



Intermunicipal Development Plan

Northern Sunrise County B311/17

Village of Nampa Bylaw No. 439

April 2017

prepared by:



**NORTHERN SUNRISE
COUNTY**

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Section 1: Introduction

In the summer of 2016 both the Council of the Village of Nampa and of Northern Sunrise County agreed to engage in the development of an intermunicipal development plan (IDP). Common borders can result in potential conflicts between municipalities when land use plans and the resulting development patterns are incompatible. An IDP is a municipal, statutory planning document defined by the *Municipal Government Act* (the *Act*) that provides a framework for collaboration and coordination with respect to development. The *Act* is the legislative authority for the document.

Northern Sunrise County is a rural municipality in northwest Alberta with an area of 21,141km². The Village of Nampa is a farming community situated in the southern part of the County, along Highway 2. The Village of Nampa and Northern Sunrise County have a long standing collaborative relationship. They have worked together on a variety of joint initiatives, projects and services, including: NEW water Ltd., Peace Regional Waste Management Company, Community Services, the Nampa Civic Centre, the Nampa Arena, East Ridge Road, the Nampa Seed Cleaning Plant and the demolition of the Nampa Hotel.

This intermunicipal development plan aims to build on and strengthen the existing municipal relationship as the basis for future intermunicipal planning processes.

1.1 Legislative Framework

Section 631 of the *Municipal Government Act* (the *Act*) enables municipal councils to adopt an intermunicipal development plan that addresses development of lands of mutual interest. The *Act* also provides guidance with respect to the content of the IDP. However, intermunicipal development plans will become mandatory and that its required contents will likewise change with an amendment to the *Act*, *Bill 21: Modernized Municipal Government Act*, which has received third reading. Therefore, this plan is written in anticipation of those changes and aims to fulfill the requirements of both the current and proposed *Act* (Table 1).

1.2 Municipal Jurisdiction

The IDP will be adopted by each municipality as a statutory plan. Implementation initiatives, monitoring of the plan and any amendments should be undertaken jointly. Decisions to proceed with any of the implementation tasks in the Plan will be made by the Councils, and are subject to each Council's priorities, strategic plans, and availability of financial and administrative resources.

1.3 Plan Purpose

1. Create a foundation for a collaborative approach to development for the mutual benefit of both municipalities.
2. Coordinate land use planning, servicing and infrastructure provision, and development within a mutually agreed upon area.
3. Adopt planning policies to direct future decision making.
4. Identify and protect environmentally or economically significant lands.
5. Establish an implementation body that will administer the plan.
6. Establish procedures and processes that facilitate the coordination of planning and development decision-making, of conflict resolution and of plan administration.
7. Identify and protect areas that may be required for future growth of the Village of Nampa.
8. Meet the current and anticipated requirements of the *Municipal Government Act*.

Table 1 Legislative requirements of an IDP

Current Municipal Government Act	Anticipated amendment Bill 21
An IDP may provide for:	An IDP must address:
(i) the future land use within the area,	(i) the future land use within the area,
(ii) the manner of and the proposals for future development in the area and,	(ii) the manner of and the proposals for future development in the area,
(iii) any other matter relating to the physical, social or economic development of the area that the councils consider necessary.	(iii) the provision of transportation systems for the area, either generally or specifically,
	(iv) proposals for the financing and programming of intermunicipal infrastructure for the area,
An IDP must include:	(v) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,
(i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,	(vi) environmental matters within the area, either generally or specifically,
(ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and	(vii) the provision of intermunicipal services and facilities, either generally or specifically, and
(iii) provisions relation to the administration of the plan.	(viii) any other matter related to the physical, social or economic development of the area that the councils consider necessary,
	An IDP must include
	(i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,
	(ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and
	(iii) provisions relation to the administration of the plan.

1.4 Process

STEERING COMMITTEES

Joint Steering Committee

The Joint Steering Committee is made up of two political representatives from each municipality, administrative representatives from each municipality and land use planners from the Mackenzie Municipal Services Agency. The steering committee met regularly throughout the IDP process and provided feedback on the draft document and the consultation process. Additional stakeholder group representatives were consulted as needed.

Technical IDP Committee

The Joint Steering Committee is supported by the Technical Committee. The Technical Committee is made up of administrative staff from both municipalities and planners from the Mackenzie Municipal

Services Agency. Both the Village and County are members of the Mackenzie Municipal Services Agency, which provides land use planning services to the municipalities. The Technical Committee worked to consolidate technical information and provide policy options to the Joint Steering Committee.

Table 2 Joint Steering Committee

Northern Sunrise County	Village of Nampa
Garrett Tomlinson, Reeve	Perry Skrlik, Mayor
Dan Boisvert, Councillor	Dale Gach, Deputy Mayor
Cindy Millar, Director of Legislative Services	Dianne Roshuk, Chief Administrative Officer

PUBLIC & STAKEHOLDER CONSULTATION

The Joint Steering Committee approved a public consultation plan with three key phases (Figure 1). Letters were sent out to all land owners within the plan boundaries, and County representatives met individually with any interested landowners to review the IDP process and potential impacts to their lands. Stakeholder letters were also sent to 14 organizations requesting any feedback or information relevant to this plan. An open house with information about the plan and process was attended by 15 residents. The community questionnaire to request specific feedback and develop an understanding of community priorities within the IDP area was completed by 8 people. The questionnaire was available for the month of January 2017, online, at both the Village and County office, and at the open house. As the IDP process continued, a 'Frequently Asked Questions' document was prepared and posted to the project website, to address key questions in the residents feedback.

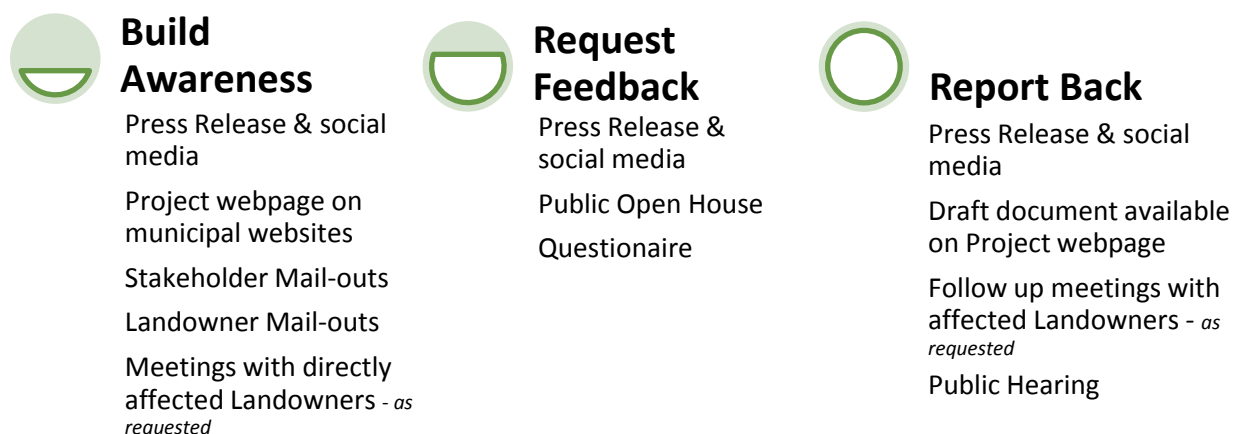


Figure 1 Public consultation plan

CONSULTATION RESULTS

Overall, residents did not indicate any major concerns with the IDP process. The survey feedback highlighted the following key themes:

- a desire for more country residential development along the (Heart) river, and better/improved infrastructure,
- minimum development next to the river and some areas for focused developments,
- the importance of economic/future development,
- support for recreational development within the Village of Nampa,
- to ensure that farmland is maintained and protected,
- a preference for industrial development to be concentrated,

- concerns regarding water and the impacts of runoff on drainage systems, and
- the impacts of the rail line on future development of adjacent lands.

BYLAW ADOPTION

Once a final draft of the IDP is accepted by the committee and the Municipal Councils of the Village of Nampa and Northern Sunrise County, the plan will undergo a bylaw adoption process. The IDP adoption process must include three readings, as well as a public hearing prior to second reading for each municipality. The public hearing will be the final formal opportunity for public feedback on the plan.

1.5 Plan Interpretation

Key phrases and terms in the IDP have been shortened or converted to an acronym. When the phrase or term first appears in the text it is written in full, followed by the acronym in brackets. The acronym is used thereafter.

Table 3 Acronyms

Full text	Acronym
Action Item	AI
Alberta Environment & Parks	AEP
Alberta Transportation	AT
Area Structure Plan	ASP
Confined feeding operation	CFO
Government of Alberta	the Government
IDP Joint Planning Area	joint planning area
Intermunicipal Development Plan	IDP
Land Use Bylaw	LUB
Municipal Development Plan	MDP
<i>Municipal Government Act</i>	MGA
Municipal Government Board	MGB
Natural Resources Conservation Board	NRCB
Northern Sunrise County	the County
Primary Joint Planning Area	PJPA
Secondary Joint Planning Area	SJPA
Village of Nampa	the Village
Watershed Management Plan	WMP

When interpreting the policy statements within this IDP document, the document should be read in its entirety to provide context. Policies are written using “shall”, “should”, or “may” statements. The interpretations of “shall”, “should”, and “may” that follow may provide the reader with a greater understanding of the intent of each policy statement:

- *Shall/Will/Must* – denotes compliance or adherence to a preferred course of action.
- *Should* – denotes compliance is desired or advised but may be impractical or premature because of valid planning principles or unique/extenuating circumstances.
- *May* – denotes discretionary compliance or a choice in applying policy.

