



Outline Plan: Terms of Reference

Enabling legislation

1. Municipal Government Act

The requirement for an Outline Plan (OP) or Conceptual Scheme is provided for in section 5(e) of the Municipal Government Act (MGA) – Subdivision and Development Regulation. An OP is not recognized as a statutory document under the MGA. The OP is a combination of technical documents requested by Leduc County that has the main purpose of accompanying:

- a. A redistricting application;
- b. A subdivision application; or
- c. A development application that contains one or more non-residential land uses.

An OP may be a requirement under an adopted Area Structure Plan (ASP) or Local Area Structure Plan (LASP).

Generally an OP relates the land subject of an application (redistricting, subdivision or development) to future subdivision and development of contiguous lands. This type of planning exercise requires the participation of one or more private consultants of the Proponent's choice.

2. ASPs, LASPs and other Strategic Documents

An OP must be in compliance with the ASP and/or LASP that it falls within.

A proponent may desire to simultaneously conduct an LASP and OP in order to optimize the planning process. Should this be the case, the proponent is strongly encouraged to speak with Leduc County Administration, prior to commencing work on the project.

3. Other legislation

Other pieces of legislation and policies from the provincial and the federal government are applicable within Leduc County. OP's that are adopted must be in compliance with those pieces of legislation and policies.

Format and content

Being conducted at the local scale, the OP has the advantage of enabling the proponent to analyze and present the detailed context (compared to other levels of planning) in order to facilitate the desired outcome (i.e. redistricting, subdivision, or development). Therefore, the OP is a combination of multiple technical reports and analysis that addresses the common land use concept established in previous planning exercises such as an ASP or LASP. The reports to be included must be prepared by an Alberta recognized certified professional (e.g. Profession Planner, Engineer, etc.).

At a minimum, an OP shall:

- a. Describe the sequence of development (staging) in the plan area;
- b. Describe the proposed land uses and densities in the subject area in specific terms;
- c. Provide the detailed engineering for transportation and servicing;
- d. Provide an on-site geotechnical analysis;
- e. Provide an environmental analysis;
- f. Delineates the blocks, the lots, the sub-basins as well as the developable areas within the OP; and
- g. Locate:
 - i. Transportation routes;
 - ii. Public utilities;
 - iii. Parks, trails, and open spaces, school and other public amenities;
 - iv. Municipal Reserve (MR) and Environmental Reserve (ER);
 - v. Infrastructure and facilities for the water, wastewater, and stormwater servicing strategy; and
 - vi. Right-of-ways and/or easement for all of the above.

An OP may also include any other matters that Leduc County deems necessary as well as other additional requirements as per the ASP or LASP adopted for the area.