



Downtown Area Redevelopment Plan



*Town of Bonnyville
"It's Multi-Natural"*

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IT'S MULTI-NATURAL

2007  Pioneering the Future of Bonnyville
Les pionniers de l'avenir de Bonnyville  2007

Bylaw 1337-09
Adopted June 23, 2009

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**Town of
Bonnyville**



Downtown Area Redevelopment Plan

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ABBREVIATIONS

ARP	Area Redevelopment Plan
BRZ	Business Revitalization Zone
CPTED	Crime Prevention Through Environmental Design
LEED®	Leadership in Energy and Environmental Design
MGA	Municipal Government Act
RCMP.....	Royal Canadian Mounted Police



Downtown Area Redevelopment Plan

1.0 INTRODUCTION

1.1 Context

The Town of Bonnyville is located in northeastern Alberta, approximately 250 kilometres northeast of Edmonton. Bonnyville's population was approximately 5,832 in 2006 (Statistics Canada, 2006 Federal Census), increasing by 2.2% over the Town's population in 2001. While this rate of increase is lower than the provincial average over that same time frame, Bonnyville continues to see steady growth as its role as a service centre for surrounding agricultural and oil and gas development is maintained. Overall, Bonnyville provides for over 10,000 people in its service area, and over 60 national and international oil and gas companies have located offices in Bonnyville in the past few years. Many businesses, offices, and other services have long been located in the Downtown, primarily on 50 Avenue, which is also the alignment of Provincial Highway 28. This high-volume artery, while offering some challenges, provides excellent exposure to many of the businesses located in the Downtown (see Figure - 1 Regional/Local Context).



Bonnyville is also a regional centre for enjoying the natural environment; for example, bird watching enthusiasts flock to Bonnyville's Jessie Lake every spring to spot the nearly 200 bird species that use the lake as a stopping ground on their migration route. There are also several lakes providing recreational activities and seasonal accommodation in the area, attracting visitors year-round.



1.2 Area Redevelopment Plan Boundaries

The Bonnyville Downtown Area Redevelopment Plan (DARP) applies to land located in the central area of the Town. The DARP boundaries extend from 53 Street on the western end, to 46 Street on the eastern end. Portions of the DARP area are also located north of 49 Avenue/Lakeshore Drive, and south of 54 Avenue. The specific boundaries of the DARP are shown on Figure 2A - Plan Area, and Figure 3 - Aerial Photo. The boundaries of the DARP area were approved by Town Council on July 10, 2007. At that time, it was also determined that additional "sub-areas" would be identified where Council may choose to implement strategies and policies of the DARP over time, as shown on Figure 2B. While not technically within the boundaries of the DARP, these areas could be considered for redevelopment that is consistent with the Plan.

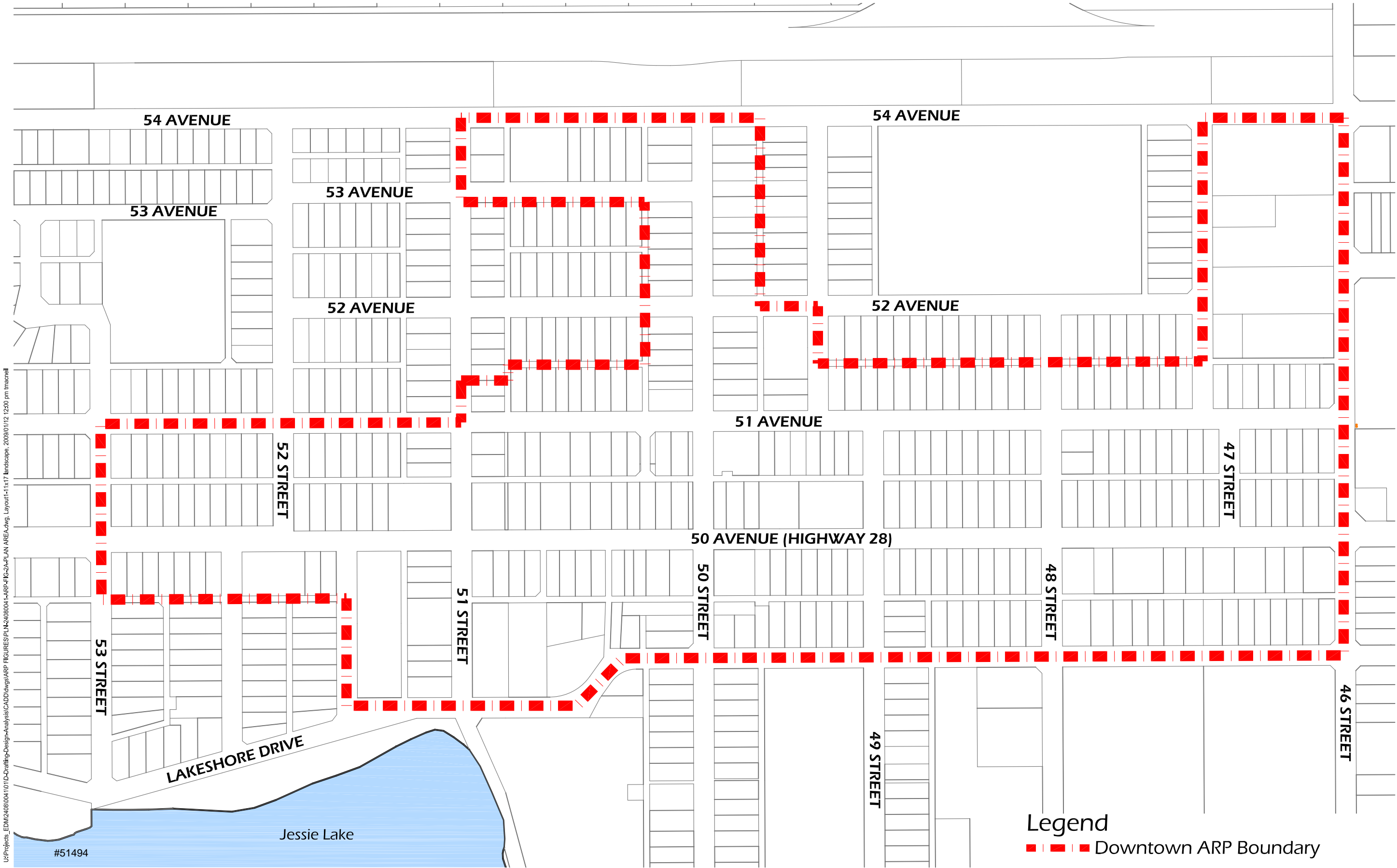




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Town of Bormyville
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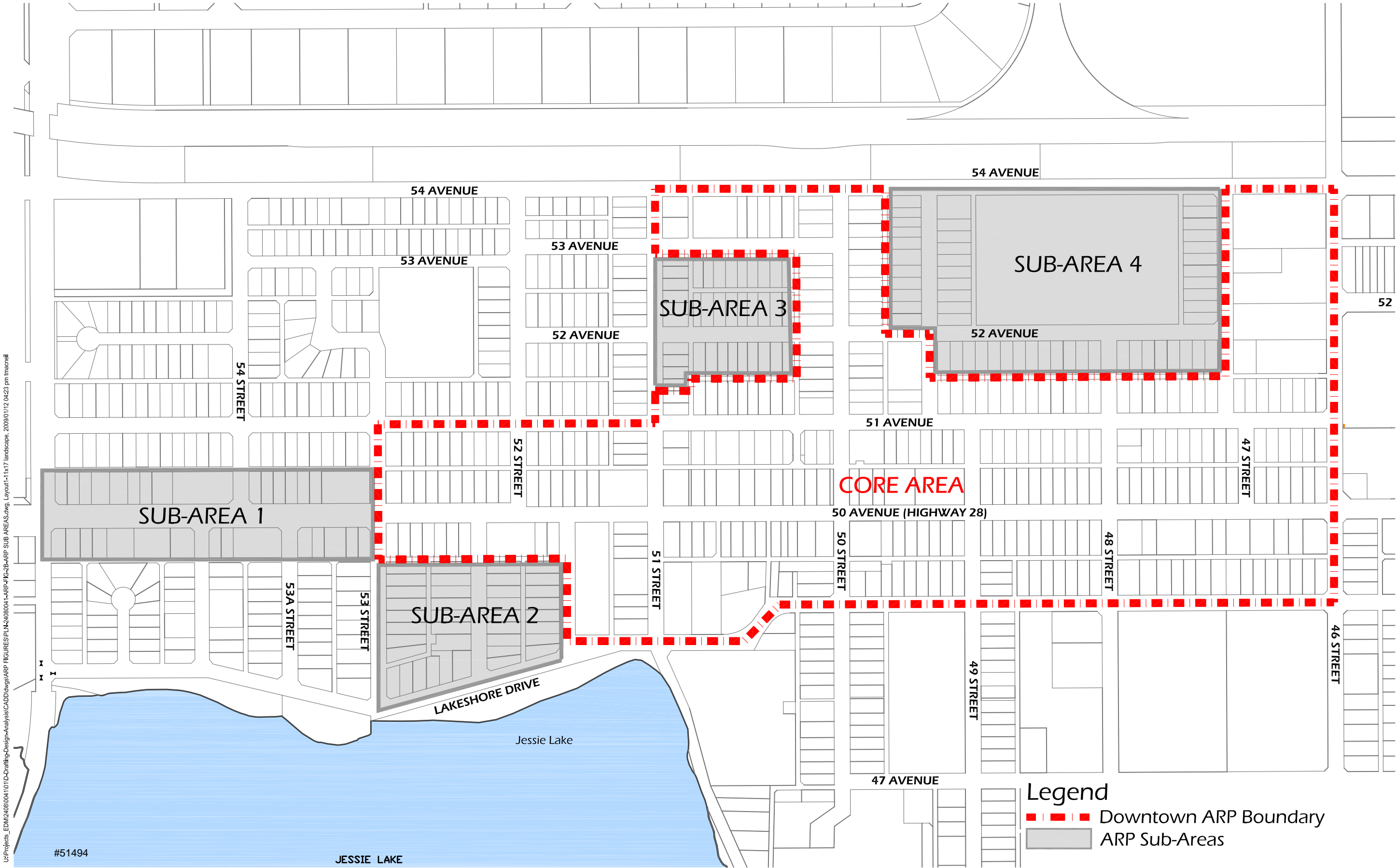
Legend
- - - - - Downtown ARP Boundary

Plan Area

FIGURE
2A



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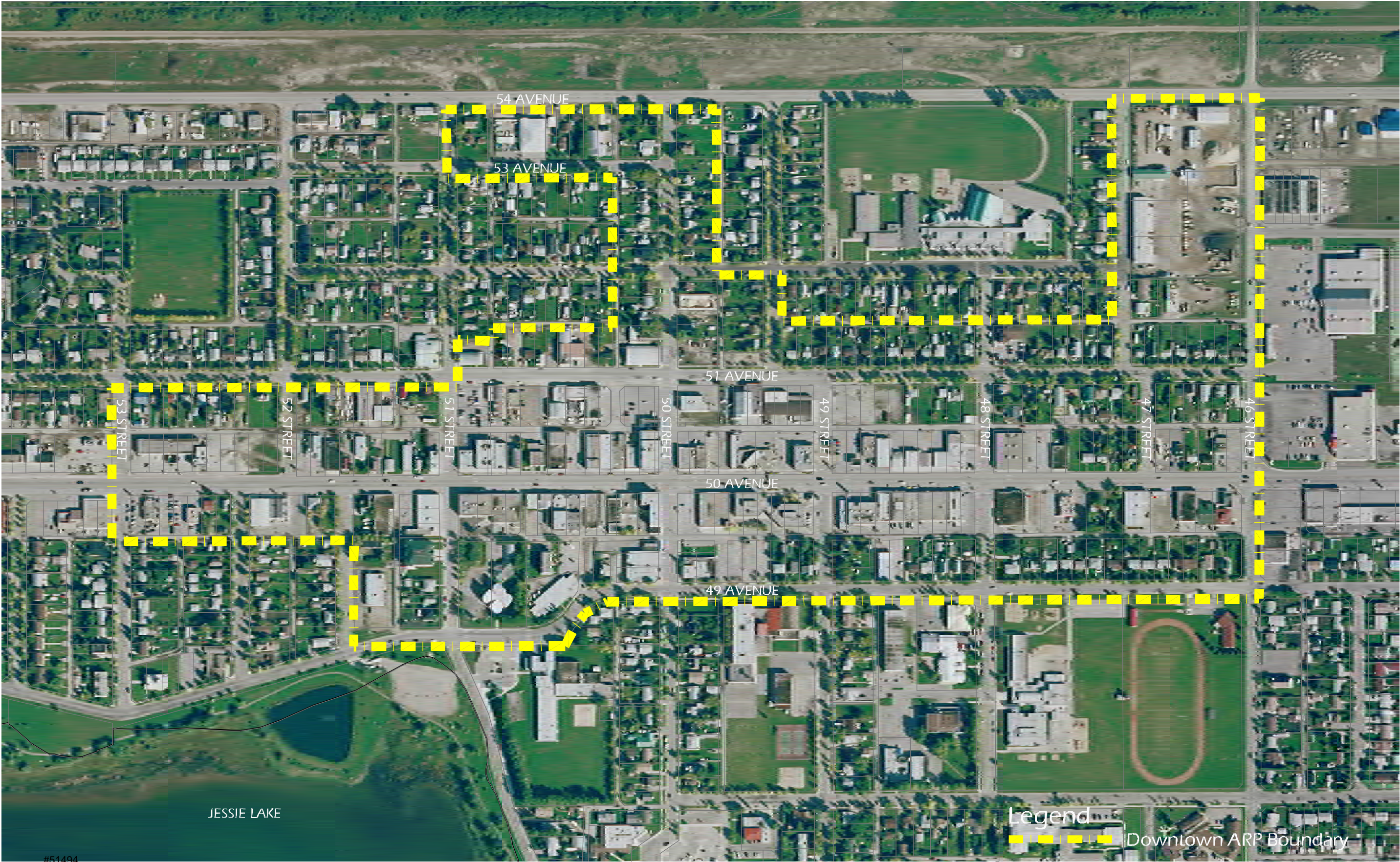
ARP Sub-Areas



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Aerial Photo

FIGURE

3

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Downtown Area Redevelopment Plan

1.3 History of Bonnyville

Bonnyville's roots go back to the turn of the twentieth century, which saw three waves of European immigrants settle in the area between the years 1907 and 1918. Among the first were French Catholic missionaries, including the Reverend Father Francis Bonny, after whom Bonnyville takes its name, and Father Adeodat Therien, who was instigated by the famous Father Albert Lacombe to help the Metis (people of mixed Native/European heritage) settle in the area.

In 1908, the first school was established by Ernestine Ouimet to teach seven students, while Father Bonny and the Reverend John Duclos (of the Presbyterian Church) built the first churches in the area. In 1910, the first post office opened with the name of Bonnyville, and in 1915, as the result of a petition circulated by Pierre Robitaille, the municipal district of Bonnyville was formed.



During this time, a young pilot named Grant McConachie flew fresh fish from the surrounding lakes around Bonnyville to a train where they were shipped to Chicago and New York. His business continued to expand until it became Canadian Airways, later known as Canadian Pacific Airlines, of which McConachie served as president.