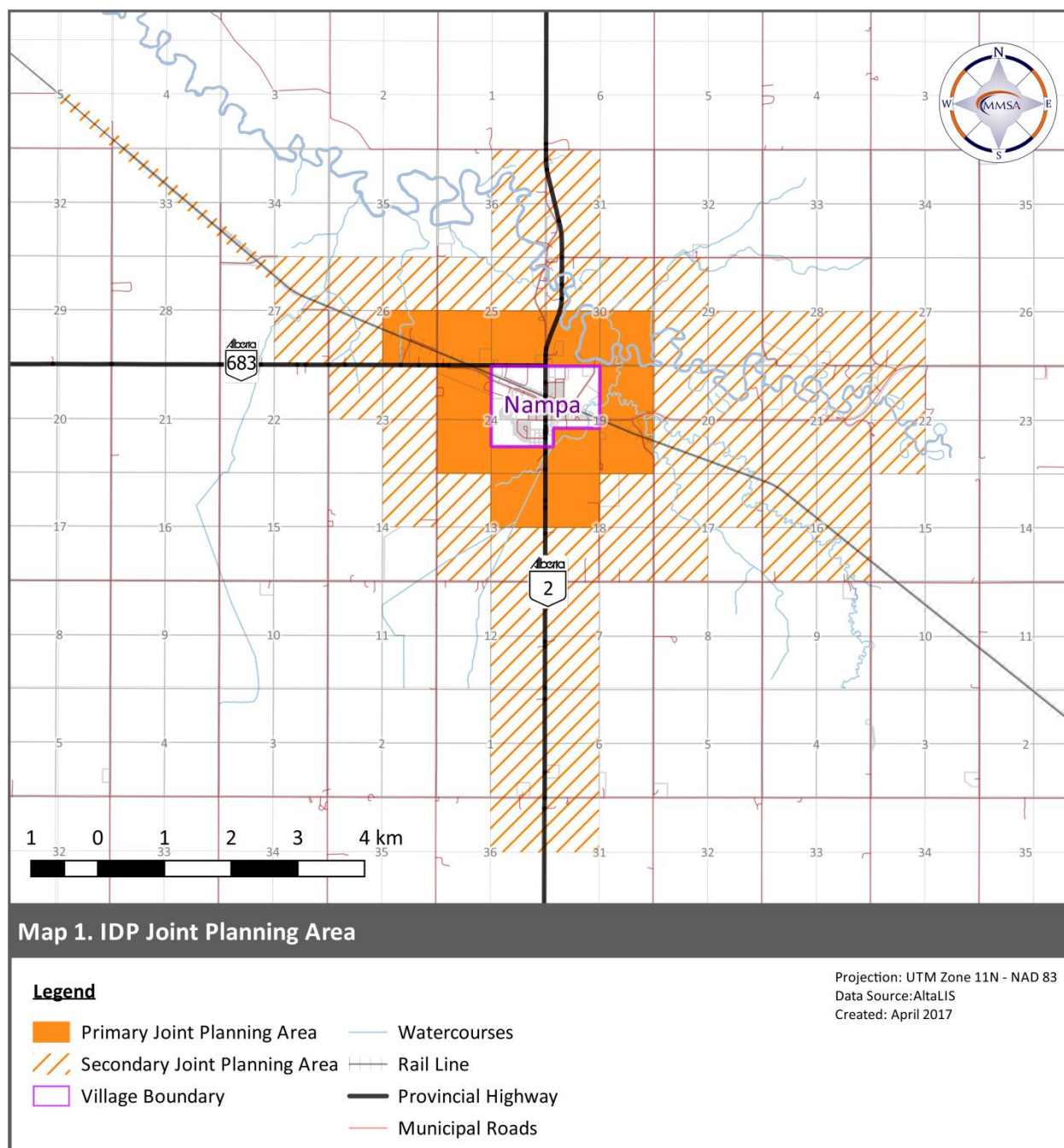
The document makes reference to a number of existing municipal bylaws and policies. For general reference, many of these documents are available on the municipal websites. However, for official reference the reader should refer to the official bylaws at the municipal offices.

Section 2: Joint Planning Area

The joint planning area is separated into a primary area and a secondary area. The primary joint planning area (PJPA) is approximately 872 hectares (2155 acres) and includes the quarter-sections immediately bordering the Village, and an additional quarter-section in proximity to the developed industrial area in the north-west, along the rail line. The rationale for including these lands in the PJPA is as follows: The lands adjacent to the Village provide the logical land base for any future expansion of the Village, and industrial developments are mostly likely to have the potential for negative/nuisance impacts to the Village, particularly to the north-west, given the prevailing wind patterns.

The secondary joint planning area (SJPA) is a further 3,699 hectares (9140 acres) and includes lands with easy access to the Village, either via road or rail. The SJPA includes quarter-sections immediately adjacent to Highway 2 between the anticipated future highway interchanges to the north and south, which was chosen as the reasonable extent of the Village's interest. Further, lands extending eastward along Twp Rd 813.5 (East Ridge Road), adjacent to the Heart River are also included, as the road provides direct access to the County from the Village and it is anticipated that there will be pressure for a concentration of country residential development. Finally, lands extending along the rail line are included both to the south-east of the Village approximately half way to the hamlet of Reno, and to the north-west for approximately 4.25 km, to capture existing industrial development along the rail. Lands immediately adjacent to the PJPA are also included in the SJPA.

- 2.1 The joint planning areas are defined as the lands lying between an inner boundary in the Village, and an outer boundary in the County, as shown in Map 1.
- 2.2 The joint planning area boundaries may be subject to periodic review and amendment.



Section 3: Planning Context

3.1 Physical Context

The Village of Nampa is located in the southwest corner of Northern Sunrise County, 27 km southeast of the Town of Peace River. The County is 21,150.97 km² in the Province of Alberta (shown in Figure 2).

LANDSCAPE¹

The Village and the lands surrounding it in the County are located in the Dry Mixedwood Natural subregion, part of the Boreal Natural region. This subregion is characterized as rolling plains, forested areas that are dominated by aspens, and fens, a type of peatland that is often integral in connecting large wetland systems. Of all the subregions in the Boreal Natural region, the dry mixedwood has the warmest summers and highest number of growing degree days.

The vegetation community includes aspen forests with undergrowth composed of rose, low-bush cranberry, beaked hazelnut and buffaloberry in upland areas, and tree, shrub or sedge-dominated fens in low-lying areas.

CLIMATE

The area has a humid continental climate with warm summers and cold winters. Located on a relatively flat, open prairie, the area is subject to winds that come predominately from the north and west.

TOPOGRAPHY

The Village and surrounding lands are located adjacent to, and partially within, the Heart River valley which flows westward along the northeast border of the Village. The lands within the joint planning area are generally flat with slight rise in elevation from north to south.

The lowest point is 560m at the river and the highest point is 580m southwest of the Village. Elevation also varies in the eastern part of the joint planning area where there are smaller tributaries off the Heart River.

SOILS

The County uses Farm Assessment Net Productivity Rating (NPR) to identify the quality of the agricultural land. The County considers “Better Agricultural Land” to be land that has a NPR equal to or higher than 41.3 or, where such a rating is not available, is a CLI Class 1 to 3. Soils in the joint planning area are predominantly Class 2H according to the Canada Land Inventory (CLI) and have a NPR rating ranging between 41.3 and 51.5. Areas within the river valley have no NPR rating and are unsuitable for farming.

