinate the planting to ensure it meets proper arboricultural practices.
- 5.2.4 The following minimum sizes are recommended:
  - i. Coniferous trees 1.83m (6.00 ft) in height at the time of planting.
  - ii. Deciduous trees 3.05m (10.00 ft) in height and with a minimum of 50 mm caliper measurement at the time of planting.
- 5.3 Once planted and accepted, donated trees become the property of the Town and will be maintained as part of the municipal urban forest.
- 5.4 The Town retains the right to prune, relocate, or remove the tree in the future, as needed, for public safety, infrastructure, or forest health reasons.
- 5.5 The Town recognizes that newly planted trees are subject to various environmental factors that may affect their survival, and the Town will not replace any donated trees that die within two (2) years of planting.

## **6.0 Trees on Private Property**

- 6.1 Tree maintenance (including trimming trees, shrubs, overhanging branches or intruding roots) on private property remains the responsibility of the property owner to prevent interference with pedestrians on sidewalks or vehicles using the street or alley and prevent conflicts with public infrastructure or services.
- 6.2 Where a tree located on private property causes or risks causing damage to public infrastructure (e.g. sidewalks, underground or above ground utilities, roadways, pathways, etc.), obstruction of public spaces, and/or safety hazards to the public, the Town reserves the right to require the property

owner to mitigate the issues at their expense, which may include, but is not limited to trimming/pruning, installation of root barrier, or removal of the tree.

- 6.3 While the Town will make reasonable efforts to avoid unnecessary harm to trees on private property, it will not be held responsible or liable for any damage to such trees that encroach into Town Property or interfere with Town infrastructure during repair, maintenance, or replacement of municipal infrastructure above or below ground. The Town may trim, cut, or remove the encroaching portions up to the property line as needed to complete repairs, maintenance, or replacement of municipal infrastructure, without compensation to the property owner.

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## Outstanding Action List

#	Meeting Date	Motion #	Topic / Direction	Assigned To	Due Date	Status	Status Details
066							
065							
064							
061	May 6, 2025	111-2025	<b>Bike Park and Pump Track</b>	Kimber Olsen Russ Nash	Q2-2026	IN PROGRESS	Administration proceeding with the review and issuance of the RFP – RFP to include options for lighting and paving.
050	Feb 18, 2025	033-2025	<b>Bylaw 2025-01 – Municipal Development Plan</b>	Steve Altena	Q2 2025	IN PROGRESS	First reading given Feb 18 with public engagement - open house on March 26/25. Public Hearing scheduled for June 17/25.
041	Dec 3, 2024	<i>No Motion</i>	<b>Limit Ave Speed Change</b> – change speed limit from 50 km/h to 30 km/h.	Lindsey Nash	Q3 2025	IN PROGRESS	Dec 24/24 - Administration sent a to Alberta Transportation and Economic Corridors – waiting for response.
034	July 2, 2024	134-2024	<b>Offer to Purchase</b> – Additional information required with respect to the Offer to Purchase	Steven Altena Lindsey Nash	Q2 2025	IN PROGRESS	Administration to follow with Environmental company to interpret all environmental reports recorded on file to have a clear understanding of data. A report will be brought forward to a future council meeting in Q2 during the Land inventory discussion.
026	Feb 20, 2024	028-2024	<b>Snow Removal &amp; Ice Control Program</b> – program review	Steve Altena/ Murray Pollock	Q3 2025	IN PROGRESS	Administration is completing a program review and working on proposed recommendations.
024	Jan 16, 2024	<i>No Motion</i>	<b>Tax Sale Lands - 1316 Railway Street &amp; 1318 Railway Street</b> - Proposed Use of contaminated lands	Kinza Barney/ Lindsey Nash	Q3 2025	IN PROGRESS	Administration has signed an agreement for the completion of a Phase 2 environmental assessment on the property starting in middle of June.
004	April 4, 2023	No Motion	<b>Town-Owned Lands – Discussion on future use</b> - Administration to prepare a list of town lands and provide options for what those lands could be used for. The intent being to review town owned lands that are not currently active properties and come up with a plan.	Lindsey Nash	Q3 2025	IN PROGRESS	A detailed list of town owned land/properties has been completed and presented to Council. Administration will bring forward an updated Land Inventory outlining appraised costs on Town Lands for Council's consideration on future plans for the properties. Phase 2 quotes are in progress.
002	April 19, 2022	129-2022	<b>Town Office Development</b> – Exploration of potential options for a Town Administrative Building	Kinza Barney/ Sub-committee	Q3 2026	IN PROGRESS	A sub-committee has been formed appointing the CAO, Russ Nash. Exploration of further options and required funding strategies to be identified in 2024.