The Canadian National Railway built a line that reached the area in 1928, and on September 2 of the following year, Bonnyville was established as a village. A short 20 years later, in 1948, it was incorporated as a Town.



Downtown, ca. 1948



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In 1949, Bonnyville entered a new stage of growth as a regional energy centre. That year, a natural gas field was discovered within the town limits - a field which has not only created hundreds of jobs, but which also has supplied the community with a convenient and stable source of natural gas. Two short years later, oil was also discovered in the area. Growth and employment opportunities from these discoveries have continued since.



Bonnyville Hotel, ca. 1955

In 1984, Bonnyville's French community was honoured when the town twinned with the community of Bonneville, France.

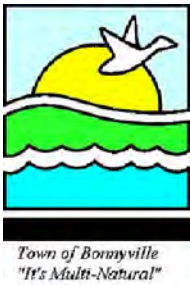
Throughout its history, the Downtown area has served as the community's business and commercial centre, with many businesses having been located there for many years in to the present day. The recent development of larger-format retail areas on the western and eastern edges of the community has resulted in some decline in interest for new businesses to locate in the Downtown; however, the area remains a vibrant and important part of the overall community.



Existing uses in the Downtown area are shown on Figure 4 - Existing Development. Figure 5 - Existing Development Details identifies the variety of uses in the Downtown into separate categories, helping to illustrate where there are concentrations of certain uses. Figure 6 - Existing Zoning identifies the existing land use zoning in the area, as established by Land Use Bylaw 1262-05.

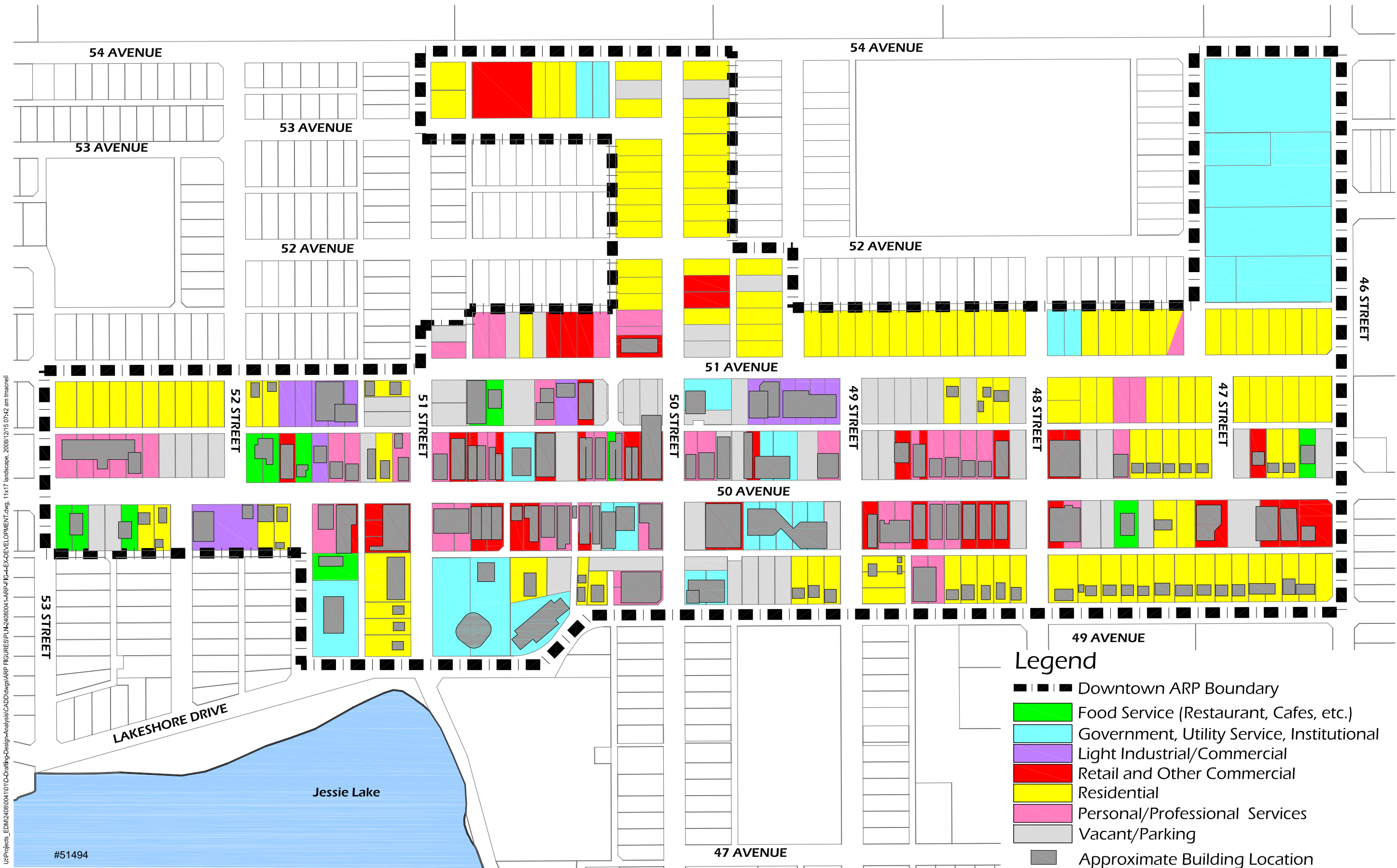


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Existing Development

FIGURE 4



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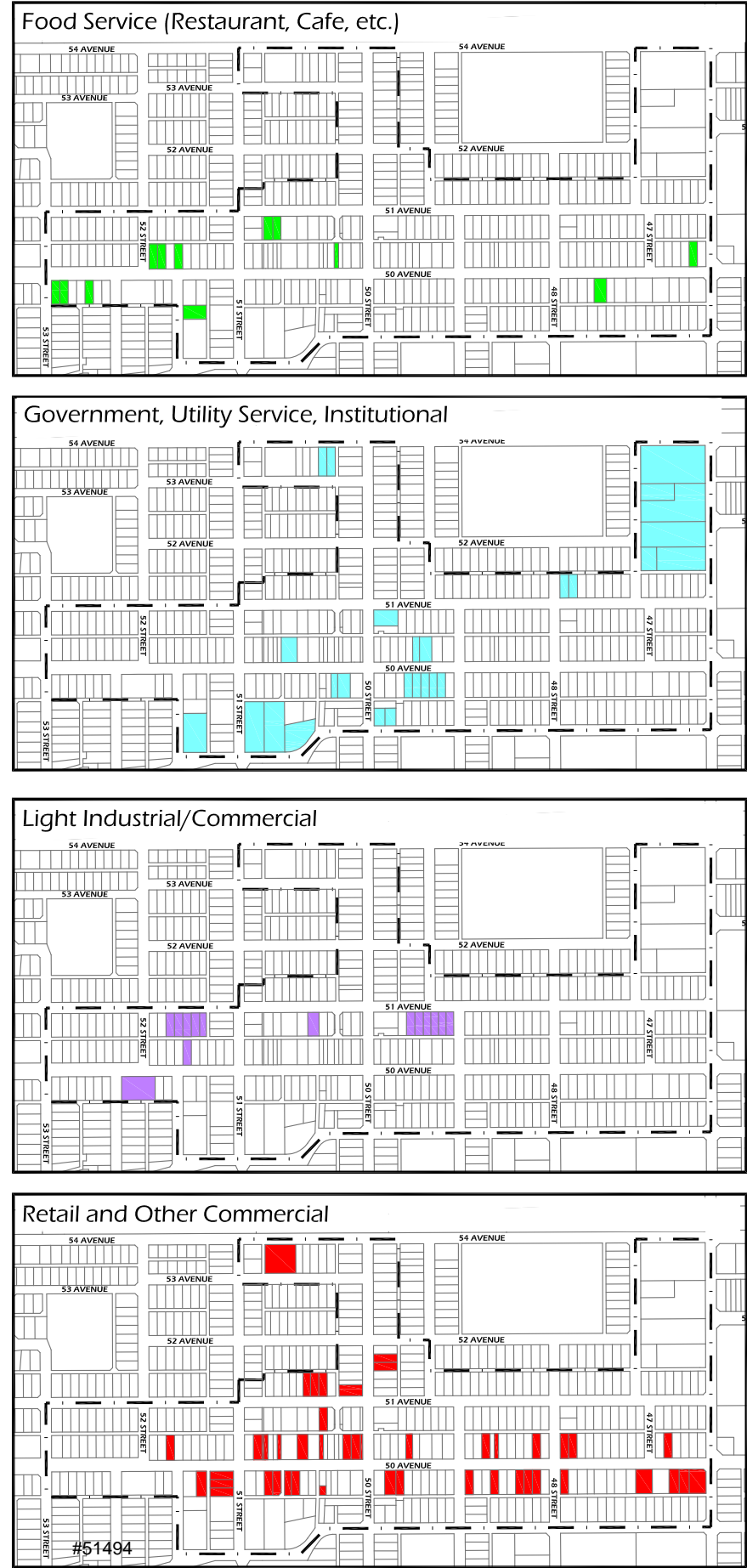


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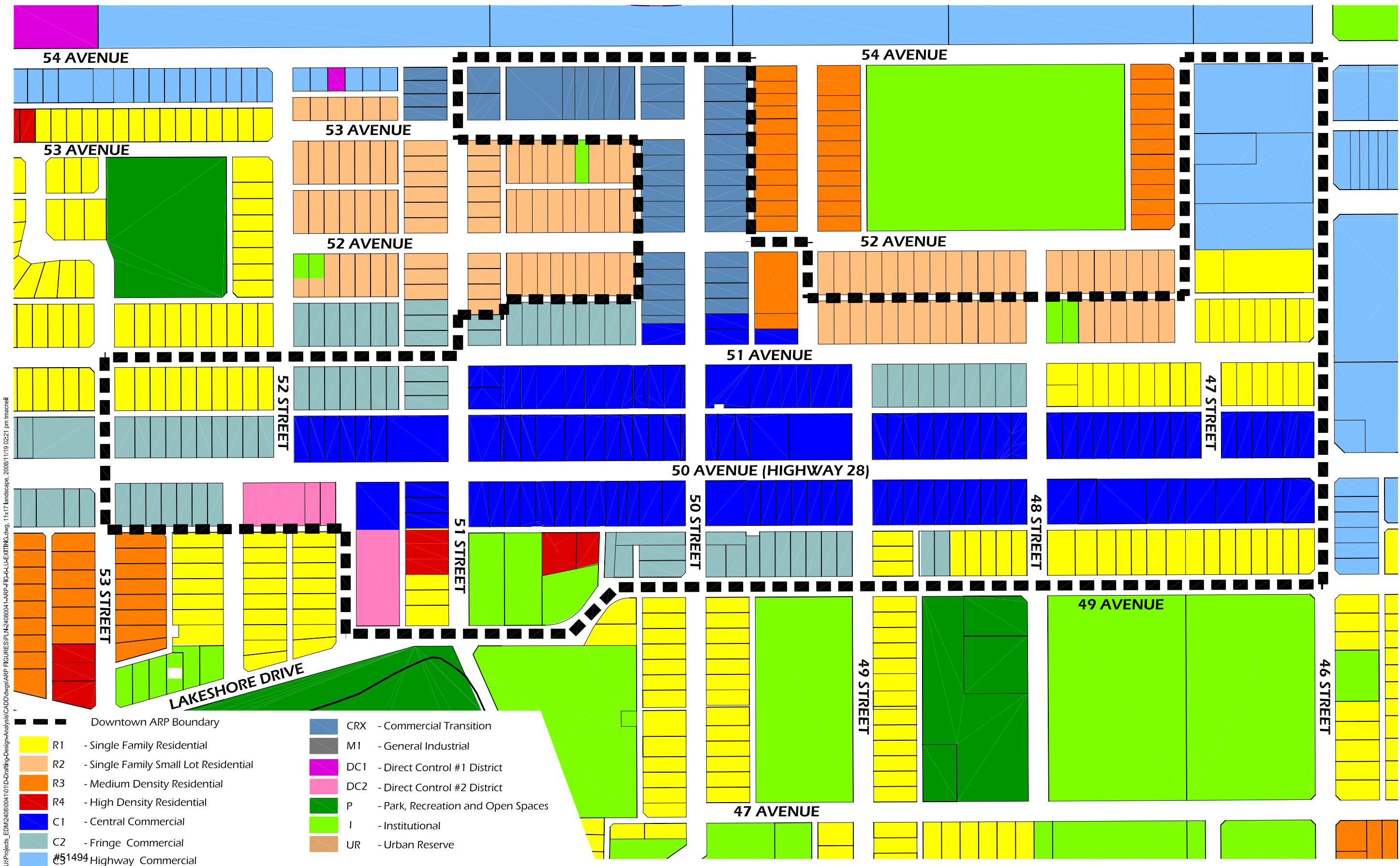


Existing Development Details

FIGURE 5



- Legend
- Downtown ARP Boundary
 - Food Service (Restaurant, Cafes, etc.)
 - Government, Utility Service, Institutional
 - Light Industrial/Commercial
 - Retail and Other Commercial
 - Residential
 - Personal/Professional Services
 - Vacant/Parking



Existing Zoning

FIGURE 6



Downtown Area Redevelopment Plan

1.4 Why Downtown is Important

A community is often judged by both its residents and by visitors by the appearance and condition of its downtown, particularly on a first impression. This is particularly true for Bonnyville, where a Provincial highway runs directly through the heart of the community - Downtown. Bonnyville's Downtown reflects both the community's past, displays its present circumstances, and embodies its future.



The Downtown is the Town's most important economic asset, and the revitalization of this area is critical to the future success of the overall community. A strong and successful Downtown is a key factor in attracting new business and investment, in creating new jobs, and sustaining a strong community.

The Town's Municipal Development Plan (MDP), completed in 2005, identifies a number of policies relating to the importance of a healthy and revitalized Downtown, and also provides direction for the preparation of an Area Redevelopment Plan (ARP) for the area to provide specific policy direction for all aspects of development in the area. In 2007, Town Council provided funding to undertake the preparation of an ARP for the Downtown area.

1.5 Key Objectives

The key objectives of the Downtown Area Redevelopment Plan are to:

- 1) Establish a future land use concept for the Downtown area;
- 2) Provide policy direction regarding land use, vehicular and pedestrian circulation, parking, open space, social and cultural issues, sustainability, and economic development;
- 3) Outline an implementation program and activities to assist Council, Town staff, and other stakeholders in ensuring that the policies and objectives of the Plan are met; and
- 4) Address the legislative requirements of the *Municipal Government Act* R.S.A. 2000, c. M-26, as amended.



Downtown Area Redevelopment Plan

1.6 Authority for the Downtown Area Redevelopment Plan

Section 634 of the *Municipal Government Act* (MGA) states:

"A council may

- (a) designate an area of the municipality as a redevelopment area for the purpose of any or all of the following:
 - (i) preserving or improving land and buildings in the area;
 - (ii) rehabilitating buildings in the area;
 - (iii) removing buildings from the area;
 - (iv) constructing or replacing buildings in the area;
 - (v) establishing, improving, or relocating roads, public utilities, or other services in the area;
 - (vi) facilitating any other development in the area.
- (b) adopt, by bylaw, an area redevelopment plan;
- (c) in accordance with this section and Division 6 of the Act, provide for the imposition and collection of a levy to be known as a "redevelopment levy", and
- (d) authorize a designated officer, with or without conditions, to perform any function with respect to the imposition and collection of that redevelopment levy."