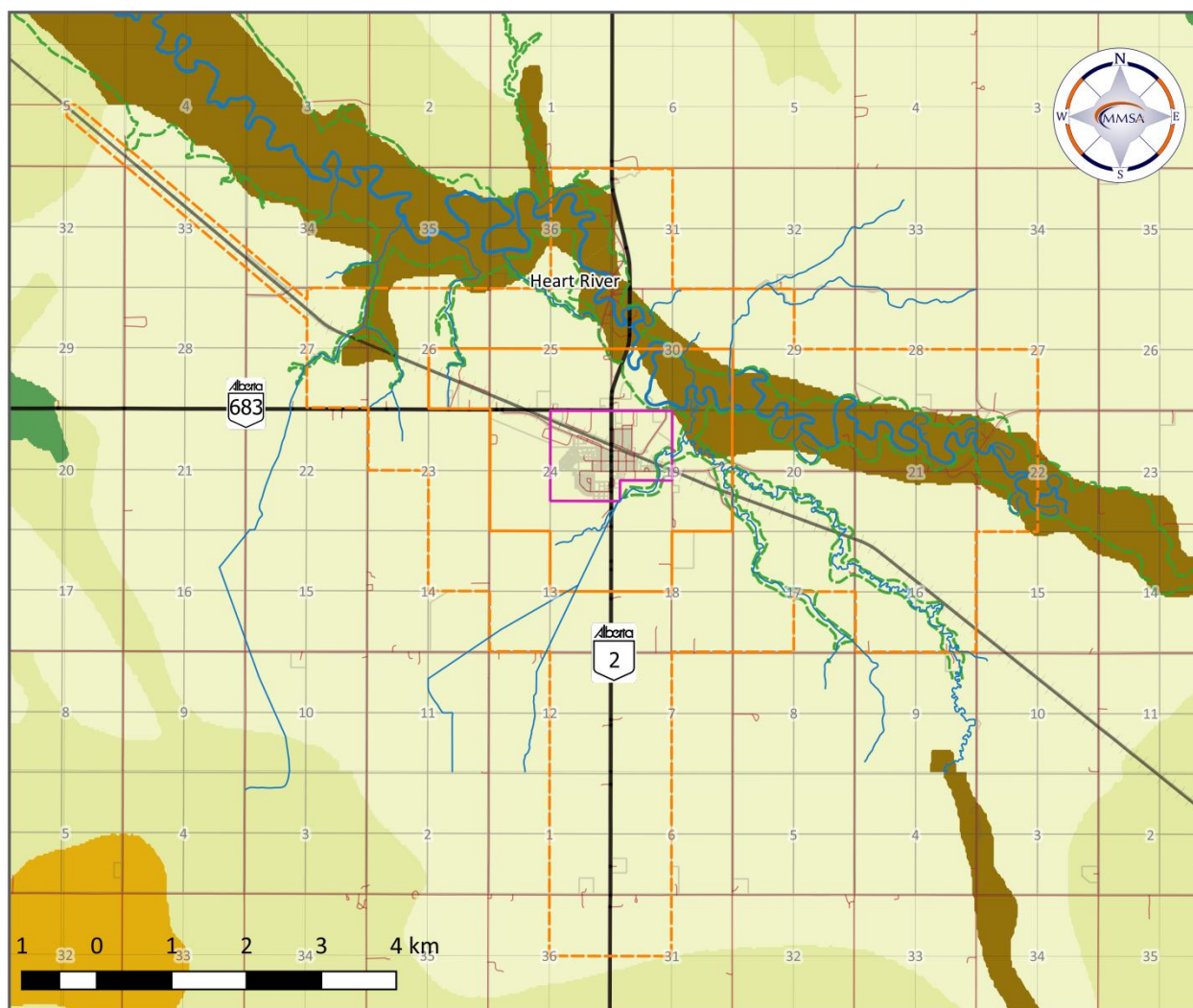
There are moderate limitations that restrict the range of crops or require moderate conservation practices. The soils are deep and hold moisture well, and can be managed and cropped with little



Figure 2 Northern Sunrise County and Village of Nampa Location Map

¹Province of Alberta, “Regional Forest Landscape Assessment, Lower Peace Region” 2012 and Ducks Unlimited Canada, “Field Guide: Boreal Wetland Classes,” 2015.

difficulty. Under good management, soils in this class are moderately high-to-high in productivity for a fairly wide range of crops. Subclass H means that there is an adverse climate as a result of cold temperatures.



Map 2. Environmental Development Constraints

Legend

- | | |
|-------------------------------|---|
| Primary Joint Planning Area | Class 2 <i>Better Agricultural Land</i> |
| Secondary Joint Planning Area | Class 3 <i>Better Agricultural Land</i> |
| Village Boundary | Class 4 |
| Top of Bank Setback Line * | Class 5 |
| Rail Line | Class 6 |
| Provincial Highway | Class 7 |
| Municipal Roads | Organic Class |
| Watercourses | |

Projection: UTM Zone 11N - NAD 83
Data Sources: AltaLIS, Thurber Engineering, Agriculture and Agri-food Canada
Created: March 2017

* In accordance with the County's LUB Section 4.5, development must be setback from this line. The setback varies from 2* Valley Depth to a maximum of 160 m, depending on valley depth. Within the IDP area the setback is generally between 65 m and 40 m. The setback may be varied by the Development Authority, when supported by a geotechnical analysis completed by a professional engineer in accordance with Section 4.5.5 for the LUB.

The Alberta Soil Survey Report is another way to identify and rate soils. According to this measure, soils in the joint planning area are predominantly rated as fairly good-to-good arable. Some land close to the river valley is rated as poor-to-fair arable.

WATERSHED AND DRAINAGE

The joint planning area lies within the drainage basin of the Heart River and some of its tributaries including Myrtle Creek (Map 2). The Heart River flows into and is a tributary of the Peace River which is the main river system that makes up the Peace/Slave Watershed.

In response to surface water quality issues the Watershed Advisory Committee (formerly the Heart River Basin Advisory Committee) was formed in 2005 to direct the development and implementation of a watershed management plan. The Heart River WMP was developed in 2008 and the Heart River Restoration Project was developed in 2005 for water monitoring and is still ongoing. In 2014-2016 the project plan included fish restoration.

3.2 Policy Context

The IDP does not exist in isolation. Rather, it works to direct and regulate development in conjunction with a variety of federal, provincial and municipal authorities, acts, bylaws, policies and plans.

PROVINCIAL AUTHORITIES

Provincial Acts which may have an impact on development within the joint planning area include the:

- *Municipal Government Act* (otherwise referred to as the *Act* within this document);
- *Land Stewardship Act*;
- *Recreation and Development Act*;
- *Public Highways Development Act*;
- *Highways Protection and Development Act*;
- *Surveys Act*;
- *Fisheries Act*;
- *Land Assembly Project Area Act*;
- *Expropriation Act*;
- *Agricultural Operation Practices Act*;
- *Historical Resource Act*;
- *Land Titles Act*;
- *Safety Codes Act*;
- *Metis Settlement Act*;
- *Environmental Protection and Enhancement Act*; and
- *Water Act*.

Within the joint planning area, Alberta Transportation in particular has a direct impact on development. A road side development permit is required from the department for any developments within 300m of the highway right-of-way or within 800m of a highway intersection.

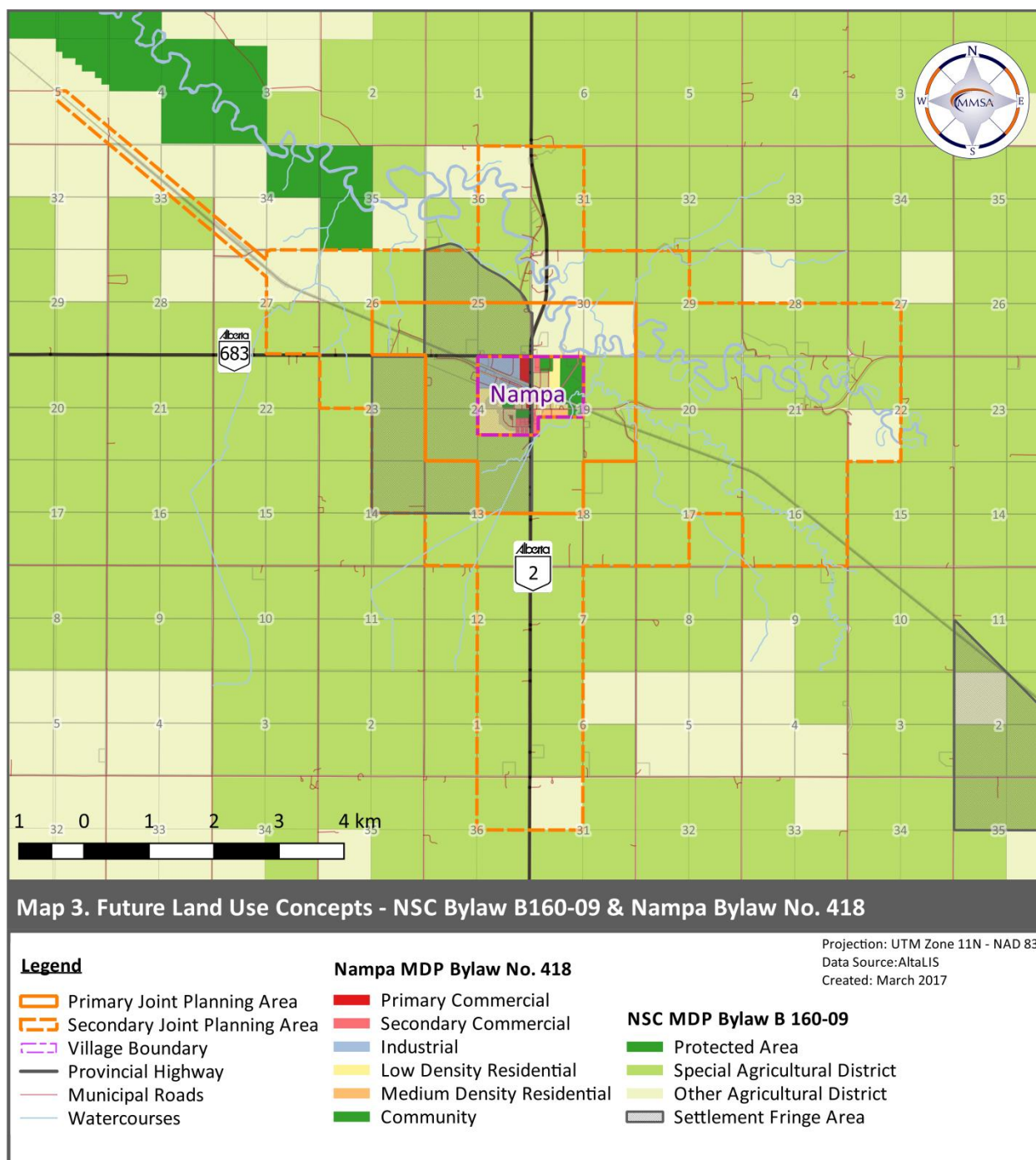
LAND USE POLICIES AND THE LAND USE FRAMEWORK

As per Section 622 of the *Act*, municipal plans must be consistent with the land use policies set out by the Government. The land use policies were adopted in 1996, and are intended to provide direction for the municipality's approach to planning and address specific land use planning issues where there is a mutual interest of both the municipality and the Province.

