



**PUBLIC HEARING MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, MAY 12, 2025, 6:00 P.M.**

Page

1. CALL TO ORDER

2. ATTENDEES

3. PURPOSE

- a) The purpose of this Public Hearing is to receive and consider; Bylaw No. 2060 to regulate the use and development of land and buildings within the Town of Carstairs in accordance with the provisions of the Municipal Government Act (MGA).

4. DELEGATIONS

- a) Brian Conger & Kirk Williscroft (addendum 4.a)



5. GENERAL DISCUSSION

6. ADJOURNMENT

2 - 13



Town of Carstairs – Land Use Bylaw Update

Public Hearing (May 12, 2025)

- LUB Project Background
- LUB Update Process
- Big Moves



- The current Land Use Bylaw (LUB) was last comprehensively updated in 2007 (Bylaw No. 2007)
- There have been amendments over the years, but there was:
 - A need update the procedural and development permit process to align with current best practices and changes in regulation
 - An opportunity to incorporate additional flexibility into regulations to respond to evolving development trends
 - 18 years' worth of change that needed to be accounted for



Project Background

Project Work Plan



• **Phase 1: Understanding Your Needs**



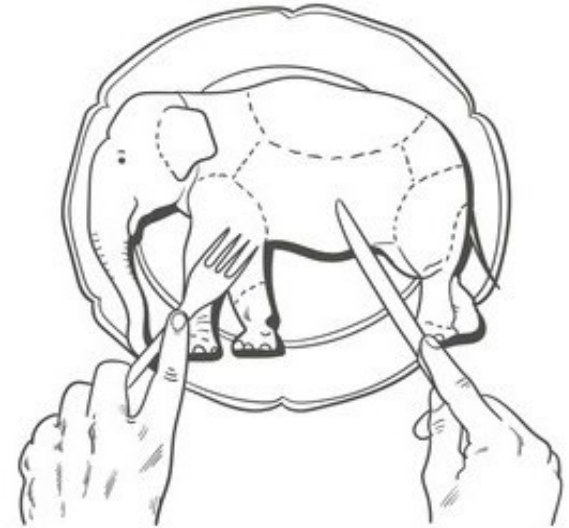
• **Phase 2: Section-By-Section Preparation**



• **Phase 3: Community Engagement**



• **Phase 4: Refine, Circulate, and Adopt**



Phase 1: Understanding Your Needs

July to October 2024

The initial phase of the project was designed to familiarize our team with the current LUB and develop an understanding of the shortcomings and opportunities from the perspective of Administration and stakeholders, in order to build a new cohesive bylaw document.

Task 1 Start-Up Meeting. Held July 17th

Task 2 Technical Review and Content Matrix.

Task 3 Draft Recommendations.



Phase 2: Section-By-Section Preparation

November 2024 to January 2025

Using the information obtained in Phase 1, we updated sections 1 & 2 of the LUB document and undertook a targeted revisions of other sections. Administration provided feedback on each section as it is submitted. This process has been designed to compartmentalize the different sections of the bylaw document before rebuilding the LUB using an updated template.



Task 1 Section One (Purpose) Revision.

Task 2 Section Two (Procedures) Revision.

Task 3 Targeted Revisions to Other Sections.

Task 4 “Consolidated” Draft LUB.

Phase 3: Community Engagement

January to March 2025

Community consultation for the LUB was been designed to be informative and straightforward, providing in-person and online opportunities to engage the public. Using both in-person and online methods allows a wider audience to provide feedback and increases the number of residents and stakeholders who are able to participate in the process.



Task 1 Hello to Council. January 16th at the P&P Meeting

Task 2 Virtual Open House. Live February 12-28th – 277 Visitors

Task 3 Online Survey. Live February 12-28th – 18 Respondents

Task 4 WWH Report + Proposed LUB Edits.

- Window signs added
- Nuisances defined

Phase 4: Refine, Circulate, and Adopt



March to May 2025

The final steps in creating the new LUB involve formal circulation of the bylaw in alignment with the MGA and the Town’s legal counsel to get a final set of seasoned eyes on the LUB prior to adoption.

Task 1 “Circulation” Draft + Circulation. in Circulation March 27 to April 18th

- Circulation included typical referral agencies as well as review from the Town’s legal counsel and additional follow-up with Mountain View County who replied with:

“There are no comments or concerns from Mountain View County regarding Bylaw 2060.”

Task 2 Final Draft LUB.

- Copy editing & legal interpretation clarification
- Restricting 3rd Party Advertising (apart from Billboards)

Task 3 Adoption Support + Public Hearing. Today!

- Contents were lightly re-organized (definitions moved to the back) and renumbered and slightly bylaw reduced from 103 to 98 pages
- Readability has been improved by creating new tables and illustrations for several regulations and reformatting signage content
- Definitions and Uses (and Use Definitions) have been modernized and clarified – making the bylaw easier to read and interpret



Section 1 (Purpose):

- Removed application fees from the LUB (refer to the Fees and Rates Bylaw)

Section 2 (Procedures):

- Shifted decisions on discretionary uses to Development Staff from the Municipal Planning Commission (MPC)
- Updated Development Staff variance authority from 10% to 25% before referral to the MPC
- Revised the appeals section and timeframe to align with current legislation

Section 3 (General Regulations):

- Minor edits/additions including new deck regulations, clarifying sea cans and accessory buildings etc.
- Updated parking requirements, relaxation to align with neighboring Towns



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Section 4 (Specific Uses & Activities):

- Existing Accessory Suites and Home Occupation content split into new uses
- New Solar Panel Content

Section 5 (Land Use Districts)

- Former DC1 is now the Agribusiness District
- Former DCBP is now the Business Park District

Section 6 (Definitions)

- Consolidating Uses Where Appropriate: for example, Retail uses are now differentiated on size – Small (<1,000m²), General (1,000-4,000m²) and Large (>4,000m²)





Thank You!