Section 635 of the Act further states that an area redevelopment plan:

- (a) "must describe:
 - (i) the objectives of the plan and how they are proposed to be achieved;
 - (ii) the proposed land uses for the redevelopment area;
 - (iii) if a redevelopment levy is to be imposed, the reasons for imposing it; and
 - (iv) any proposals for the acquisition of land for any municipal use, school facilities, parks and recreation facilities, or any other purposes the council considers necessary.
- (b) may contain any other proposals that the council considers necessary."



Downtown Area Redevelopment Plan

1.7 Conformity with Other Plans

The Bonnyville Downtown Area Redevelopment Plan meets the requirements of the *Municipal Government Act* regarding the contents of an Area Redevelopment Plan. The DARP also conforms to the Town of Bonnyville Municipal Development Plan, Bylaw 1261-05, as amended, which identifies the following objectives and policies relating to the Downtown:

9.2.4 Encourage and support the economic vitality of Downtown;

9.3 (a) The economic vitality of the Downtown will be maintained and enhanced by:

- the use of various economic development tools; and
- allowing the Downtown to expand to support the commercial and retail needs of the Town.

9.3 (b) A Downtown Area Redevelopment Plan shall be prepared to guide future development in this critical commercial area.

10.4.3 (a) Downtown shall accommodate a well designed community with a mixture of commercial, institutional, recreational, and residential land uses.

10.4.3 (b) Redevelopment and infill shall proceed according to the policies contained in the Municipal Development Plan and the Land Use Bylaw.

10.4.3 (c) An Area Redevelopment Plan (ARP) that addresses the following shall be prepared for Downtown. This ARP shall include:

- inventory of existing development;
- edge conditions;
- servicing;
- infill opportunities;
- relationship with a potential big box land use area in the community; and
- design theme.

10.4.3 (d) Residential densities shall be based upon the servicing constraints of the area.

10.4.3 (e) The Downtown shall be integrated and connected to the remainder of the community through pathways and roadway connections.



Downtown Area Redevelopment Plan

- 10.4.3 (f)** Direct access onto 54 Avenue and 50 Avenue as well as 46 Street shall be limited.
- 10.4.3 (g)** Innovative housing, such as residential uses above commercial establishments in the Downtown is encouraged.
- 10.4.3 (h)** Development should follow the design principles as established in Appendices 1 through 4 of the Municipal Development Plan.
- 10.4.3 (i)** The provision of a broader range of housing options Downtown is encouraged.
- 10.5.2.1** Maintain the uniqueness of Downtown Bonnyville.
- 10.5.2.2** Support Downtown-friendly urban design and land uses throughout Bonnyville.
- 10.5.2.3** Promote the role of the Downtown as Bonnyville's primary area of social interaction and focal point of civic and cultural identity.
- 10.5.3 (g)** A high standard of appearance is desired along Highway 28 (50 Avenue) and Highway 41 in order to establish a positive visual image of Bonnyville along these corridors.
- 10.5.4 (a)** Downtown shall remain as the civic, entertainment, professional, retail, and social heart of Bonnyville.
- 10.5.4 (b)** The Town will take steps to increase the viability and attractiveness of Downtown.
- 10.5.4 (c)** An Area Redevelopment Plan (ARP) shall be prepared for Downtown Bonnyville.
- 10.5.4 (d)** The Town of Bonnyville should prepare a strategy to further enhance the public areas of the Downtown. Elements of this Downtown Enhancement Strategy could include:
- sidewalk improvements;
 - pedestrian access;
 - lighting;
 - secure bicycle parking facilities;
 - landscaping;



Downtown Area Redevelopment Plan

- parking;
- street furniture;
- gathering places; and
- lane enhancements.

10.5.4 (e) Innovative housing, such as residential uses above commercial establishments in the Downtown, will be encouraged.

10.5.4 (f) When evaluating rezoning applications, the Town shall, where possible, avoid isolating parcels that are of significantly different zoning than the majority of the area.

10.5.4 (g) Downtown shall remain a pedestrian-oriented environment.

10.5.4 (h) Convenient vehicular and pedestrian/bicycle access shall be provided to the Downtown from all residential areas.

10.5.4 (i) The Town shall examine the feasibility of developing pocket parks (consisting of seating, landscaping, trash receptacles, and lighting) Downtown.

10.5.4 (j) Motels, convenience stores, gas stations, drive-in restaurants, and other vehicle-oriented land uses will be discouraged within the Downtown.

10.5.4 (k) In order to enhance the Downtown's pedestrian orientation, the Town will:

- develop off-street parking areas; and
- consider the establishment of a parking authority or similar body to ensure that general use public parking areas are responsive to Downtown parking needs.

10.5.4 (l) The Town shall reconsider its existing Downtown parking standards within the context of the Downtown ARP to ensure that these standards enable appropriate redevelopment and improvement to the Downtown.

10.5.4 (m) Highway commercial Downtown shall be limited to the south side of 54 Avenue.



Downtown Area Redevelopment Plan



1.8 Public Participation Activities

In mid-July 2007, the Town included a one page notice regarding the impending work on preparing the DARP in Town residents' water bills to help make citizens aware the project was about to begin. In late July 2007, a notice was mailed to all property owners within the DARP boundary area, advising them that the DARP project was under way. Included with this notice was a questionnaire containing 22 questions that was meant to identify key issues and areas of concern with the existing Downtown environment. Those receiving the notice were asked to return the questionnaire to the Town Planning and Development Department by August 31, 2007.

In addition, a link to the notice and the questionnaire was placed on the Town of Bonnyville website, allowing interested citizens who did not own property within the DARP boundaries an opportunity to provide early input. Copies of the questionnaire were also placed in prominent public buildings such as the Town office, the Bonnyville Public Library, the Provincial Building, and the offices of the M.D. of Bonnyville.

On November 20, 2007, a public open house regarding the DARP was held in Bonnyville. This open house provided Town residents and owners of property within the DARP area an opportunity to advise the project team what issues they saw as being important to the revitalization of the Downtown. The information and comments received from that open house were used in the analysis of the redevelopment options and impacts, the development of the proposed land use concept, and the creation of the various objectives and policies contained within the DARP.

A public hearing, pursuant to the requirements of the MGA was held on June 9, 2009, by Town Council to consider adoption of the DARP bylaw.



Downtown Area Redevelopment Plan

1.9 Structure of the Plan

This Plan is organized into the following Sections:

Section 1: Introduction discusses the purpose and scope of the Plan, provides some background on the Bonnyville Downtown, and presents information on the Plan preparation process.

Section 2: Plan Vision provides a vision statement for Downtown Bonnyville.

Section 3: Plan Goals identifies the overall objectives and goals of the Downtown ARP.

Section 4: Downtown Issues and Opportunities identifies a number of issues and opportunities that are present in the Downtown area.

Section 5: Downtown Overall Policies provides policy direction for parking uses, streetscaping initiatives, vehicular and pedestrian circulation, open space, cultural and social issues, sustainability, economic development, and infrastructure in the overall Downtown area.

Section 6: Development Concept introduces the overall land use development concept for the Downtown area, and highlights the key themes and direction for the area.

Section 7: Core Commercial Area Policies identifies policy direction for this area of the Downtown.

Section 8: Mixed-Use/Commercial Area Policies identifies policy direction for this area of the Downtown.

Section 9: Medium Density Residential Area Policies identifies policy direction for this area of the Downtown.

Section 10: High Density Residential Area Policies identifies policy direction for this area of the Downtown.

Section 11: Special Redevelopment Area Policies identifies policy direction this area of the Downtown.



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Section 12: Implementation is the Plan's final section, and provides the necessary direction to ensure that the Plan is effective and relevant in the short, medium, and long terms. It identifies next steps and additional policy development work that will be needed to continue the momentum of the Plan, and further encourage additional development to occur in the Downtown area.



Downtown Area Redevelopment Plan

2.0 PLAN VISION

The downtown area of Bonnyville has played an important role in the development of the community since its establishment as a village in 1928, acting as its commercial, administrative, and social centre. Although new retail development is occurring on the edges of the community, the Downtown area remains a vital and active centre for the Town and the surrounding areas. With renewed focus on encouraging redevelopment of existing properties and new development to locate in the area, the Downtown can build upon its current base and emerge as the strong centre of the community.

Therefore, Town Council identifies that the vision of the Downtown Area Redevelopment Plan is:

To provide direction to ensure that Downtown Bonnyville is a unique and vibrant area that provides an attractive and safe place for people to work, visit, shop, and live.





Downtown Area Redevelopment Plan

3.0 PLAN GOALS

- 1) To identify policy direction to assist Council and the Town administration in decision-making on proposed developments to achieve the Plan Vision, while remaining flexible to adapt to changing market conditions.
- 2) To re-establish the Downtown as the main commercial/office/retail centre of the Town, particularly with a focus on 50 Avenue as the core commercial area.
- 3) To provide opportunities for increased residential development in the Downtown area, specifically in the Mixed-Use and Medium Density Residential areas.
- 4) To improve walkability, the pedestrian-oriented nature of the Downtown, and bicycle connections by promoting linkages between the commercial and residential areas in the area, and between the Downtown and surrounding amenities such as Jessie Lake.
- 5) To accommodate sustainable development initiatives in all aspects of construction and activity in the Downtown to help lessen the ecological footprint of the area.
- 6) To build upon the natural assets of Jessie Lake and its surrounding environs, and the cultural/social assets of the nearby swimming pool, library, social services, and school facilities to the south as a major draw to the Downtown area for residents and visitors alike.
- 7) To affirm the residential character of the areas along the north side of 49 Avenue east of 49 Street, and along both sides of 51 Avenue, while providing opportunity for increases in density in these areas to boost the local Downtown population.
- 8) To identify the existing M.D. of Bonnyville yard site as a future comprehensive redevelopment opportunity for the Downtown.
- 9) To provide a realistic and appropriate implementation program for Council, Town administration, business owners, residents, and landowners in achieving the overall intent of the Plan.



Downtown Area Redevelopment Plan

4.0 DOWNTOWN ISSUES AND OPPORTUNITIES

4.1 Existing Development

4.1.1 Land Use

The Downtown area provides a strong centre for commercial activity in the community. As shown on Figure 4 - Existing Development and Figure 5 - Existing Development Details, it provides a variety of retail, food service, personal/professional services, residential, institutional, and other commercial uses, primarily focused on 50 Avenue, which is the Downtown's "Main Street".

The main concentration of non-residential uses is comprised of retail and service uses, which are mainly located along 50 Avenue. Service uses include personal and professional activities such as financial institutions, insurance, law offices, medical offices, hair salons, barber shops, and other similar uses. There are also a number of government and institutional uses in the Downtown area, including the Town and M.D. of Bonnyville offices, the Provincial government building, the Northeastern Alberta Health Unit, and the Post Office.



There are also a significant number of properties within the DARP boundary that are currently used for residential purposes. There are a small number of low-rise apartment buildings in the area; however, the majority of the residential uses shown on Figure 4 - Existing Development are for single detached dwellings. It should be noted that while Figure 4 indicates a number of parcels being used for residential purposes, many of these parcels have land use zoning designations for uses other than residential (see Figure 6 - Existing Zoning).



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When reviewing the existing development in the Downtown area, another key highlight is the large number of areas that are either vacant or dedicated to surface parking. These parcels identify an underutilization of land in the Downtown, and an opportunity to consider some of the parcels as key redevelopment sites. However, vehicular parking and its supply have been identified as an issue for business owners in the Downtown, and will require some consideration. Parking is discussed in more detail in Section 4.3 - Vehicle Parking, below.

Another element of the Downtown that is highlighted when reviewing Figure 3 - Aerial Photo, is the lack of parks, open space, or greenery in the area, particularly on 50 Avenue. Presently, there are no municipal parks or formal open spaces in the area, and no parcels are zoned for these uses (see Figure 4 - Existing Development and Figure 6 - Existing Zoning). There are some small areas of on-site landscaping associated with some of the institutional and residential uses, and a successful flower planting program has been undertaken in the area, but as can be seen on Figure 3 - Aerial Photo, the main core of the Downtown is seriously lacking in any green space. The recent streetscaping improvements made along portions of 50 Avenue provided wider sidewalks, pavement treatments, and decorative streetlights, but no tree planting program was undertaken as part of these improvements. There are open spaces in proximity to the Downtown, such as Jessie Lake, Kinsmen Park, and open areas associated with nearby school sites, but special effort needs to be made to develop parks or green spaces in the Downtown core to provide a more pedestrian-friendly experience.



4.1.2 Zoning

As shown on Figure 6 - Existing Zoning, there are a number of zoning designations that apply to the Downtown area, as established by the Town Land Use Bylaw No. 1262-05. The primary commercial zoning is the Central Commercial (C1) District, which applies mainly to 50 Avenue and portions of 51 Avenue. This District accommodates a mix of intensive commercial, service, and residential uses, up to a maximum height of 14.0 m (approximately four storeys). Residential units are permitted in this District when the ground floor of a building is used for commercial purposes.





Downtown Area Redevelopment Plan

Areas to the north and south of the main commercial concentration on 50 Avenue are zoned as Fringe Commercial (C2) District. This District applies to areas that are intended for commercial development in the longer term, but are presently occupied by single detached dwellings. The other key zoning in the Plan area is the Commercial Transition (CRX) District, which applies mainly to 50 Street between 51 Avenue and 54 Avenue. This District accommodates both commercial and low to medium density residential infill development, aiming to assist in maintaining the viability of the core commercial area.

4.2 Existing Infrastructure

4.2.1 Water

The water servicing network in the Downtown area is shown on Figure 7 - Existing Water Servicing. The water mains located within the Downtown ARP boundaries are in the order of 50 years old. A number of these water mains have been upgraded as part of the Cast Iron Infrastructure Replacement Program over the past several years. Overall, the Downtown area is well-provided for water servicing. As part of the Cast Iron Infrastructure Replacement Program, the remainder of the existing cast iron water mains in the area will be upgraded with PVC pipes to extend their longevity. As part of this upgrade, all existing 100 mm diameter pipe will be upgraded to 150 mm diameter pipe as required in the Town of Bonnyville Servicing Standards.

In general, the water servicing in the area adequately addresses the needs of the existing development, and has capacity to accommodate additional development. Reviews of particular development proposals regarding their impact on the water system may be undertaken at the rezoning or development permit stage, and owners may be required to provide identified upgrades to the system.