The Province of Alberta is currently developing regional plans under the *Alberta Land Stewardship Act*. The Lower Peace Regional Plan, which will include the Village of Nampa and Northern Sunrise County (Figure 2), has not yet begun. Once in place, the regional plans will replace the land use policies and provide a policy framework for local decision making.

MUNICIPAL DEVELOPMENT PLANS

Both municipalities have a municipal development plan that provides direction with respect to development. The undeveloped areas of the Village are primarily identified to be residential or community and green space (Schedule B of the Village MDP). The County Future Land Use Concept Map identifies the lands surround the Village as either Special Agricultural District or Environmentally Sensitive, and also identifies a Settlement Fringe area surrounding the Village to the west of Highway 2 (Map 3).



Confined Feeding Operations

Confined feeding Operations (CFOs) have been regulated and administered provincially since 2002 by the Natural Resources Conservation Board (NRCB), an agency of the Province. The NRCB regulates and approves CFOs according to the Agricultural Operations Practices Act (AOPA). The NRCB is required to deny CFO applications if the application is inconsistent with land use policies in the municipality's Municipal Development Plan. The County's MDP establishes a CFO exclusion area, which covers the majority of the joint planning area.

INTERMUNICIPAL COOPERATION AGREEMENT

The Intermunicipal Cooperation Agreement between the Village of Nampa and Northern Sunrise County" was created in 2012 and provides the framework for a range of collaborative initiatives including sharing the costs of infrastructure, assets, programs and services that provide mutual benefit. The specific agreements include:

- Family and Community Support Services;
- Fire Services Agreement;
- Assessment Services;
- Economic Development and Tourism (EDT);
- Inter-Municipal Development;
- Complementary/Shared Bylaws, Policies and Enforcement;
- Residential Refuse Collection;
- Senior's Van; and
- Mediation/Facilitation and Arbitration.

3.3 Human Settlement Context

POPULATION

The 2016 census shows a population of 364 for the Village² and 1,891 for the County³. A population change of 0.6% and 5.6 % respectively. The long term trend for both municipalities has been an overall decrease in population. This is likely the result of two significant demographic trends, a decrease in family/household size and a consolidation of agricultural land into fewer, larger farms with fewer people and larger equipment.

Table 4 Population

	2016	2011	2006	2001	1996	1991
Northern Sunrise County	1,891	1,791	1,747	2,123	2,264	1,612
Village of Nampa	364	362	360	372	427	496

LAND USE

Land Use Bylaw and Existing Zoning

As required by Section 640 of the *Act*, both municipalities have a land use bylaw that regulates the use and development of land and buildings within the municipality. The land use bylaw delineates the development rights of land owners at the present time. It divides a municipality into land use districts that specify what types and densities of development are permitted. Northern Sunrise County recently adopted a new land use bylaw, in February 2016. The Village of Nampa's current land use bylaw has been in effect since 2013.

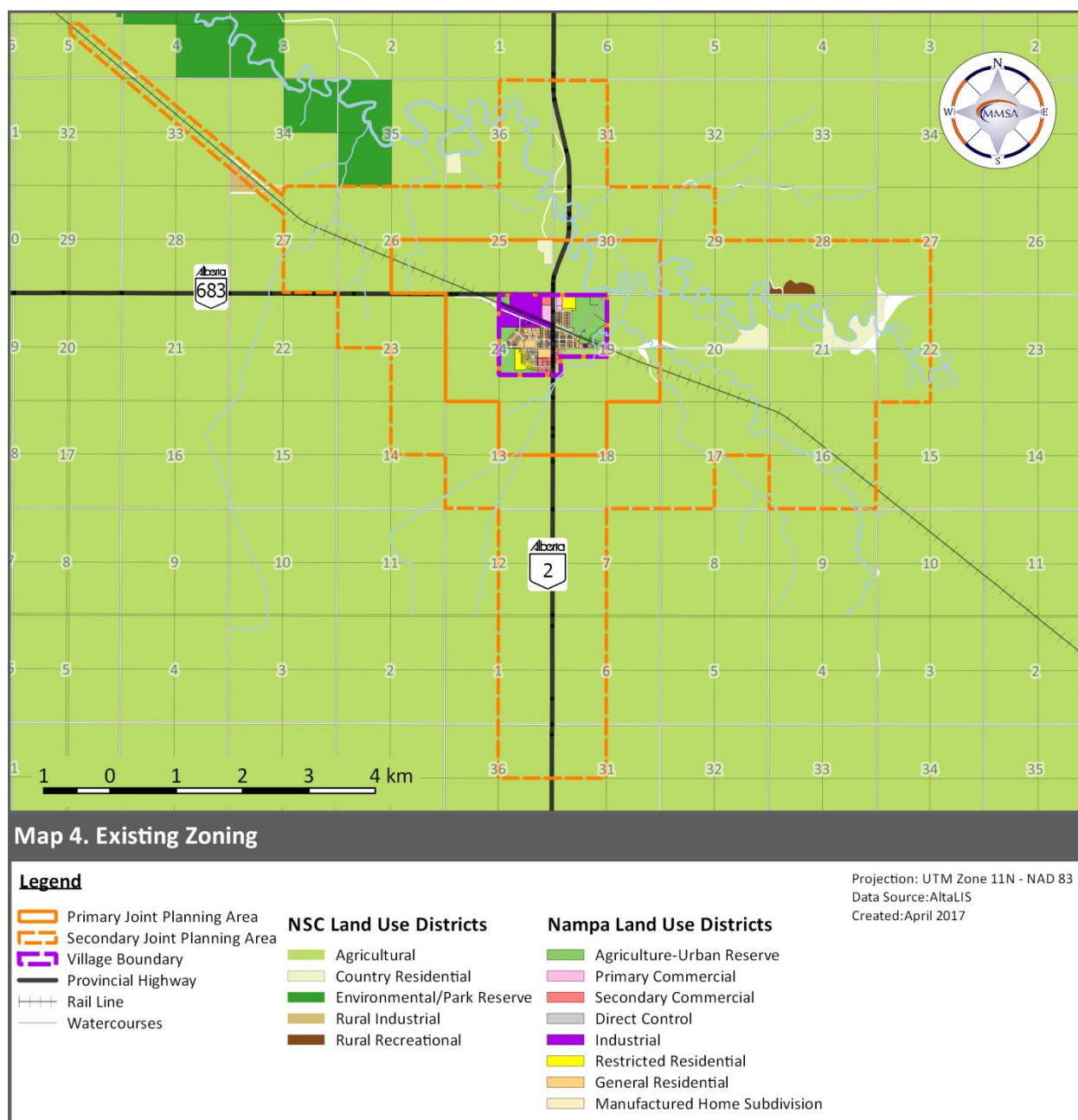
As shown in Map 4, the majority of the IDP joint planning area within Northern Sunrise County is zoned Agricultural District, with the exception of one Country Residential (CR) District parcel in SE-25-81-12-5, one CR area in NE-20-81-20-W5M, four CR parcels in NE-21-81-20-5 and two adjacent parcels in NW-22-81-20-5, one rural industrial parcel in SW-34-81-21-5 and one rural recreational site (the Heart River golf course) in SW-28-81-20-5. The purpose of the Agricultural district is to "provide for the conservation of land for agricultural purposes, to minimize the fragmentation of agricultural land and, to limit the non-agricultural land uses to those which are not likely to interfere or be incompatible with agricultural land uses." The Agricultural district allows for up to 2 residential parcels (the parcel balance and a 'first parcel out') on a quarter-section. Each residential site may have up to two dwelling units (the primary dwelling and an accessory dwelling). Any development beyond the density limitations set out in the agricultural district requires a rezoning amendment to the land use bylaw. Non-agricultural related uses enabled in the Agricultural district are quite limited. The enabled uses with the most significant potential to take land out of agricultural production are Agricultural Industry, Auto Wrecker, and Natural Resource Extraction.

² Source: Statistics Canada. 2017. Nampa, VL [Census subdivision], Alberta and Division No. 17, CDR [Census division], Alberta (table). Census Profile. 2016 Census. Statistics Canada Catalogue no. 98-316-X2016001. Ottawa. Released February 8, 2017.

<http://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/index.cfm?Lang=E> (accessed March 1, 2017).

³ Source: Statistics Canada. 2017. Northern Sunrise County, MD [Census subdivision], Alberta and Canada [Country] (table). Census Profile. 2016 Census. Statistics Canada Catalogue no. 98-316-X2016001. Ottawa. Released February 8, 2017.

<http://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/index.cfm?Lang=E> (accessed March 1, 2017).



Undeveloped lands within the Village at the urban-rural border are predominantly zoned Agriculture – Urban Reserve District. The intent of the Agriculture – Urban Reserve District is to reserve undeveloped lands for future subdivision and development and prevent premature subdivision and development. To develop these lands in a manner consistent with the developed areas of the Village will require a rezoning amendment to the land use bylaw. In addition to the urban reserve areas, a number of undeveloped parcels adjacent to Highway 2 are zoned Secondary Commercial.

Existing Land Use

Extensive agriculture is the dominant land use in the joint planning area, as well as within undeveloped lands within the Village. A number of non-agricultural uses also exist, including a golf course and campground. There are 12 residences in the PJPA and 41 residences in the SJPA on full quarter-sections

or multi-acre residential parcels. In the northwest joint planning area, adjacent to the railway there are a number of industrial uses including manufacturing, intensive agriculture and other agricultural related industries. There are currently no CFOs with NRCB issued permits within the IDP area.

Within the Village the dominant land use is residential, interspersed with community uses. There are industrial lands, predominantly in the northwest area of town, adjacent to the rail line and commercial lands, primarily adjacent to Highway 2.

Land Ownership

The primary joint planning area covers 14 quarter-sections (or portions of) with 21 separate parcels of land. The secondary joint planning area includes a further 57 quarter-sections and 68 individual parcels. The majority of parcels within the joint planning area are full quarter-sections. Consistent with the agricultural nature of the area, a number of land owners own multiple quarter-sections. However, no one land owner owns a disproportionate amount of land.

TRANSPORTATION INFRASTRUCTURE

Highway and Municipal Roads

Highway 2 travels through the Village of Nampa, and is the main north-south access into the community and part of the national highway system⁴. Highway 683 travels along the north-west border of the Village and connects with Railway Avenue, which is the main westerly access into the Village. 99th Avenue/Twp Rd 813.5 (East Ridge Road) is the main easterly access into the community; it transitions from a paved, two-lane road in the Village to a gravel road in the County.

Highway 2 and 683 are under provincial jurisdiction and are maintained by Alberta Transportation. It is anticipated that Highway 2 will be upgraded and routed around the Village to the east (Map 5). It is understood that the traffic volumes do not currently warrant the highway twinning and reroute and, it is not known when the highway reroute will occur. When the reroute does occur, access into the Village is not anticipated to change, with interchanges planned for north of the Village, near South Harmon Valley Road, and south of the Village, at Reno Road, at the edge of the joint planning area.

Within the Village, the urban transportation network includes paved roads with curb and gutter, as well as a sidewalk network. Pedestrian crossings of the highway are restricted to one crosswalk adjacent to the school.

Rail

The rail corridor passes through the Village and joint planning area from south-east to north-west. The rail line is a principal branch line of CN Rail's network. Agricultural trans-loading facilities are located within the Village boundary and a siding line extends west in the joint planning area. Under the *Guidelines for New Development in the Proximity to Railway Operations* (2013) prepared for the Federation of Canadian Municipalities and the Railway Association of Canada, the standard recommended setback for the development of new sensitive uses in proximity to railway operations is 30 metres for a principal line and 300 metres for a rail yard.

⁴ https://www.tc.gc.ca/media/documents/policy/NHS_2007.pdf

Power

Gas

Natural gas service is provided by ATCO gas within the Village and East Peace Gas Co-op in the joint planning area.

Oil & Gas

As shown in Map 5, there are thirty known abandoned wells and no active wells located in the joint planning area.

Pipelines

An abandoned pipeline owned by ATCO Gas and Pipelines Ltd. is located on the west side of the joint planning area. ATCO Gas actively owns and operates natural gas pipelines for the existing service in the Village. The East Peace Gas Co-op actively owns and operates pipelines for residential and commercial service in the joint planning area.

MUNICIPAL INFRASTRUCTURE

Municipal Waste: Peace Regional Municipal Waste Corporation

Both municipalities are part of the Peace Regional Municipal Waste Corporation (PRWMC), in partnership with the Town of Peace River. The Corporation is a Part 9 Company with shares held by each municipality and is governed by a Board of Directors. Northern Sunrise County has three Directors on the Board while the Village of Nampa has one. The Village is responsible for garbage collection within the Village. A waste transfer station, owned and operated by PRWMC is located in the joint planning area.

Municipal Water: NEW water Ltd.

Both municipalities are part of the NEW water Ltd. Corporation (NwL), along with the Woodland Cree First Nation. The Peace River is a drinking water source for both the Village and the East Peace Water Co-op. NEW water Ltd. is a Part 9 Company that has shares held by these three entities with the County having 62% of the shares, Woodland Cree First Nation with 25%, and the Village of Nampa with 13%. Each municipality has three Directors on the Board. Administration and utilities operations for NwL are contracted to Northern Sunrise County with fees being charged to NwL for these services. The Village is responsible for water distribution within the Village and East Peace Water Co-op is responsible for water distribution in the Plan area.

Municipal Sewer

The Village is responsible for wastewater collection and treatment within the Village and includes a sewer and storm sewer infrastructure to provide services to its residents and developed areas. Residential and industrial developments in the joint planning area utilize on-site septic systems.

INTERMUNICIPAL SERVICES

Community Services and FCSS

The County Community Services Department provides Family and Community Support Services to residents in the County as well as the Village.

NEW water Ltd.

NEW water Ltd. is a regional water system that provides potable water to both the Village and the County, including lands in the joint planning area.

Assessment

The County is accredited to provide property assessment services and is the service provider for a number of neighbouring municipalities, including the Village of Nampa.

Protective Services

Protective Services for the Village of Nampa is coordinated with the County's Protective Services Department. The Nampa Volunteer Firefighters have a fire hall in the Village of Nampa Public Works building.

Economic-Tourism Development Committee

The County has an Economic-Tourism Development Committee that is represented by a member of County and Village Council as well as members at large from the County.

Nampa & District Agricultural Society

Both the Village of Nampa and Northern Sunrise County have Council representatives appointed to the Nampa & District Agricultural Society.

Section 4: Plan Administration

Plan administration and procedures to amend and repeal the plan are requirements set out by the MGA to ensure that relevant information is communicated properly and a process is in place to resolve conflicts.

4.1 Administrative Body

The County and Village will work together to administer, implement and monitor this Plan.

- a. At the recommendation of municipal administration, ad hoc meetings between the Chief Administrative Officers, Mayor/Reeve and Deputies, hereafter referred to as the *Council Subcommittee*, may be held to address any arising issues.
- b. The IDP will form a part of the agenda at the annual joint meeting of Councils. **AI**
 - i. Administration(s) shall prepare a summary report of the land use and development activities in the joint planning area for the previous year.
 - ii. The Councils shall consider:
 1. Any proposed amendments to the IDP;
 2. Any proposed annexations;
 3. Whether an IDP review is required and to what extent; and
 4. Any proposed joint activities or initiatives within the IDP area for the coming year.

4.2 Planning Referrals

While each municipality retains the authority and jurisdiction over statutory plans, planning policies and subdivision and development proposals, the decisions made by one will affect the other. Both municipalities recognize the importance of coordinating future development and providing the neighbouring municipality the opportunity to review and provide comment on future development proposals or changes to the municipal planning framework. As such, the County and the Village agree to the following referral policies and processes (summarized in Figure 3):

4.2.1 GENERAL

- a. A municipality may provide comment on planning proposals within the neighbouring municipality.
- b. The comments should address, but are not limited to, the specific implications a proposal may have on the municipality's own planning and development, and the provision of services and infrastructure.
- c. If a reply or request for an extension is not received within the response time, it is assumed that the responding municipality does not have any comments or objections to the proposal.
- d. The referrals shall be made and considered prior to a decision being made. In the case of statutory documents, referrals shall be made prior to a public hearing.
- e. The municipalities are encouraged to refer any other applications or information to each other, not outlined below, if some benefit may be derived or impact may occur in the other jurisdiction.
- f. Consistent with Section 5.3.2 (a) the municipalities will refer any application where the development or subdivision proposal in the other municipality will result in access being required from an adjoining road under the neighbouring municipality's control or management. The affected municipality must give its approval or decision in writing prior to the application being considered complete by the other municipality.