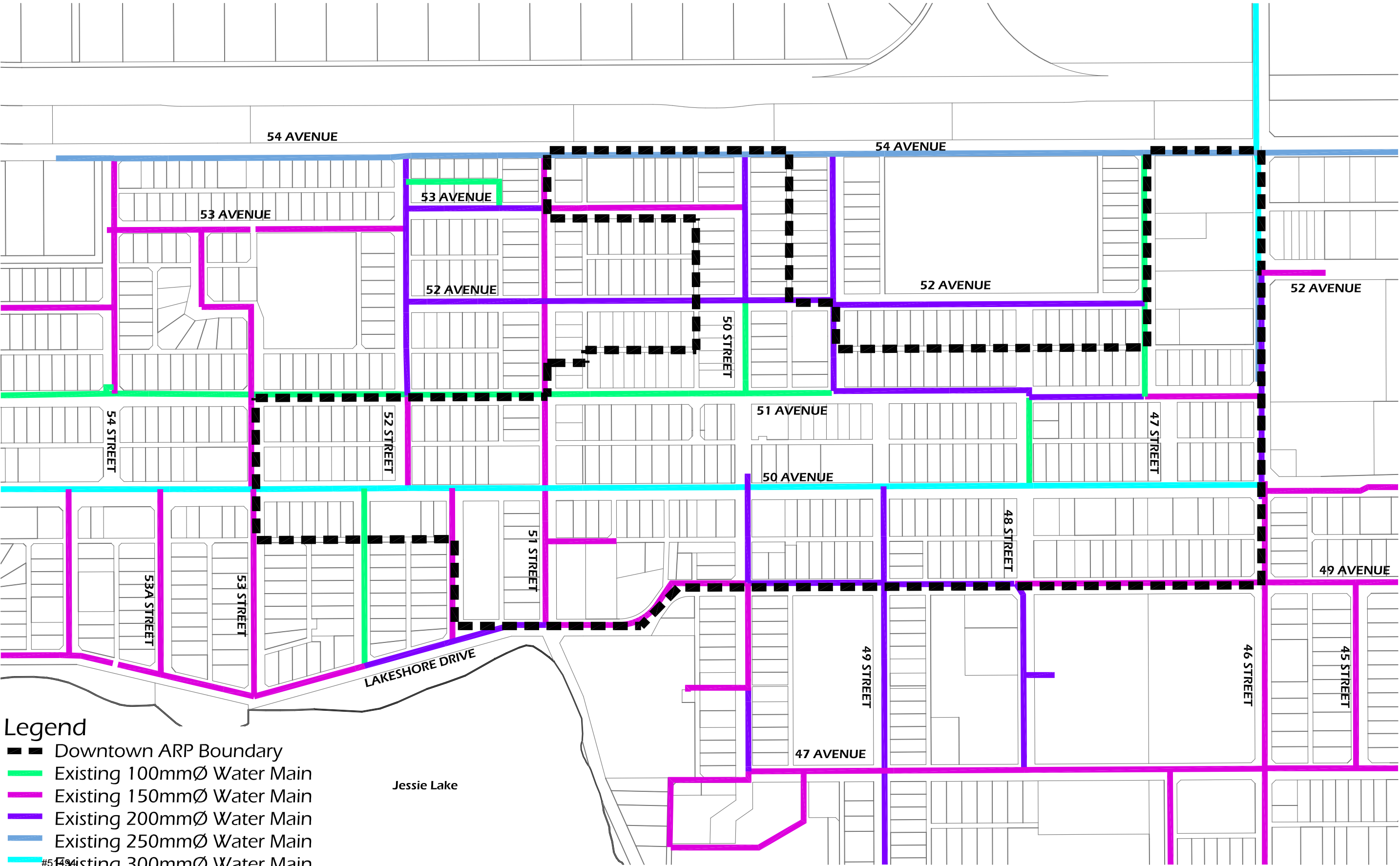


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Existing Water Servicing

FIGURE 7



- Legend**
- Downtown ARP Boundary
 - Existing 100mmØ Water Main
 - Existing 150mmØ Water Main
 - Existing 200mmØ Water Main
 - Existing 250mmØ Water Main
 - Existing 300mmØ Water Main

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4.2.2 Sanitary Sewer

Overall, the Downtown area has adequate sanitary sewer services, via a network of 200 mm diameter sewer collection piping, as shown on Figure 8 - Existing Sanitary Servicing. It is worth noting that information on the sanitary system is limited. As-built/record drawings are limited for this area, and therefore, some assumptions have been made with respect to some of the details of the system. All sanitary sewer flows are conveyed to 51 Street where they are directed south to the 525/750 mm diameter trunk line along Jessie Lake. A small section of the Downtown is serviced by the East End collection system along 46 Street. These flows are conveyed to the East End Sanitary Lift Station, which was replaced in 2007.

At this time, there appears to be two servicing issues in the defined area. The line running east along 51 Avenue from 51 Street to 54 Street is currently under review and may require future upgrading. In addition, the 200 mm line running west along 50 Avenue from 49 Street to 51 Street has flows approaching capacity. Potential upgrades to this line may be required as redevelopment proceeds in the area.

Recent upgrades to the system in the area include 51 Street, where the line from 49 Avenue north to 54 Avenue was replaced with either the same size or larger piping. In particular, the line from 50 Avenue to 51 Avenue on 51 Street was upsized from a 250 mm to 375 mm diameter line partly due to existing flows, but also to allow for consideration of additional redevelopment in the area.



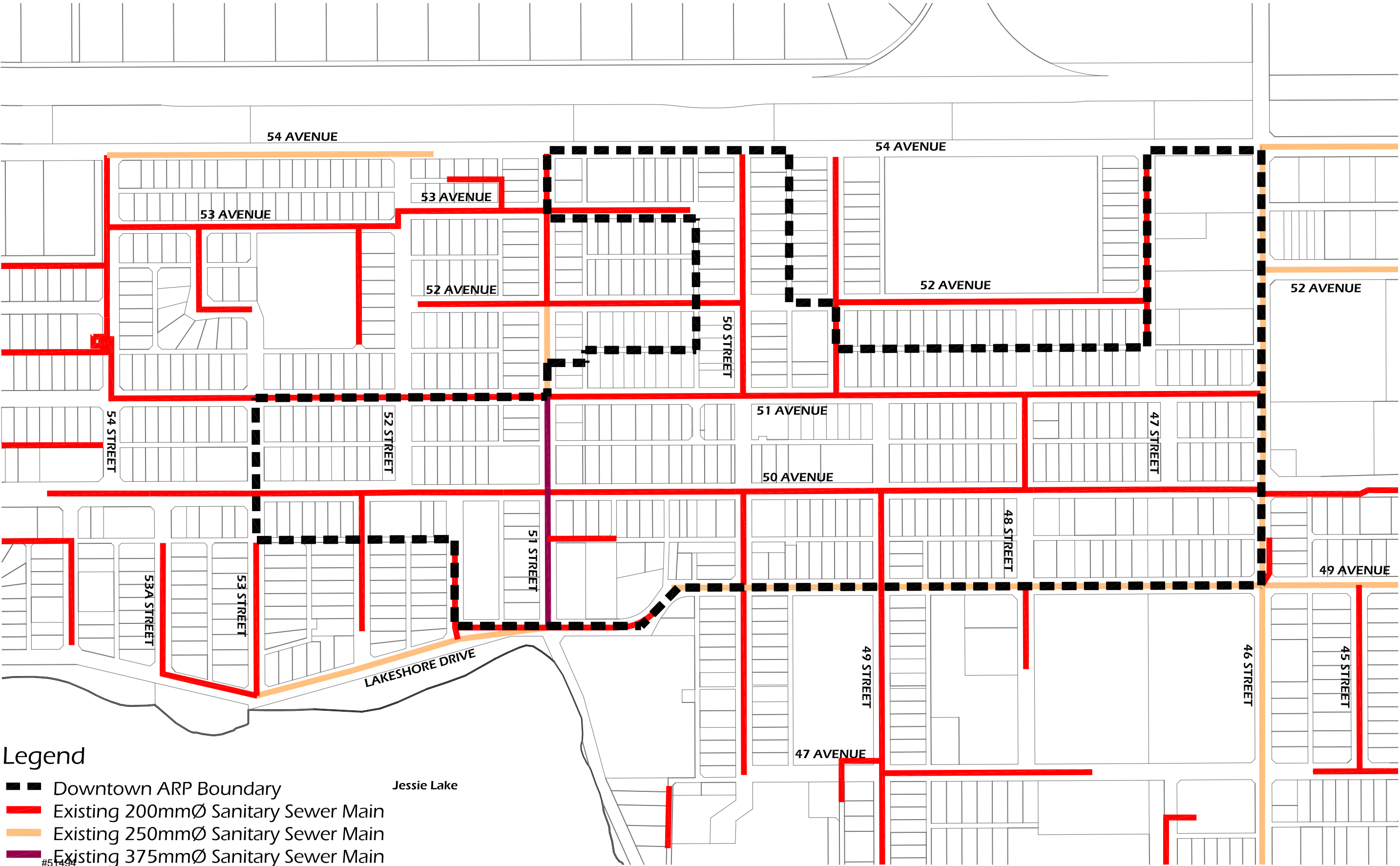
Overall, this area does have older pipes, and although some have been replaced over the years, it is likely that some of the pipes could be over 40 years old and consideration will need to be made regarding their replacement. In general, however, the sanitary servicing in the area adequately addresses the needs of the existing development, and has capacity to accommodate additional development. Reviews of particular development proposals regarding their impact on the sanitary system may be undertaken at the rezoning or development permit stage, and owners may be required to provide identified upgrades to the system.



nts



Existing Sanitary Servicing



- Legend
- Downtown ARP Boundary
 - Existing 200mmØ Sanitary Sewer Main
 - Existing 250mmØ Sanitary Sewer Main
 - Existing 375mmØ Sanitary Sewer Main

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Downtown Area Redevelopment Plan

4.2.3 Stormwater

The Downtown area has a well-established stormwater system, as shown on Figure 9 - Existing Storm Servicing. At present, the system is operating well, and no required improvements have been identified. Reviews of particular development proposals regarding their impact on the stormwater system may be undertaken at the rezoning or development permit stage, and owners may be required to provide identified upgrades to the system.



4.2.4 Roads

The roadway network and classification for the Downtown is shown on Figure 12 - Transportation and Circulation. Specifically, 50 Avenue and 54 Avenue are the identified arterial roadways running through the Downtown area, carrying larger volumes of vehicular traffic. 54 Avenue is also the identified Truck and Dangerous Goods Route, diverting heavy vehicle traffic from 50 Avenue through the core of the Downtown.

Identified collector roadways include 49 Avenue, 51 Avenue, 46 Street, 49 Street (south of 51 Avenue), 50 Street, 51 Street, and 52 Street (between 51 Avenue and 54 Avenue), as shown on Figure 12. These roadways carry less vehicular traffic than arterial roadways, but do act to channel local traffic from residential areas to the arterial roads. All other roadways in the Downtown area function at a local road level, primarily catering to local vehicular traffic only.



The majority of the roads located within the Downtown ARP boundaries are in the order of 50 years old. A number of these roads have been upgraded over time as part of the Cast Iron Infrastructure Replacement Program in recent years. As part of the next 5-10-15 year Capital Budget - Cast Iron Infrastructure Replacement Program, the remainder of the roads in the area will be upgraded.

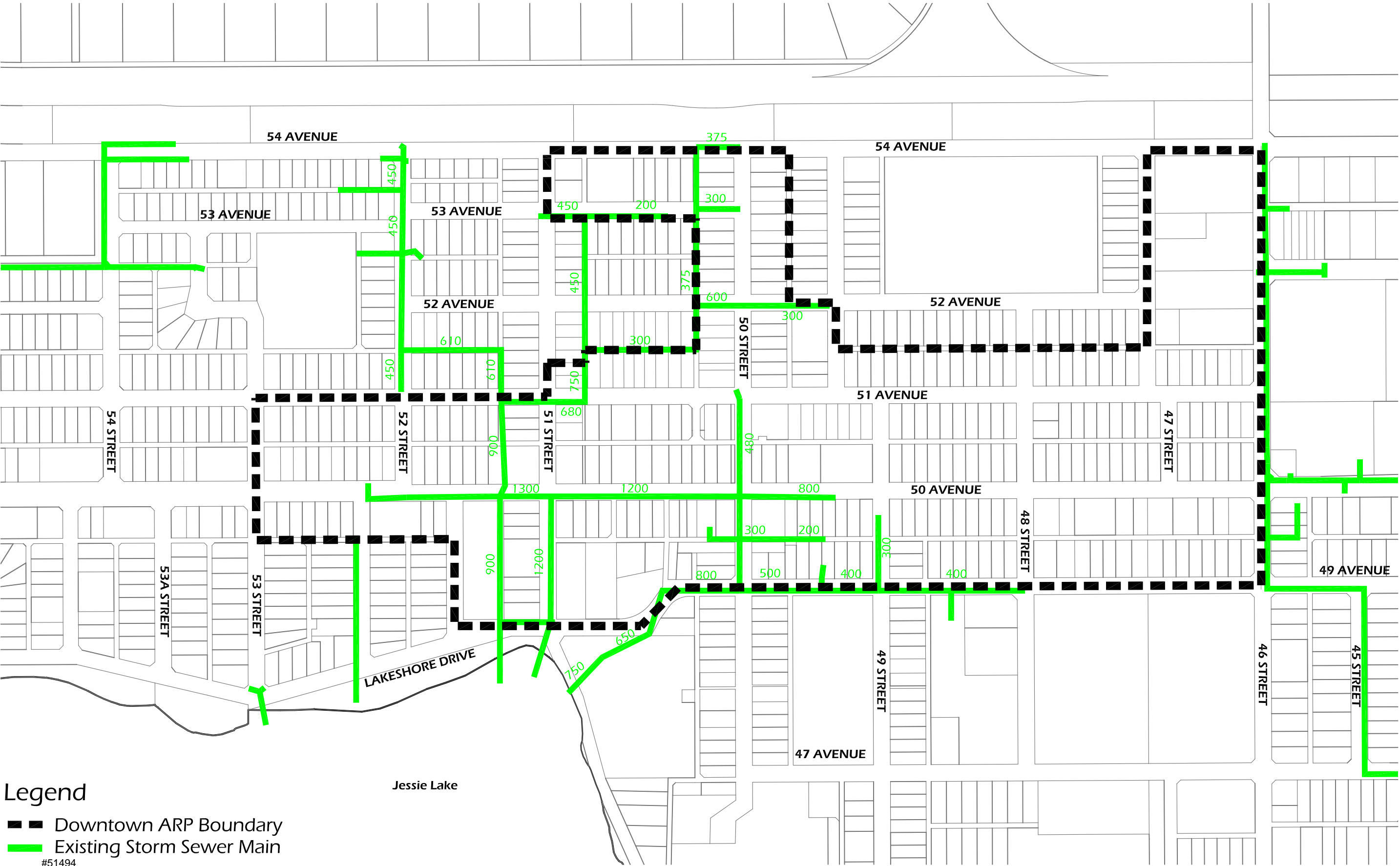


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Existing Storm Servicing

FIGURE 9



Legend

- Downtown ARP Boundary
- Existing Storm Sewer Main

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Downtown Area Redevelopment Plan

4.3 Vehicular Parking

The parking needs within the Downtown area are a reflection of the existing land use and zoning. Existing development creates parking demand in the Downtown and this is accommodated with on-street ("public") parking and off-street ("private") parking. The Land Use Bylaw stipulates how much off-street private parking is required for each development on a particular site, and in cases where the required parking cannot be supplied by the development, a relaxation to the requirements can be considered, or money may be paid to the Town in lieu of the required parking.

As part of the preparation of the Downtown ARP, a limited parking analysis was conducted to acquire a Downtown vehicular parking inventory, to define any supply and demand issues related to vehicular parking, and to recommend any further parking requirements in the area. The study area for the parking analysis is defined by 52 Street and 51A Street to the west, 48 Street to the east, 51 Avenue to the north, and 49 Avenue to the south.



The study area was split at 50 Street into two sections: East and West. The parking study was conducted between the hours of 11:30 and 15:00 on Tuesday, October 30, 2007. Parking counts were completed in both the East and West areas on a half-hourly basis to determine total on-street and off-street occupied parking spaces. Additionally, the on-street parking was divided into areas 'A' through 'O' for both East and West areas, and on-street occupancy rates for each area were documented throughout the duration of the study. Figure 10 - Parking Analysis outlines the East and West areas and shows the labeled block faces and parking lots used in the parking analysis. See also Figure 11 - Parking Maximum Occupancy.

The results of the analysis show that Downtown Bonnyville has a total of 431 available parking spaces; 143 off-street and 288 on-street. The overall maximum demand occurred between 14:00 - 14:30 when 241 total (82 off-street and 159 on-street) spaces were occupied. The maximum on-street demand occurred at 14:00 and the maximum off-street demand occurred at 11:30 with 92 occupied spaces. The on-street and off-street parking statistics for the entire Downtown study area are shown Table 1 below.



Downtown Area Redevelopment Plan

Table 1: Total Downtown Parking Demand

Spaces Available	On-Street 236		Off-Street 195		Total 431	
11:30	137	58%	92	47%	230	53%
12:00	128	54%	78	40%	207	48%
12:30	129	55%	83	43%	213	49%
13:00	139	59%	85	44%	225	52%
13:30	148	63%	85	44%	234	54%
14:00	159	67%	82	42%	242	56%
14:30	148	63%	87	45%	236	55%
15:00	134	57%	90	46%	225	52%

In the peak study period, only 56% of all Downtown Bonnyville parking spaces were occupied. By further breaking these results into the East and West downtown areas, it is possible to complete an in-depth analysis of the parking situation.

4.3.1 West Downtown Parking Demand

West Downtown is comprised of parking areas 'A' through 'O', as shown in blue on Figure 10 - Parking Analysis and detailed in Table 2 below. 100% of the available parking spaces were occupied in area 'G' at 14:00 and in area 'N' at 15:00. The remaining parking areas did not reach capacity at any time; however, area 'I' was consistently well-occupied throughout the study. The peak period for the west side was 14:00 when 126 spaces, or 64%, of the spaces were occupied.



Downtown Area Redevelopment Plan

Table 2: Total West Downtown Parking Demand

Area	Spaces Available	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
A	16	3	10	10	8	6	5	4	4
B	10	3	1	5	5	5	6	5	7
C	10	8	8	7	6	6	7	6	6
D	10	4	5	4	5	7	8	6	7
E	8	1	3	5	5	5	5	3	1
F	7	3	3	1	3	4	4	3	4
G	8	5	5	5	6	7	8	6	2
H	8	6	7	6	6	4	5	4	6
I	13	10	12	12	10	10	11	10	7
J	13	9	10	8	8	8	8	10	8
K	11	6	7	7	7	7	8	8	6
L	60	30	24	23	26	30	33	35	31
M	10	7	5	4	7	7	7	5	6
N	8	6	3	3	3	6	7	7	8
O	5	3	2	2	2	4	4	4	2
Total	197	104	105	102	107	116	126	116	105
% Occupied		53%	53%	52%	54%	59%	64%	59%	53%

The West Downtown on-street parking demand is shown in Table 3 below. With the exception of the 60 available parking spots in Area 'L', West Downtown provides only on-street parking. The on-street parking peak period occurred at 14:00 when 68% of the spaces were occupied. It is clear that some of the specific parking areas continually operate at or near capacity throughout the day, and it is also clear that sufficient parking is available within a short walk of these areas.

Table 3: West Downtown On-Street Parking Demand

	Available	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
Occupied	137	74	81	79	81	86	93	81	74
% Occupied		54%	59%	58%	59%	63%	68%	59%	54%

The total off-street parking demand in West Downtown is shown in Table 4 below. The off-street parking in the West is located in Area 'L', which has a capacity of 60 spaces. The peak off-street demand occurred at 14:30, with 58% of those spaces occupied.



Downtown Area Redevelopment Plan

Table 4: West Downtown Off-Street Parking Demand

	Available	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
Occupied	60	30	24	23	26	30	33	35	31
% Occupied		50%	40%	38%	43%	50%	55%	58%	52%

4.3.2 East Downtown Parking Demand

East Downtown is comprised of parking areas 'A' through 'O' as shown in green on Figure 10 - Parking Analysis and detailed in Table 5 below. 100% of the available parking spaces were occupied in area 'J' at 11:30, 'L' at 14:30, 'M' at 15:00, and 'N' at 13:00, with the peak period being 11:30. All other parking areas were under capacity throughout the duration of the study. The peak demand occurred at 11:30 when 125 spaces, or 63%, of the spaces were occupied.

Table 5: Total East Downtown Parking Demand

Area	Spaces Available	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
A	8	6	7	6	5	5	6	4	3
B	9	4	2	3	3	4	5	5	4
C	8	6	1	1	0	1	2	4	2
D	8	2	2	5	5	5	5	5	0
E	27	12	10	10	11	11	11	10	16
F	12	8	5	6	5	6	6	4	3
G	79	36	29	31	34	30	26	32	33
H	11	7	7	5	6	7	8	6	7
I	7	5	3	2	2	3	5	4	4
J	6	6	2	2	3	4	5	4	2
K	7	6	2	3	4	5	6	6	5
L	9	8	6	6	6	7	8	9	8
M	13	5	6	9	11	9	6	9	13
N	13	8	9	8	13	12	10	11	12
O	17	6	10	13	9	8	6	6	7
Total	234	125	101	110	117	117	115	119	119
% Occupied		63%	51%	56%	59%	59%	58%	60%	60%



Downtown Area Redevelopment Plan

The East Downtown on-street parking demand is shown in Table 6 below. The on-street parking supply comprises a smaller percentage of the East Downtown parking spaces than in the West area. There are a total of 99 available on-street parking spaces in the East area, and the peak period occurred at 14:30 when 68% of the spaces were occupied.

Table 6: East Downtown On-Street Parking Demand

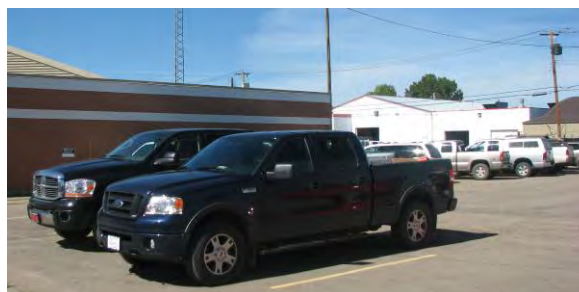
On-Street	Available	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
Total	99	63	47	50	58	62	66	67	60
% Occupied		64%	47%	51%	59%	63%	67%	68%	61%

The off-street parking demand in East Downtown is shown in Table 7 below. The off street parking in the East is located in areas 'E', 'F', 'G', and 'O' which total 135 available spaces. The peak off-street period was at 11:30, when a total of 46% of those spaces were occupied. While these spaces are off-street and are considered for the private use of customers of particular businesses, it is important to note that only some of the off-street capacity is used. Furthermore, there is sufficient on-street supply to accommodate the existing demand.

Table 7: East Downtown Off-Street Parking Demand

Off-Street	Available	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
Total	135	62	54	60	59	55	49	52	59
% Occupied		46%	40%	44%	44%	41%	36%	39%	44%

The results of the parking study show that the overall supply of vehicular parking spaces in Downtown Bonnyville generally exceeds the parking demand at any given time. The off-street parking supply typically functions at well under capacity and does not currently demonstrate any need for additional spaces. Four on-street parking areas in East Downtown and two on-street parking areas in West downtown reached capacity at specific intervals throughout the study period. Because these parking areas represent block faces, or partial block faces, excess demand on such parking areas could be relieved by an opposite or adjacent block face that provides on-street parking stalls.





Downtown Area Redevelopment Plan

Over time, if particular parking areas continue to operate near or at capacity, or other under-utilized spaces begin to reach capacity, there are considerations that could be made, including:

- The limited parking study conducted under the preparation of the Downtown ARP could be updated to perform parking counts on a number of different days over a longer time frame. This could provide updated parking utilization rates, and also information on how the Downtown is interacting with surrounding areas in terms of vehicular parking.
- Update the existing Town policy regarding the provision of money-in-place of required off-street vehicular parking stalls for new developments to collect appropriate funds for the construction of a municipally-owned and operated vehicular parking facility in the Downtown.
- Allocate municipal budget funds to construct a vehicular parking facility for Downtown employees so that on-street parking spaces are not being occupied by employees.
- Undertake a review of the off-street vehicular parking requirements of the Town Land Use Bylaw for the Downtown area to determine if the required number of stalls for new development is reasonable in the context of the existing supply and demand information provided by the parking study.



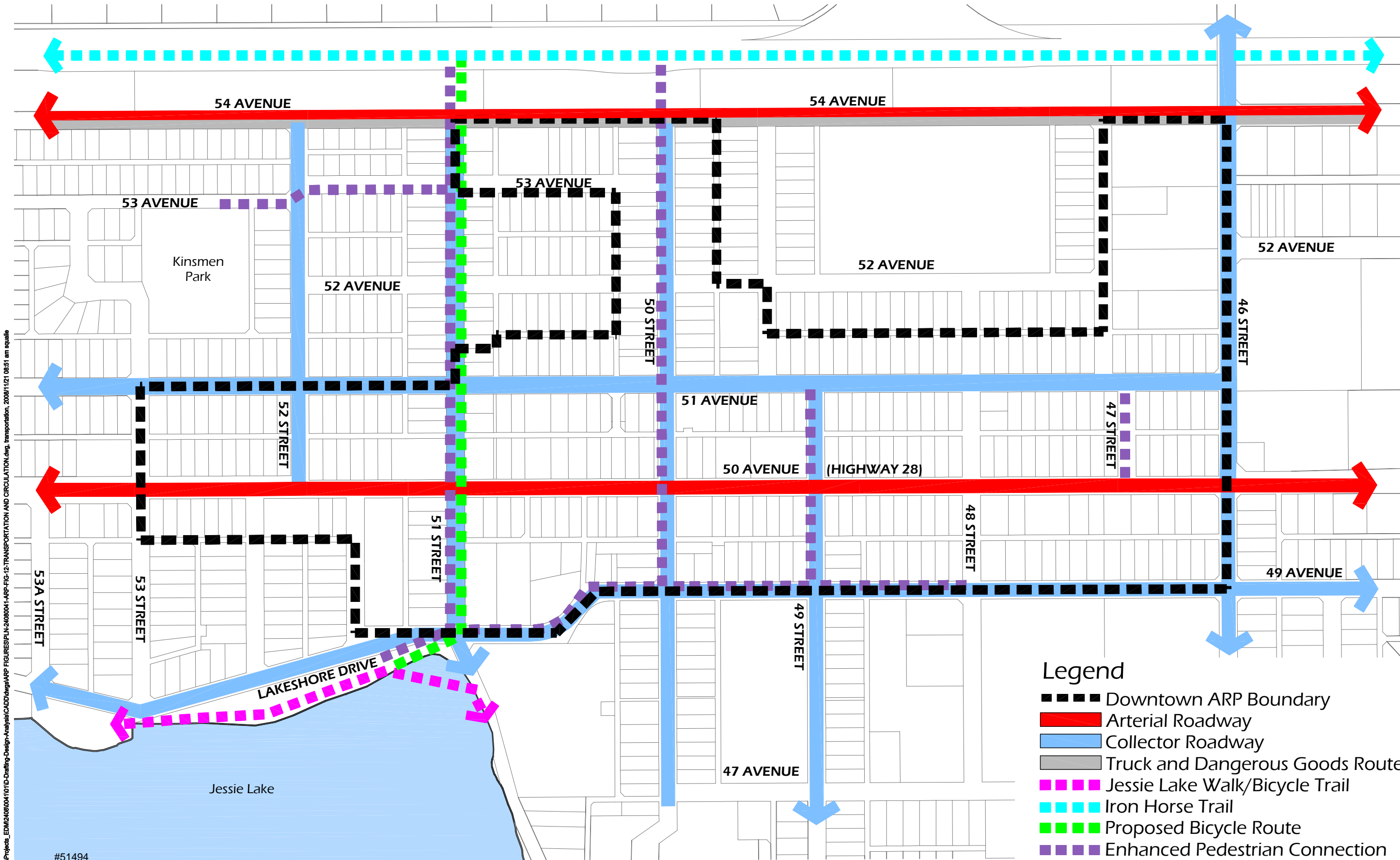
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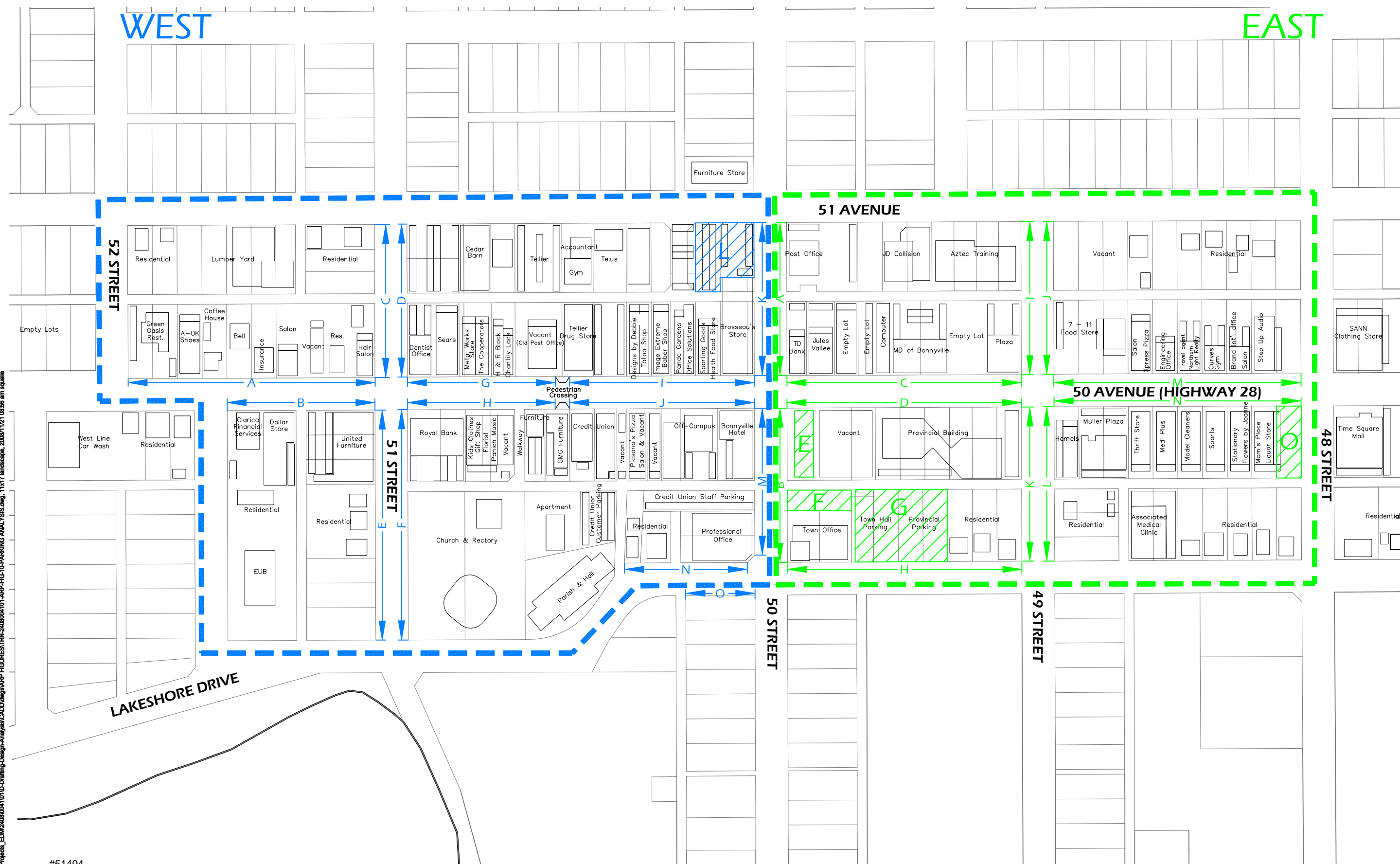


Town of Bonnyville
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Transportation and Circulation

FIGURE
10





Parking Analysis



Downtown Area Redevelopment Plan

4.4 Downtown Issues and Opportunities

A review of the current circumstances in the Downtown highlights a number of issues and opportunities that will assist in developing overall policies for the area, as well as more detailed policies for the various land uses in the development concept. These include:

Underutilization of Land - there are several parcels in the Downtown that are either vacant or used only for surface parking. There are also several buildings that are currently sitting vacant. Current zoning in the area provides the opportunity for commercial development up to approximately four storeys in height, yet few buildings in the area take advantage of this opportunity. An increase in the intensification of development in this area will help it to retain and increase its vitality.