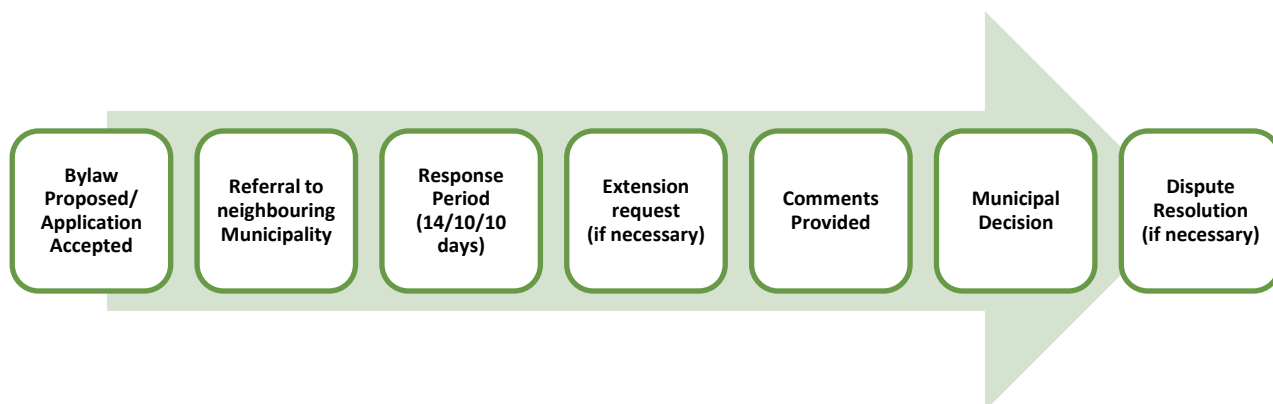


Figure 3 Generalized Referral Process

4.2.2 MUNICIPAL DEVELOPMENT PLANS, AREA STRUCTURE PLANS, PLANNING STUDIES

- a. Consistent with Section 636 of the MGA, the Village and the County will refer any proposed amendment to the MDP that will have an impact on this Plan or any new MDP, to the other municipality for comment.
- b. The Village and the County will refer any proposed amendment to an ASP, or any new ASP within the primary joint planning area, the secondary joint planning area or within the Village to the other municipality for comment.
- c. The Village and the County will refer any Planning Studies relevant to the primary joint planning area, the secondary joint planning area or within the Village to the other municipality for comment.
- d. The municipality shall have 14 calendar days to provide a written response, or request a time extension. A time extension request may be requested for a maximum of 30 additional days. Additional time may be granted at the discretion of the referring municipality.

4.2.3 LAND USE BYLAWS

- a. The Village and the County will refer any proposed LUB redesignation amendment within the primary joint planning area, the secondary joint planning area or within the Village boundaries to the other municipality for comment.
- b. The Village and the County will refer any proposed text amendment to the LUB that will have an impact on this Plan, or any new LUB to the other municipality for comment.
- c. The municipality shall have 14 calendar days to provide a written response, or request a time extension. A time extension request may be requested for a maximum of 30 additional days. Additional time may be granted at the discretion of the referring municipality.

4.2.4 SUBDIVISION APPLICATIONS

- a. The County's Subdivision Authority shall refer all subdivision applications within the primary and secondary joint planning areas to the Village, excepting those subdivision applications that conform to an approved Area Structure Plan.
- b. The municipality shall have 10 calendar days to provide a written response, or request a time extension. A time extension request may be requested for a maximum of 30 additional days. Additional time may be granted at the discretion of the Subdivision Authority.

4.2.5 DEVELOPMENT APPLICATIONS

- a. The County's Development Authority shall refer all development applications within the primary joint planning area to the Village.

- b. The County's Development Authority shall refer all discretionary use development applications within the secondary joint planning area to the Village.
- c. Notwithstanding the above, the County's Development Authority shall refer a development application where the application involves a use of land which may have a significant impact on the Village and/or noxious, hazardous or otherwise detrimental impacts on lands within the Village.
- d. The Village's Development Authority shall refer any development permit application which may have a noxious, hazardous or otherwise detrimental impact on lands within the County.
- e. The municipality shall have 10 calendar days to provide a written response, or request a time extension. A time extension request may be requested for a maximum of 20 additional days. Additional time may be granted at the discretion of the referring municipality.

4.3 Plan Term and Renewal

The IDP is a long-term planning document that will direct future planning projects and support an intermunicipal dialogue on development matters.

- a. The Village and County should consider whether a major review is required 5 years after the date of adoption of the IDP and every 5 years thereafter, or an alternative time as agreed upon by the municipalities.
- b. If there are no major changes at that time, the municipalities shall reaffirm their commitment to the plan.
- c. Should the review reveal a need for significant changes to the bylaw, the municipalities shall initiate a process to develop a new plan document.

4.4 Plan Amendment

The IDP should be amended by both Councils on an as-needed basis to make revisions that reflect changes in the community and municipal policy within the plan area. The MGA requires that neighbouring municipalities have an IDP.

The following policies guide the process for amending the IDP.

- a. For an amendment to have effect, both municipalities must adopt the amending bylaw.
- b. If one municipality proposes an amendment its IDP bylaw, the initiating municipality must provide written notice of its intent to amend as well as the rationale, to the other municipality.
- c. Within 60 days of the date of the written notice, the municipal Councils shall meet to review the proposal. The Councils shall work to one of the following outcomes:
 - i. The Councils resolve the issue, and the initiating Council provides written notice to the respondent municipality of withdrawal of its original notice.
 - ii. The Councils agree to the proposal, and both municipalities initiate processes to amend the bylaw.
 - iii. The Councils do not agree on the proposal but agree to engage the dispute resolution process outlined in Section 4.5 to identify a resolution. The municipalities shall abide by the results of the dispute resolution process.

4.5 Dispute Resolution

A dispute resolution process is a requirement of the MGA and is used to help municipalities resolve any conflicts that may arise between the Village and the County with regard to any matter related to the IDP or any lands identified therein (summarized in Figure 4).



Figure 4 Generalized Dispute Resolution Process

4.5.1 ADMINISTRATIVE REVIEW

- a. Upon receipt and review of a planning proposal referred from one municipality, the administration of the respondent municipality may provide comments to the applicant municipality, as set out in the Section 4.2.
- b. If concerns are raised, the Chief Administrative Officers or designates shall meet to review the issues. If the meeting does not resolve the issues, the dispute will be referred to an ad hoc meeting of the Council Subcommittee.

4.5.2 COUNCIL SUBCOMMITTEE

- a. The Council Subcommittee will meet upon receiving reports from each administration. The Committee will consider the issues and determine whether:
 - i. to support or oppose the proposal and forward the agreement to both Councils; or
 - ii. no agreement can be reached and report accordingly to both Councils.
- b. A facilitator may be employed to support the Committee's efforts to reach an agreement if both municipalities agree.
- c. The cost of a facilitator may be split between the County and the Village.

4.5.3 MUNICIPAL COUNCILS

- a. Once both Councils have received the report from the Council Subcommittee, each will determine a position on the issue.
- b. If both Councils support the proposal, it may proceed.
- c. If the Councils do not agree on the proposal, it shall be referred to mediation.
 - i. In the event that the two municipalities resort to mediation, the applicant municipality will not give approval in the form of second and third readings to appropriate bylaws until mediation has been pursued.

4.5.4 MEDIATION

- a. The mediation process will occur based on the following:
 - i. Agreement by both Councils to equally share the costs associated with the mediation process, unless otherwise agreed upon;
 - ii. Agreement by both Councils on the appointment of a mediator;
 - iii. Agreement on a mediation schedule, including the time and location of meetings and a deadline for the completion of the mediation process; and
 - iv. Appointment by both Councils of an equal number of Councillors from the Councils to participate in the mediation process.
- b. If the municipalities agree, any members of the Council Subcommittee or administrative staff from either municipality who are not participating directly in the mediation process may serve as resource persons to the mediation process.

- c. Each municipality will provide the mediator and the other municipality with a written response to the initial report of the other municipality within 20 business days of receipt of the initial report.
- d. All participants in the mediation process are required to keep the details of the mediation process confidential.
- e. The mediator will submit a report to the Councils at the conclusion of the mediation process.
- f. If an agreement on the proposal is reached, the two Councils will approve the mediation by resolution and the applicant municipality may proceed to second and third reading of the bylaw(s) or decision on the application.

4.5.5 APPEAL

- a. If no agreement is reached through mediation or if one or both Council(s) do not support the mediator's report,
 - i. the applicant municipality may decide to give second and third reading to the bylaw(s) or issue a development permit or approve a subdivision application; or
 - ii. the municipalities may agree to seek assistance of the Alberta Municipal Affairs Dispute Resolution Services.
- b. Following third reading and signing of the bylaw(s), the respondent municipality may exercise its right to appeal the matter to the MGB, established by Section 690 of the *Act*.
- c. Any appeals related to subdivision and development permit applications shall be resolved through existing statutory appeal processes.

Section 5: Land Use Policies

This section of the IDP includes the land use policies and the Land Use Concept (Map 6) for the joint planning area. These policies apply only to lands in the joint planning area. Lands outside the joint planning area in either the County or the Village are not subject to the IDP or its policies.