Vehicular Parking - the general perception from business owners, residents, and visitors is that there is a lack of available vehicle parking in the Downtown, both on-street and off-street. Concerns have also been expressed regarding customers from one business utilizing another's parking area, and parking from the Downtown area spilling over into adjacent residential areas. The condition of existing off-street parking areas has also been identified as a concern, with many lots not being hard-surfaced or having any landscaping to improve their appearance. A comprehensive review and approach to parking in the Downtown is needed to assist in making the area more attractive to new investment and visitors.

Limited Range of Commercial Services - while the Downtown has a number of commercial uses, the range of retail, service, and eating and drinking establishments is somewhat limited. Encouraging a broader range of uses that residents and visitors to the area would find desirable, both during the day and in the evening, would assist in making the Downtown a destination point for the community.

Maintenance and Appearance of Existing Properties - a key element in creating and maintaining a thriving Downtown is ensuring that properties and storefronts in the area provide an attractive and inviting environment for customers and visitors alike. While many business storefronts in the Downtown are well-maintained, there are a number of buildings or storefronts that are falling into disrepair. Poor property and building maintenance shows a lack of pride of ownership, and over time, will lead to a decline in interest for new investment in the area, which can result in customers taking their business elsewhere.



Downtown Area Redevelopment Plan

Streetscaping Elements - the most recent streetscaping improvement project in the Downtown was undertaken in 1998, which included new sidewalk treatments and street lighting on 50 Avenue. However, some elements of those improvements were never implemented, such as the installation of boulevard trees. Concerns have been raised regarding the level of maintenance of the existing elements, and the need for better lighting, more waste and recycling receptacles, and more pedestrian-friendly streetscapes. The public realm in the Downtown must provide an aesthetically-pleasing and safe environment for visitors, residents, and those who work in the area.



Pedestrian Linkages and Amenities - a significant aspect of creating a vibrant Downtown core is the provision of pedestrian-friendly spaces and amenities. In order to encourage more people to use commercial and service establishments in the area, the surrounding public space must create a welcoming atmosphere for people on foot. Providing seating areas, gathering spaces, pedestrian-oriented streetscaping, and better linkages to surrounding amenities in the area, such as Jessie Lake, will assist in drawing pedestrians to the Downtown.

Lighting - an often-raised concern in the Downtown is the existing streetlighting on 50 Avenue. While decorative, light from the existing poles is directed upwards, rather than down towards the street. The result is a low level of lighting along the sidewalks, gathering spaces, and other public areas in the Downtown in the evening, which can be a deterrent to pedestrian activity. Inadequate lighting can also encourage criminal activities in an area, contributing to its overall decline. Proper lighting for pedestrian and public areas in the Downtown, particularly if provided through attractive fixtures, can encourage more activity in the evening hours.

Condition of Public Infrastructure - another issue for business owners, patrons, and residents in the Downtown is the condition of some elements of the public infrastructure. In particular, the condition of the back lanes, and the general condition of sidewalks and other street furniture in the area such as waste receptacles, has been identified as being in poor repair, in all seasons. The Town will need to focus on keeping elements of the public infrastructure well-maintained, in order to encourage land and business owners to do the same with their own properties.



Downtown Area Redevelopment Plan

Greening the Downtown - a successful flower planters and hanging baskets campaign has provided the Downtown with a much-needed element of greenery, and is often identified as a favourite feature of the area for residents and visitors. While this program should continue, additional efforts need to be made to provide more greenery and landscaping to the Downtown through the provision of street trees, pocket parks, and on-site landscaping. Additional greenery not only softens the appearance of buildings, streets, and parking areas, but is also beneficial to the environment.

Additional Residential Development - active and successful Downtown areas require a strong residential base to provide the needed customer activity for commercial and service uses, but also the 'eyes on the street' that local residents provide. Creating an environment that fosters a mix of commercial and residential development can assist greatly in ensuring an area is vibrant both day and night. Current zoning in much of the Downtown provides for residential uses to be developed over commercial space on the ground floor, something that many owners may not be aware of. While the key focus for the central area of Downtown is for commercial use, there are opportunities to also provide mixed-use developments.



Vehicular Traffic on 50 Avenue - many concerns have been raised regarding the amount and type of vehicle traffic on 50 Avenue. The current volume and type of traffic do not lend themselves particularly well to a pedestrian-friendly environment. Improved signage and enforcement relating to the truck bypass route along 54 Avenue, on-street parking areas, and improvements to the traffic control system along this main artery have been identified as key issues. Due to the Provincial Highway status of 50 Avenue (Highway 28), there may be limitations to what alterations can be made to the roadway, but consideration of how to limit the impact of traffic should be considered.

Vandalism and Criminal Activity - while the overall perception of the Downtown is that it is a safe place, there are issues pertaining to some vandalism and criminal activity in the area. The poor lighting and poorly-maintained buildings in certain locations tend to attract more of these types of activities, which could be addressed through improvements to the streetscapes and proper building maintenance. Overall, however, broader strategies addressing the root causes of these activities involving all stakeholders in the Downtown and surrounding areas will be needed.



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Downtown Area Redevelopment Plan

Sustainable Development - increased development in the Downtown, particularly at a higher level of intensity, supports a more sustainable community in providing a central area where people can live, work, shop, and recreate without the need of a vehicle. Intensifying the core area also helps reduce the amount of land needed on the fringe of the community for new residential and commercial areas. Opportunities exist for new development in the area to achieve sustainable building and development principles.



Downtown Area Redevelopment Plan

5.0 DOWNTOWN OVERALL POLICIES

The following policies are established to guide overall new development and redevelopment activities in the Downtown area.

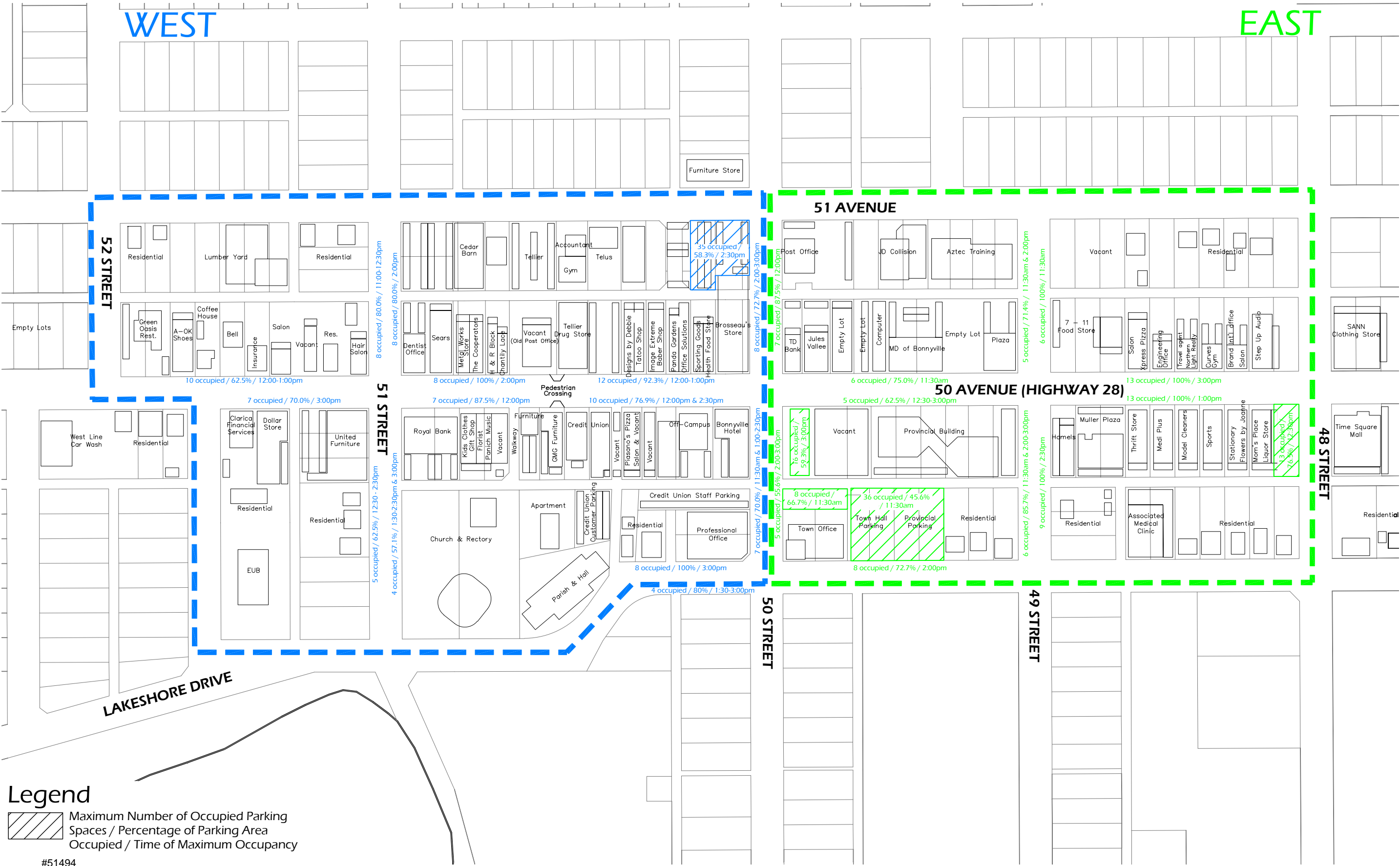
5.1 Transportation Policies

- 1) The designated arterial roadways in the Plan area shall be 50 Avenue (Highway 28) and 54 Avenue. 54 Avenue shall also be the designated Truck and Dangerous Goods Route, as shown on Figure 12 - Transportation and Circulation. Through-traffic should be directed to these roadways.
- 2) Monitoring and enforcement, if needed, should be undertaken to ensure that trucks and vehicles transporting dangerous good are using the Truck and Dangerous Goods Route along 54 Avenue, to limit the amount of large vehicle traffic on 50 Avenue in the Downtown area.
- 3) Designated collector roadways in the Plan area shall be 51 Avenue, Lakeshore Drive/49 Avenue, 52 Street, 50 Street, and 46 Street, as shown on Figure 12 – Transportation and Circulation. These roadways will handle lower volumes of traffic than the arterial roadways, but will direct traffic from local roads to the arterials.
- 4) The remaining roadways in the Plan area shall be retained at a local road level.
- 5) Periodically monitor traffic flows and movements in the Downtown area, particularly on 50 Avenue to ensure that heavier traffic flows are being directed onto the arterial and collector roadways, and to make necessary modifications to traffic signals where warranted.
- 6) Vehicular access points into the Downtown area will continue to provide convenient access into the area.
- 7) In the long term, consider realigning the intersections at 48 Street, 49 Street, 50 Street, and 51 Street on 50 Avenue to provide four driving lanes with additional left hand turn lanes, and right hand merge lanes.



Parking Maximum Occupancy

FIGURE 12

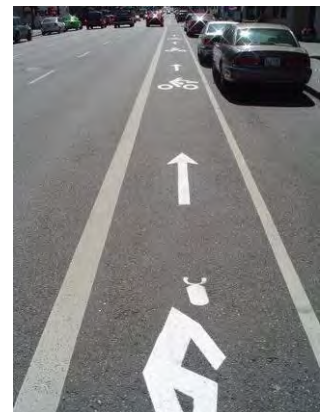




Downtown Area Redevelopment Plan

5.2 Pedestrian/Bicycle Connections Policies

- 1) Provide improved pedestrian and bicycle linkages from the Downtown to: the Jessie Lake trail and birdwatching area; the Bonnyville Municipal Library; the Lyle Victor Albert Performing Arts Centre and other community facilities to the south of 49 Avenue; surrounding residential areas; and the Bonnyville and District Centennial Centre, as shown on Figure 12 - Transportation and Circulation.
- 2) Install wayfinding signage at key intersections in the Downtown which indicate direction and distance to major sites and facilities in the area and surrounding neighbourhoods, such as: the Town office; the M.D. of Bonnyville office; the Provincial building; the Post Office; the Northeastern Alberta Health Unit building; the Bonnyville Curling Club; the Parent-Child Centre and Nursery School; the Bonnyville Swimming Pool; the Senior Citizen's Drop-in Centre; Jessie Lake and the walking trail; the Iron Horse Trail; and Kinsmen Park, among others.
- 3) Encourage new street-level commercial developments, particularly in the Core Commercial area, to provide outdoor amenity areas for patrons and visitors, such as seating areas and plazas, to create better interaction with the abutting sidewalk and street for pedestrians.
- 4) Provide a direct, enhanced bicycle linkage from the Downtown along 51 Street to the Iron Horse Trail north of 54 Avenue, as shown on Figure 12.
- 5) Ensure that the location of street furniture installed along public sidewalks does not restrict universal accessibility for all users.
- 6) Ensure new development and major redevelopment projects provide adequate and secure bicycle parking facilities on-site to serve employees, residents, and visitors.
- 7) Adequate and secure bicycle parking facilities shall also be provided by the Town at designated locations on public sidewalks.





Downtown Area Redevelopment Plan

5.3 Vehicular Parking Policies

- 1) Encourage new developments to provide the required on-site parking stalls identified in the Land Use Bylaw underground. If this can be demonstrated as not being feasible, surface parking areas on site shall only be permitted at the rear of buildings, and shall not be developed adjacent to any public roadway, other than a lane, unless a well-designed interface with an abutting street that includes substantial screening of parked vehicles, can be provided.
 - 2) Where parking is located at the rear of buildings, rear entrances and pedestrian walk-through areas that adhere to Crime Prevention and Environmental Design (CPTED) principles (as outlined in Appendix 3 of the Town Municipal Development Plan) are encouraged in order to facilitate pedestrian access to the streets.
- 
- 3) In the Core Commercial area, reductions in the required number of on-site parking stalls may be considered, if it can be demonstrated that the reduction in parking will not present a source of inconvenience to the surrounding area. The applicant for a development will be required to provide money equal to the cost of an equivalent public parking space through the existing money-in-lieu of parking program.
 - 4) Retain the existing on-street vehicular parking supply in the Downtown to ensure an adequate supply for those working, visiting, and doing business in the area.
 - 5) Require owners of existing surface parking lots in the Downtown area to bring these facilities into compliance with the standards of the Land Use Bylaw, particularly regarding hardsurfacing and landscaping.
 - 6) Review the existing money-in-lieu of parking program to determine if it is meeting its intended goals, and to review opportunities for the use of collected funds.
 - 7) Consider the establishment of a parking authority or similar body to ensure that general use public parking areas are responsive to Downtown parking needs.



Downtown Area Redevelopment Plan

- 8) Consider the development of a municipally-owned and operated parking facility in the Downtown area.
- 9) Surface parking lots that abut public roadways, other than lanes, shall be landscaped with particular attention to buffering and screening the parking area from the adjacent street.
- 10) With the exception of properties fronting onto 50 Avenue, consider proposals for the relaxation of required parking for new developments where shared parking facilities, funds for the construction of parking facilities in other locations, or proximity to existing large parking facilities will be provided.
- 11) Surface parking areas should provide on-site stormwater management storage and treatment facilities to reduce the amount of and improve the quality of stormwater runoff from hard-surfaced areas.

5.4 Streetscaping Policies

- 1) Identify opportunities for new sidewalk treatments or sidewalk widenings as part of a comprehensive streetscaping plan that identifies new streetlights, landscaping, and other street furniture that will be unique to the Downtown area, as shown on Figure 13 - Open Space and Streetscaping.
- 2) Streetscape improvements, in particular street furniture, should not impede the movement of pedestrians, and should adhere to Crime Prevention Through Environmental Design (CPTED) principles and techniques (as outlined in Appendix 3 of the Town Municipal Development Plan) to create a safe environment.
- 3) Consider the installation of decorative banners on streetlights in the Downtown that highlight the unique features, events, and history of the area.
- 4) In conjunction with a monitoring program of traffic volumes on Downtown streets, identify and implement additional pedestrian crossing measures to ensure the pedestrian-oriented environment in the area is maintained.
- 5) Through potential streetscape improvement projects, identify locations for new boulevard trees to improve the appearance of Downtown streets, as shown on Figure 13, ensuring the trees do not block signage or entrances to existing businesses in the area.





Downtown Area Redevelopment Plan

- 6) Existing mature boulevard trees along streets and avenues in the Downtown area should be preserved where reasonable.
- 7) Ensure a high priority of maintenance of streets and associated street furniture in the area to maintain an improved level of appearance of public infrastructure.
- 8) Consider the installation of new gateway features at the main entry points into the Downtown to identify the area as a unique destination for residents and visitors.
- 9) Consider locations in the Downtown to widen sidewalks as part of any new streetscaping initiatives to allow better pedestrian movement and opportunities for active uses such as patios, plazas, and outdoor seating areas.
- 10) New projects and significant redevelopment projects may be responsible for the costs or portions of costs of streetscape improvements identified by the Town to the portion(s) of road right(s)-of-way abutting a site.



5.5 Open Space Policies

- 1) Pursue opportunities for the Town to acquire individual parcels in the Downtown area, particularly along 50 Avenue and 50 Street, with the intent to provide small, landscaped pocket parks for area residents, visitors, and those working in the area.
- 2) Consider the direction established in the Parks Master Plan for the Town for any open space opportunities in the Downtown.
- 3) Maintain and enhance the open space area adjacent to Jessie Lake as a major amenity for the Downtown area, and enhance pedestrian and bicycle linkages to the area.
- 4) Identify opportunities for new outdoor seating areas in the Downtown, particularly along 50 Avenue. As part of this exercise, consider the replacement of the existing gazebo structure near the Provincial Government building with new seating areas.





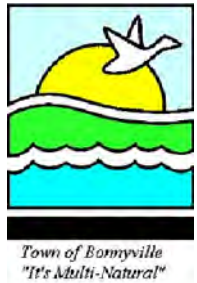
Downtown Area Redevelopment Plan

- 5) Encourage the retention, to the extent possible, of existing trees in the Downtown area as part of any new development or redevelopment project or improvement project to public street.
- 6) Provide additional, enhanced pedestrian linkages from the Downtown to the trail network around Jessie Lake to promote additional usage of this feature and better connection to the core area of Town.
- 7) Explore opportunities for youth-oriented recreation activities in the Downtown.
- 8) Encourage public building and facility replacement in and near the Downtown to include green space as part of the redevelopment.
- 9) For sites over 2.0 ha in size, encourage the provision of a minimum of 15% of the overall site area to be set aside as publically-accessible open space that is connected to the wider pedestrian network, as part of any redevelopment. Such open space should be provided to Town standards, and provide one (1) tree per 25 m² of site area.
- 10) Consider the imposition of a redevelopment levy in the Downtown area to raise the necessary funds for the acquisition of public open space in accordance with Section 647 of the MGA.
- 11) Benches, pedestrian lighting, street furniture, and paving treatment shall be incorporated in clusters that are integrated with the overall site planning and building architecture.
- 12) Universally-accessible design should be considered in the design of open spaces. Development of open space should be designed to be accessible to persons in wheelchairs, motorized scooters, strollers, and persons with special needs.



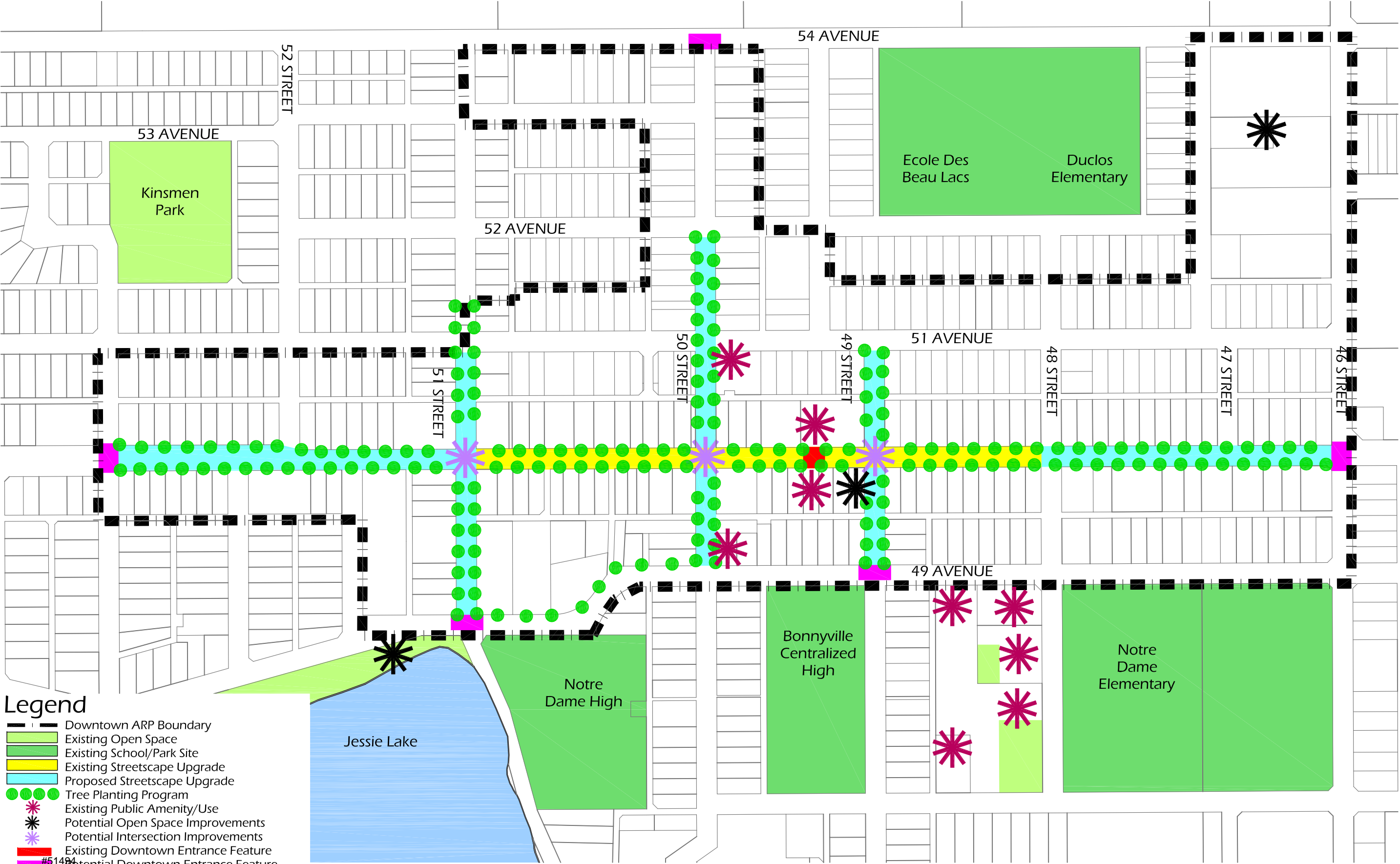


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Open Space and Streetscaping

FIGURE 13



Legend

- Dashed line: Downtown ARP Boundary
- Green rectangle: Existing Open Space
- Light green rectangle: Existing School/Park Site
- Yellow rectangle: Existing Streetscape Upgrade
- Light blue rectangle: Proposed Streetscape Upgrade
- Green dots: Tree Planting Program
- Pink star: Existing Public Amenity/Use
- Black star: Potential Open Space Improvements
- Purple star: Potential Intersection Improvements
- Red rectangle: Existing Downtown Entrance Feature
- Pink rectangle: Potential Downtown Entrance Feature

U:\Projects_EDM\2408004101-Drafting-Design-Analysis\CADD\dwgs\ARP FIGURES\PLN\24080041-ARP-FIG-13-OPEN SPACE AND STREETSCAPING.dwg, 11x17 Landscape, 2008/11/20 04:30 pm maschnail



Downtown Area Redevelopment Plan

5.6 Sustainability Policies

- 1) Encourage the planting of additional trees along public roadways and on other public lands, as well as part of on-site landscaping for new developments or major redevelopments to help improve the ecological health of the Downtown.
- 2) Ensure that an adequate supply of waste receptacles and recycling collection stations are provided along public sidewalks and near commercial frontages to assist in waste management efforts in the Downtown.
- 3) Promote non-vehicular modes of transportation in the Downtown to improve air quality and limit noise pollution through the provision of additional pedestrian and bicycle trails, linkages, and other facilities.
- 4) Ensure adequate stormwater management facilities are provided for new developments or major redevelopments, as well as existing development, to improve the quality of runoff entering water bodies in the surrounding area.
- 5) Promote water conservation measures through water usage in buildings and on-site landscaping.
- 6) Consider the development of a "green initiatives" program through the Land Use Bylaw that provides opportunities for intensification of development or other incentives to developments that meet pre-determined criteria.
- 7) Support proposals for live/work mixed-use developments, particularly in the Mixed-Use/Commercial area, that allow people to work and live in the same building, thus reducing or eliminating the need to commute.
- 8) Complete energy audits on all Town facilities to ensure they are operating efficiently and in an environmentally-friendly manner.
- 9) Encourage new public and private developments to pursue Leadership in Energy and Environmental Design (LEED®) certification.





Downtown Area Redevelopment Plan

- 10) Encourage the use of diverse native plant species in required landscaping as part of any development.
- 11) Encourage the use of permeable surface materials for parking or other hardsurfacing areas as part of public improvements or private redevelopment.

5.7 Economic Development Policies

- 1) Encourage a broad range of business and employment opportunities to locate in the Downtown, and strive to make the area the “location of choice” for new businesses in the community.
- 2) Encourage partnerships between the Town, the Chamber of Commerce, and the Economic Development Committee to focus efforts on attracting new development to the Downtown.
- 3) Work with business owners to establish a Downtown Business Revitalization Zone (BRZ) in the area, in accordance with Section 50 of the MGA and the *Business Revitalization Zone Regulation* (Alberta Regulation 377/94).
- 4) Develop a municipal grant program that provides financial assistance to property or business owners who wish to undertake improvements to their building's façade.
- 5) Consider a financial incentive or possible tax relief for projects that provide new residential development, and in particular, affordable housing units, in the Core Commercial, Mixed-Use/Commercial, Medium Density Residential, and High Density Residential areas.
- 6) Consider the establishment of a Downtown Design Committee, whose role would be to review proposals for new development and significant redevelopment proposals from an urban design perspective, and provide feedback to the Town administration.
- 7) Create a special initiative between the Town, the Chamber of Commerce, and the Economic Development Board that focuses on the branding and image of the Downtown as a place to live, work, and do business.





Downtown Area Redevelopment Plan

- 8) Explore the opportunity for lowering the property tax rate for Downtown businesses.
- 9) Consider waiving business license fees for businesses that are located in the Downtown.
- 10) Consider the implementation of a redevelopment levy that would be collected from new developments towards the purchase of additional park space in the Downtown, further to Section 647 of the MGA.
- 11) Undertake a commercial needs assessment review to identify opportunities for new commercial development in the Downtown, and areas where improvements can be made.

5.8 Arts, Culture, and Social Policies

- 1) Pursue opportunities to locate new or existing municipal or private arts and culture facilities directly in the Downtown.
- 2) Consider the establishment of a Public Art Program that would require 1% of the construction costs of new public or private developments in the Downtown to be provided towards the purchase and installation of public art on a site.
- 3) Identify opportunities to locate community events or celebrations in the Downtown area, in conjunction with temporary street closures or other pedestrian-oriented activities.
- 4) Consider the provision of affordable housing units in residential developments in the Downtown in conjunction with applicable provincial and federal programs.
- 5) Hire a full or part-time administrative position to act as a key contact point regarding Downtown-related issues, and to work closely with the Chamber of Commerce and the Economic Development Board to identify opportunities for the area.
- 6) Promote partnerships with community facilities in or near the Downtown to host activities in the area.





Downtown Area Redevelopment Plan

- 7) Encourage cultural activities to locate in the Downtown to assist in promoting the area as a centre for community activities and events.
- 8) Pursue partnerships with the RCMP to identify strategies and programs to address issues regarding vandalism and crime activities in the Downtown.
- 9) Support the development of a Downtown Mural Program that provides opportunities for local artists and students to install murals on blank walls of selected buildings in the area.
- 10) Consider developing a municipal heritage inventory or designation program to assist in maintaining and preserving the Downtown's historical assets.
- 11) In conjunction with the Bonnyville and District Historical Society, conduct a detailed inventory of the heritage resources in the Downtown to identify existing and potential historic resources that reflect the evolution of the Downtown as the central area of the community.
- 12) Identified historic resources should be protected and enhanced, through adaptive re-use.