Each municipality is the decision making authority for lands within their boundaries, but will consider and apply the policies and procedures set out in this plan. New municipal plans, subdivision and development applications are subject to the policies of the IDP.

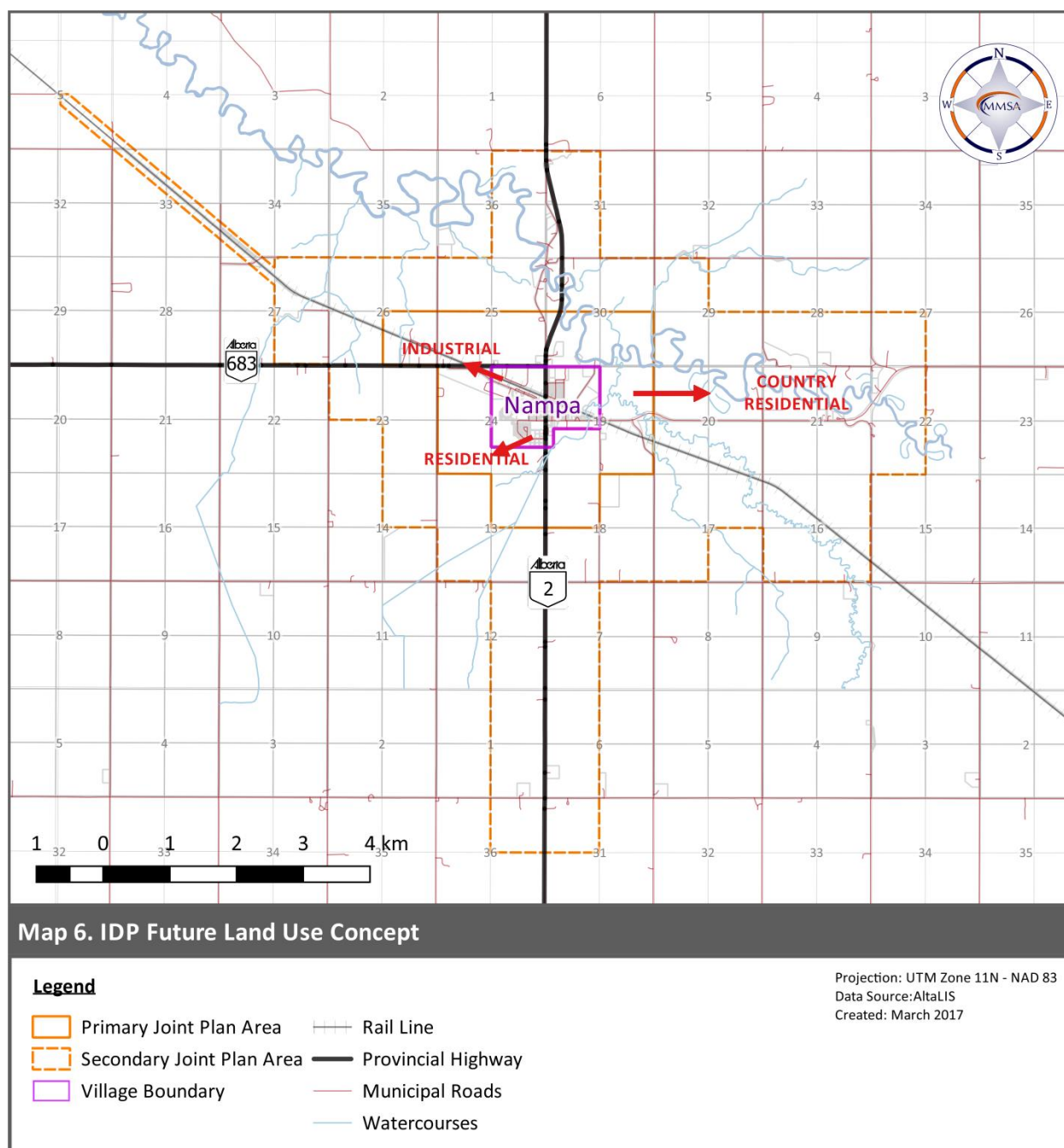
5.1 Future Land Use

Future land use is anticipated and directed by each municipality's Municipal Development Plan. Consistent with the policies set out in those plans, neither the Village nor the County anticipate the annexation of any land from the County to the Village in the near term.

5.1.1 GENERAL

- a. The IDP affirms the future land use direction outlined in the Village's and County's MPD, Bylaw No. 418 and No. B160-09, respectively.
 - i. Notwithstanding the above, the County's MDP identifies a Settlement Fringe Area on the Future Land Use Concept Map (Schedule K) that is inconsistent with the direction set out in this plan and without providing policies that direct future development patterns within the identified area. The County should update the Future Land Use Concept of MDP to be consistent with the direction set out in this plan. **AI**
 - ii. Notwithstanding the above, the County's MDP identifies a limited rural residence area north of Nampa. The County should update rural residential policies to consider Country Residential development near the Heart River and Twp Rd 813.5. **AI**
- b. Notwithstanding the above, the Village and County affirm the generalized development direction outlined in Map 6 Future Land Use Concept.
- c. The County shall ensure that new development patterns are considered subject to the Area Structure Plan policies of the MDP.
 - i. The County should review and reaffirm the requirements for Area Structure Plans established by the MDP. **AI**
- d. Future development within the primary joint planning area may be considered, provided it does not substantially fragment the lands and compromise the future expansion of the Village. Lands adjacent to the Village should be protected from interim development and land uses that could interfere with or limit future urban expansion.
- e. Unless otherwise agreed to by the Village, Municipal Reserve dedications within the PJPA should be deferred to the balance of the quarter-section.
- f. The County should consider an amendment to the Land Use Bylaw that establishes all enabled uses within the PJPA as discretionary, to facilitate added oversight of development within proximity of the Village. **AI**
- g. Urban development should be focused within the Village. In particular, commercial development that may reasonably be accommodated within the Village shall be prioritized to the Village.

- h. The County and Village may consider the setbacks recommended by *the Guidelines for New Development in the Proximity to Railway Operations* (2013) when considering new development in proximity to the rail line.



5.1.2 ANNEXATION

- a. The annexation process shall be governed by the *MGA* annexation requirements and the processes established by the Municipal Government Board.

5.2 Specific Land Use Policies

5.2.1 AGRICULTURAL

Agriculture is the primary use the lands surrounding the Village, is central to the economy of the area and provides a lifestyle that is valued by local residents. Both municipalities recognize the continued importance of that use.

- a. Priority is placed on the preservation of arable lands for agricultural production and agricultural use with the joint planning areas.
- b. Urban expansion (through annexation) may occur on agricultural lands where necessary to logically extend urban land uses and services.
 - i. Notwithstanding the above, urban expansion should concentrate on lands within the current Village boundaries, prior to expanding into the County. The existing land base within the Village allows for significant residential expansion, relative to the currently developed lands.
- c. The municipalities will work together to encourage good neighbour farming practices.
 - i. Interface or transition tools that mitigate the potential for conflicts should be considered for any new, agricultural development proposals. These tools include fencing, controlled access, site design, and environmental stewardship requirements and education.
- d. No confined feeding operations shall be supported within 3.2 kilometres (2 miles) of the Village. The above is consistent with Section 7.7 of the County's MDP, which sets out land use provisions to provide the NRCB with direction with respect to the placement of new or expanded Confined Feeding Operations.
 - i. Any future amendments or new plans shall continue to establish said land use policies, which provide land use planning guidelines to the NRCB, within the MDP.
 - ii. The County should consider whether an increase in the minimum separation distance prescribed in the MDP between a confined feeding operation and the Village is warranted. **AI**

5.2.2 RESIDENTIAL

Second to agricultural land uses, the residential use of the lands surrounding the Village is a dominant characteristic of the area. It is expected that the demand for country residential subdivisions to increase, particularly to the east, along East Ridge Road, where the topography of the land creates fragmented parcels and picturesque settings.

- a. Consistent with the County's Municipal Development Plan, country residential development within the County is encouraged on land with a low NPR and/or fragmented land as well as within the Heart River valley, subject to the limits of environmental constraints.
- b. The County shall ensure that new residential development, in excess of what is provided for with the Agricultural District provisions of the County's LUB are considered subject to the Area Structure Plan policies of the County's MDP.
- c. Residential development at urban densities, with parcels less than or equal to one (1) acre, with urban services (as identified in Section 5.3.3), shall be restricted to the Village.

5.2.3 RECREATIONAL

The Heart River Valley is a significant natural feature within the plan area. Existing recreational development, namely the golf course and associated campgrounds take advantage of this resource, however, there is limited public access to the valley near or adjacent to the Village. As new development proceeds, there may be opportunities to provide for new public access to the river.

- a. The Village and the County may collaborate, along with relevant third parties, to explore the recreation and open space potential of the Heart River Valley.

5.2.4 INDUSTRIAL AND COMMERCIAL

Both the Village and the County want to enable local commercial and industrial development, to allow residents to meet core needs locally, to provide a complete community, to have access to meaningful employment opportunities, and to a strong sense of place and identity.

- a. Through their individual planning efforts, the County and Village shall review their land use patterns to ensure an adequate inventory of commercial and industrial development lands within the municipality and should consider the following:
 - i. The distribution of commercial and industrial tax assessment in relation to residential uses, and
 - ii. Changes in the supply of available development lands.
- b. The municipalities agree that the preferred direction for long term growth of industrial lands is to the north-west.
- c. The Village and County may engage in an Area Structure Plan and annexation process to increase industrial land supply within the Village. **AI**
- d. The Village and County will consider the impact of industrial traffic on Village roads as part of any development proposal.
- e. The municipalities agree that the preferred direction for development of commercial lands is within the Village.
- f. The Village may engage in an Area Redevelopment Plan to maximize the potential of its commercial lands. **AI**

5.3 General Land Use Policies

5.3.1 ENVIRONMENTAL MANAGEMENT

The Village and the County recognize the importance of respecting and enhancing the natural environment. Policies and regulations with respect to environmentally sensitive areas, riparian lands, and development buffers can have a positive impact on the quality of life of residents as well as the environment. Conversely, failure to do so can have negative impacts on municipal infrastructure, neighbouring land uses and residents, as well as natural systems.

- a. The County, along with relevant third parties, will continue to collaborate to implement the Heart River WMP through the Watershed Advisory Committee.
- b. The Village and County should act as an intervener on regulatory hearings of the NRCB for regulated uses affecting the Heart River watershed.
- c. The Village and/or County shall emphasize the importance of riparian and wetland areas and their preservation as part of the development process and should consider whether a wetlands assessment or environmental impact assessment is needed to support new development proposals.
- d. The Village and the County shall protect environmentally sensitive areas and municipally identified riparian zones and water bodies, through the reverse and easement mechanisms established by the *MGA* and *Alberta Land Stewardship Act*.
- e. The Village and County shall require that FireSmart principles and guidelines are incorporated into development decisions, including new Area Structure Plans, subdivision applications and development proposals.

5.3.2 TRANSPORTATION

The Village and the County agree on the importance of considering the impact of development on the municipal road infrastructure.

- a. Each municipality must be notified of any development or subdivision proposal in the other municipality that will result in access being required from an adjoining road under its control or management. The affected municipality must give its approval or decision in writing prior to the application being considered complete by the other municipality.
- b. Either municipality may require a developer to enter into a Road Use Agreement to control traffic, manage dust and/or maintenance issues if access to the development is required from a road under its jurisdiction or control.
- c. Both municipalities agree to work towards a coordinated approach to maintenance, and as required, upgrading of shared or connected transportation systems.
- d. In accordance with the Provincial Land Use Policy number 7 (Transportation), the Village and County should have regard for Alberta Transportation's long term plans for Highway 2 when considering any new development proposals.

5.3.3 INFRASTRUCTURE

The Village and County recognize the importance of a distinction between the infrastructure provision on lands within the Village and within the County. The presence or absence of municipal services significantly impacts the developability of land. Servicing impacts the type of the development that may be responsibly and cost-effectively developed on a parcel of land. Typically, municipal services, including water, stormwater, and sanitary services are provided within urban municipal boundaries.

- a. Land outside the Village limits is intended to be un-serviced.
- b. The Village and County will prioritize public (re)investments in community facilities and infrastructure within existing built up areas to minimize off-site costs and maximize the use of existing infrastructure.
- c. The County and the Village will direct development that requires urban services to locate within the Village.
- d. The County and the Village will direct development that requires rural services to locate within the County.
- e. The extension of urban services to support development should be accommodated through annexation.
- f. The County and Village will continue to work together through NEW water Ltd to provide potable water.
- g. The County will support water co-op connections for uses that are consistent with the policies of this IDP, such as connections to individual residences and developments serviced by private, onsite sewage systems.

Section 6: Implementation

6.1 Intermunicipal Initiatives

The County and Village have a strong history of intermunicipal cooperation and have undertaken a number of intermunicipal initiatives to ensure a range of services are available to their residents, in a cost-effective way. An Intermunicipal Cooperation Agreement between the Village of Nampa and Northern Sunrise County was created in 2012, which formalized many of these initiatives.

- a. The County and Village shall continue to work together to coordinate and collaborate for the logical provision of community facilities and services including sharing the costs of infrastructure, assets, programs and services that provide mutual benefit.

6.2 IDP Action Items

Action Items have been highlighted throughout the document by the following symbol: **AI**. These include amendments to statutory documents, as well as other joint initiatives and activities that will continue to strengthen the relationship between the County and Village and its ongoing intermunicipal planning processes.

6.3 Financing

- a. The existing cost sharing arrangements between the Village and County, and any proposed changes thereto will form a part of the agenda at the annual joint meeting of Councils.
- b. The municipalities may cooperate to establish an offsite levy, development charge or user fee, pursuant to the requirements of the *MGA*, to fund municipal costs associated with the maintenance or expansion of municipal infrastructure.

Appendix 1 – Glossary

Act means the *Municipal Government Act*, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

Adjacent land means land or portion of land that is contiguous to the parcel of land that is subject to a development application and/or subdivision application and includes land or portion of land that would be contiguous if not for a public roadway, primary highway, river or stream, or reserve lot.

Annexation means the transfer of land from the jurisdiction of one municipal government to another municipal government. The process through which annexation occurs is defined by the *Municipal Government Act*.

Appeal means a process for requesting a formal change by either Northern Sunrise County or the Village of Nampa to the Municipal Government Board (MGB), for the purpose of challenging the other municipality's planning decision for lands within the IDP joint planning area.

Area Structure Plan (ASP) means a statutory plan adopted by Council that provides the framework for subdivision and development of an area of undeveloped land. Area Structure Plans are further outlined in the *Municipal Government Act*.

Council Subcommittee means a committee comprised of appointed municipal Councillors from each municipality and the Chief Administrative Officers.

Intermunicipal Development Plan means a statutory plan that is jointly prepared by neighbouring municipalities, and includes areas of land situated within the boundaries of the municipalities as they consider necessary. Intermunicipal Development Plans are further defined in the *Municipal Government Act*.

Joint planning area means the lands identified in Map 5 of this document, which are subject to the IDP policies laid out in this IDP document.

Land use interface means those areas where different land uses meet and interact, and may take place within or across the municipal boundary ("municipal interface").

Mediation means the process involving a neutral person/party as a mediator who may be engaged in order to assist Northern Sunrise County and the Village of Nampa should a dispute resolution be triggered during the intermunicipal planning process. The purpose of the mediation would be to reach mutually acceptable recommendations and action items by way of structuring negotiations, facilitating communication, and identifying issues and interests of both municipalities.

Municipal services refers to a water distribution system, sewage collection system or any other utility services that may develop in the future that conform to municipal standards.

Open space means all land and water areas either publicly owned or offering public access, that are not covered by structures. Open space includes current and potential parks, natural areas, pathways, roadway greens, lands for parks and recreation facilities, golf courses, cemeteries, and other types of alternative open space.

Riparian buffer means a vegetated area (a “buffer strip”) near a stream or water body that helps shade and partially protect the water body from the impact of adjacent land uses.

Shared open space means an Open Space that is interconnected across municipal borders.

Shared riparian buffer means a Riparian Buffer that is interconnected across municipal borders.

Statutory Plan means a Municipal Development Plan, Area Structure Plan, Area Redevelopment Plan, or Intermunicipal Development Plan adopted by Municipal Council pursuant to the MGA.

Watershed Management Plan refers to a comprehensive guidance document that may address many issues in a watershed including water quality, water quantity, point and non-point source pollution and source protection. It may also look at ways to better integrate land/resource within a watershed.

Appendix 2 – Action Items

Policy No.	Action Item	Page
4.1 (a)	The IDP will form a part of the agenda at the annual joint meeting of Councils.	18
5.1.1 (a) i	The County's MDP identifies a Settlement Fringe Area on the Future Land Use Concept Map (Schedule K) that is inconsistent with the direction set out in this plan and without providing policies that direct future development patterns within the identified area. The County should update the Future Land Use Concept of MDP to be consistent with the direction set out in this plan.	23
5.1.1 (a) ii	The County's MDP identifies a limited rural residence area north of Nampa. The County should update rural residential policies to consider Country Residential development near the Heart River and Twp Rd 813.5.	23
5.1.1 (c) i	The County should review and reaffirm the requirements for Area Structure Plans established by the MDP.	23
5.1.1 (f)	The County should consider an amendment to the Land Use Bylaw that establishes all enabled uses within the PJPA as discretionary, to facilitate added oversight of development within proximity of the Village.	23
5.2.1 (d) ii	The County should consider whether an increase in the minimum separation distance prescribed in the MDP between a confined feeding operation and the Village is warranted.	25
5.2.4 (c)	The Village and County may engage in an Area Structure Plan and annexation process to increase industrial land supply within the Village.	26
5.2.4 (f)	The Village may engage in an Area Redevelopment Plan to maximize the potential of its commercial lands.	26