5.9 Infrastructure Policies

- 1) At the rezoning or development permit stage of development, undertake an assessment of the impact of a proposed development on the surrounding infrastructure capacities (water, sanitary sewer, and stormwater sewer servicing) to determine what upgrades, if any, may be required to accommodate the development.
- 2) Where an infrastructure capacity assessment as outlined in clause 5.9 (1) identifies required improvements to the water, sanitary sewer, or stormwater sewer servicing network, require the owner of the development to provide these improvements.
- 3) Conduct a regular review of existing servicing infrastructure in the Downtown area and identify any necessary maintenance to ensure that the condition of servicing does not pose any constraints to redevelopment in the Downtown.



Downtown Area Redevelopment Plan

6.0 DEVELOPMENT CONCEPT

The proposed land use development concept for the Downtown area is shown on Figure 14 - Development Concept. The land use designations shown are a generalized concept for future land use opportunities in the area, and are based on input received from the Downtown Revitalization Advisory Committee, Town administration, and the public consultation process.

The Development Concept addresses the overall policy direction contained in Section 5.0 of the Plan. More detailed policy direction for each of the land use designations is contained in Sections 7.0 - 11.0 of the Plan.

Some of the key components of the development concept include:

Contain the "Core" - future redevelopment in the Downtown should focus commercial uses into the "core" area along both sides of 50 Avenue. This will not only help to create a more diverse and vibrant commercial area, it will also assist in encouraging redevelopment of the number of vacant or underutilized sites in the Downtown area.

Mixed-Use Opportunities - areas along 49 Avenue and 51 Avenue that back onto commercial uses on 50 Avenue are ideal locations for commercial and residential mixed-use. This recognizes some existing transition in these areas, but also builds upon the proximity to the main commercial area along 50 Avenue for additional retail or service uses to serve the Downtown.

Infill and Intensification - several parcels in the core commercial area along 50 Avenue are vacant or only used for surface parking. These underutilized sites present an opportunity for commercial infill redevelopment to help develop a vibrant commercial core. In addition, there are several areas of existing low density residential uses that back onto the commercial uses on 50 Avenue. These uses can continue to be accommodated, but in the longer term, are ideal areas to focus residential infill and intensification to assist in developing a strong Downtown residential population to provide a larger market for commercial uses in the area.



Avoid a Second Commercial Strip - current zoning along 50 Street between 51 Avenue and 54 Avenue supports commercial infill development. While it is recognized that 54 Avenue is an arterial roadway, and also serves as the Truck and Dangerous Goods Route, providing additional commercial opportunities in this area could act as a detriment to the core commercial area on 50 Avenue. Consideration should be made to promoting this area for infill residential uses.



Downtown Area Redevelopment Plan

Places for People - the streetscaping improvements undertaken to portions of 50 Avenue some years ago provided wider sidewalks, improved pavement treatments, and decorative streetlights, to assist in creating a better pedestrian environment along this busy roadway. However, no tree planting program was undertaken as part of these improvements, and some portions of 50 Avenue were not improved. As a result, the pedestrian environment on 50 Avenue provides some amenities for people on foot, but could do more to create an active and attractive experience for those visiting the area. Most of the Downtown Plan area falls within a five minute walk from the key intersections at 49 Street, 50 Street, and 51 Street along 50 Avenue. Consideration needs to be given to completing the improvements along 50 Avenue, and extending them to portions of the key north/south streets. Intersection improvements on 50 Avenue at key streets would also assist in making this busy roadway more people-friendly. Opportunities for gathering spaces also exist through the provision of pocket parks and better use of existing public areas such as the underutilized and dated gazebo at the southwest corner of the intersection of 50 Avenue and 49 Street.

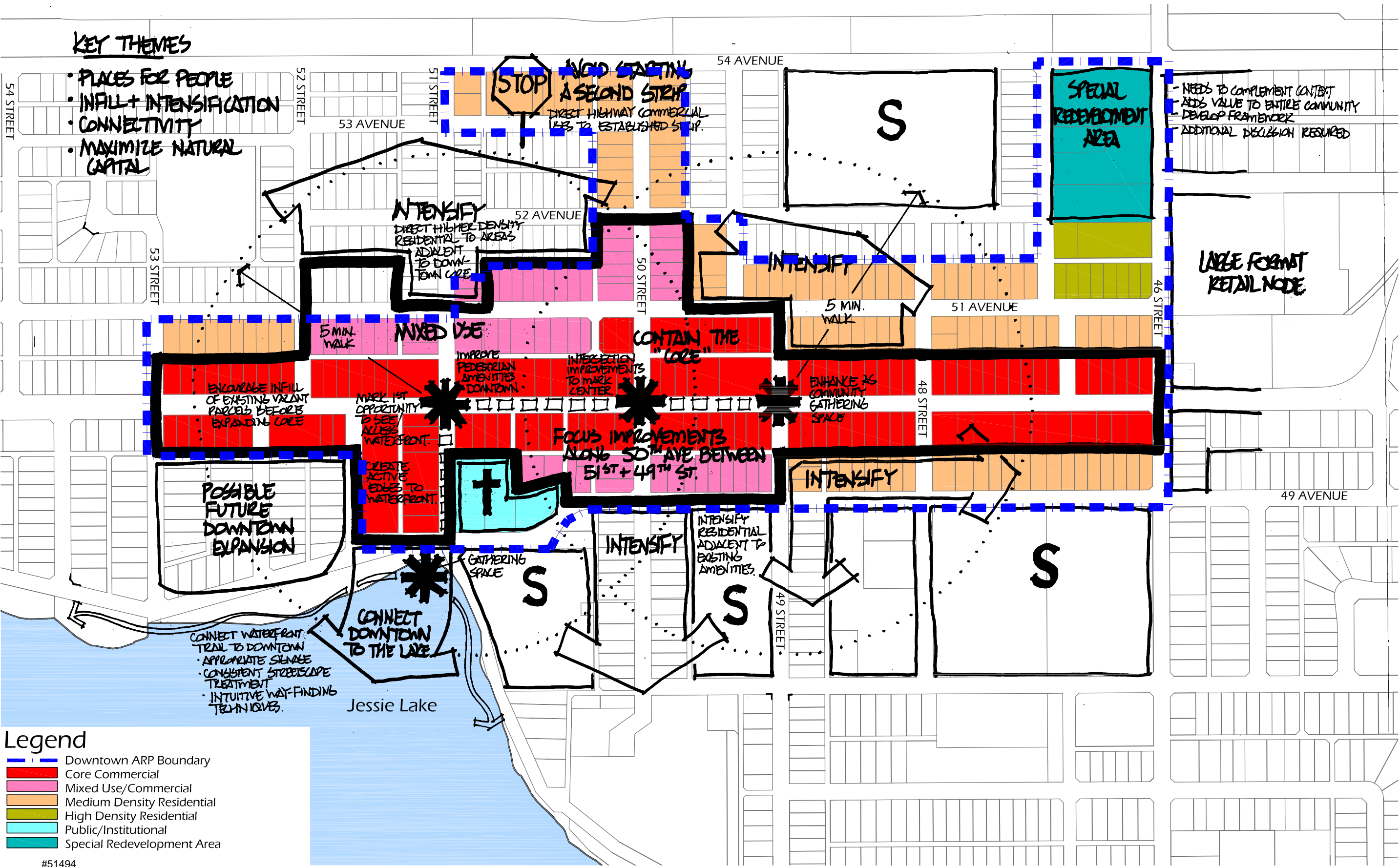
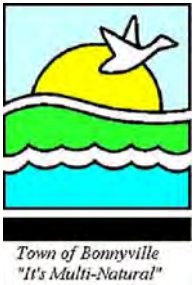


Connectivity - the existing grid layout of the north/south streets in the area has been retained, allowing multiple access points for pedestrians entering the Downtown area. Efforts should be made to maintain and improve these access points, and look for opportunities to provide enhanced connections to amenities such as Jessie Lake, Kinsmen Park, surrounding school/park sites, and the Iron Horse Trail.

Maximize the Natural Capital - the Downtown area is very close to Jessie Lake and its associated walking trail network. However, little effort has been made to promote this nearby natural feature and its proximity to the core commercial area. With pedestrian traffic on the trail network, there are opportunities to enhance this connection to draw people into the Downtown area and promote better integration between the two amenity areas. Appropriate signage, way-finding, and a consistent streetscape treatment will enhance this connection.



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- Legend**
- Downtown ARP Boundary
 - Core Commercial
 - Mixed Use/Commercial
 - Medium Density Residential
 - High Density Residential
 - Public/Institutional
 - Special Redevelopment Area

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Development Concept



Downtown Area Redevelopment Plan

7.0 CORE COMMERCIAL AREA POLICIES

This section provides direction for development in the areas identified as “Core Commercial” on Figure 14 - Development Concept. It supports and expands upon the policies contained in Section 5.0 of the Plan, as well as Downtown-related policies from the Town Municipal Development Plan. Generally, it encourages a concentration of commercial, retail, and service uses into this established area to further strengthen the core of the Downtown.



- 1) Focus commercial uses into the Core Commercial area, and in particular, encourage additional retail, office, professional and personal service, and eating and drinking establishments into this area.
- 2) The maximum height that will be permitted is 4 storeys (14.0 m).
- 3) Commercial uses in this area will be oriented to the street to make the interface more attractive to pedestrians.
- 4) Mixed-use development is permitted in the area, provided the ground floor of mixed-use developments accommodates commercial uses.
- 5) Uses on the ground floor of buildings will have entrances that address the street and the pedestrian through the use of glazing, weather protection, signage, and lighting.
- 6) The Core Commercial area should cater to both daytime and nighttime activities, in all seasons.
- 7) Buildings must be built to the front property line. A minimal setback may be permitted in order to accommodate active space associated with the related ground floor commercial use, such as patios or plazas.



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- 8) The façades of buildings on corner sites in the Core Commercial area must address both the abutting street and avenue.
- 9) Explore opportunities to acquire land or partner with existing landowners to development small pocket parks fronting onto 50 Avenue, in order to provide open space opportunities in the area.
- 10) Consider the future extension of commercial uses south from 50 Avenue along 51 Street and 52 Street towards Jessie Lake to assist in creating a direct linkage from this amenity area to the core commercial area of the Downtown.

8.0 MIXED-USE/COMMERCIAL AREA POLICIES

This section provides direction for development in the areas identified as “Mixed-Use/Commercial” on Figure 14 - Development Concept. Over time, commercial uses have extended from 50 Avenue to the north and south into this area, resulting in a mix of residential and non-residential uses. The general intent of this area is to foster this mixed-use nature of development, accommodating residential development at higher densities, as well as buildings that provide a combination of residential and commercial uses.



- 1) Focus opportunities for commercial and/or residential development into the Mixed-Use/Commercial area.
- 2) Development in this area may be standalone residential, or may provide a combination of residential and commercial uses (e.g. commercial development on the ground floor of a building with residential uses above). New standalone commercial buildings will not be considered in this area.
- 3) Live/work opportunities will be encouraged in this area.



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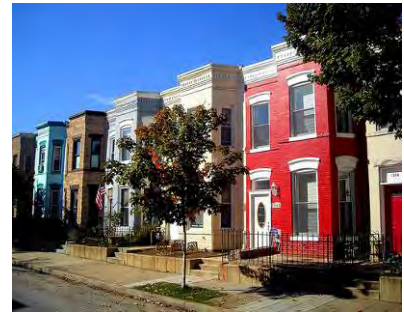
- 4) Consider the re-use of existing single detached dwelling buildings for non-residential uses such as offices, services, retail, or eating and drinking establishments.
- 5) The maximum height that will be permitted is 4 storeys (14.0 m).
- 6) Commercial uses on the ground floor of buildings in this area will be oriented to the street to make the interface more attractive to pedestrians.
- 7) Uses on the ground floor of buildings will have entrances that address the street and the pedestrian through the use of glazing, weather protection, signage, and lighting.
- 8) The principal entrance to an individual dwelling unit(s) provided on the ground floor of buildings will provide direct external access to the adjacent public sidewalk.
- 9) The Mixed-Use/Commercial area should cater to both daytime and nighttime activities, in all seasons.
- 10) Buildings must be built to the front property line. A minimal setback may be permitted in order to accommodate active space associated with related ground floor commercial use, such as patios or plazas, or with related ground floor residential use, such as patios or gardens.
- 11) The façades of buildings on corner sites in the Mixed-Use/Commercial area must address both the abutting street and avenue.
- 12) Institutional or other public service uses will also be accommodated in this area.



Downtown Area Redevelopment Plan

9.0 MEDIUM DENSITY RESIDENTIAL AREA

This section provides direction for development in the areas identified as “Medium Density Residential” on Figure 14 - Development Concept. Residential uses are an important component of a successful Downtown. A strong residential population in close proximity to the commercial core results in a more diverse, active, and integrated Downtown, while at the same time benefiting local businesses by providing a larger market base, both during the day and in the evening. Lands in this area will accommodate residential redevelopment and infill at medium densities, and will provide a transition from the commercial core area to the surrounding low density residential areas to the north and south.



- 1) Medium Density Residential areas will provide opportunities for infill intensification for parcels in close proximity to the Core Commercial area, ensuring a transition from the commercial areas along 50 Avenue to the surrounding low density residential areas to the north and south.
- 2) The intent for the area is to accommodate semi-detached, duplex, townhouse, or low rise apartment development.
- 3) No commercial uses will be considered in this area.
- 4) Infill development must adhere to the principles established in Appendix 1 - Design Guidelines for Infill and Intensification and Appendix 2 - Multiple Dwelling Design Guidelines of the MDP.
- 5) The maximum height that will be permitted is 3 storeys (10.5 m).
- 6) The maximum density for any development shall be 50 units per hectare.



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- 7) The principal entrance to an individual dwelling unit(s) in semi-detached, duplex, or townhouse developments will provide direct external access to the adjacent public sidewalk.
- 8) The principal entrance to an individual dwelling unit(s) provided on the ground floor of low rise apartment buildings will provide direct external access to the adjacent public sidewalk, in addition to a common lobby/entrance area for dwelling units on upper floors.
- 9) Consider the provision of affordable housing units in residential developments in this area in conjunction with applicable provincial and federal programs.
- 10) Consider the provision of basement (or "granny" or "in-law") suites as discretionary uses in existing single detached dwellings as an additional means of increasing the density in the area.



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10.0 HIGH DENSITY RESIDENTIAL POLICIES

This section provides direction for development in the areas identified as “High Density Residential” on Figure 14 - Development Concept. The opportunity for a high density residential node is appropriate near to an established core commercial area; however, in Bonnyville’s case, where development surrounding the Downtown is primarily low density residential, the siting of a high density residential node is important. The designated node is located adjacent to the 46 Street collector roadway, near to the Core Commercial area, but across from an established large-format retail area on the east side of 46 Street.



- 1) The High Density Residential area will provide opportunity for infill intensification at a higher density and height than the Medium Density Residential area.
- 2) The intent for the area is to accommodate apartment development up to a maximum height of 6 storeys (23.0 m).
- 3) The maximum density for any development shall be 100 units per hectare.
- 4) The principal entrance to an individual dwelling unit(s) provided on the ground floor of apartment buildings in this area will provide direct external access to the adjacent public sidewalk, in addition to a common lobby/entrance area for dwelling units on upper floors.
- 5) Portions of apartment buildings in this area above 4 storeys (14.0 m) in height will be set back 3.0 m from the lower portion of the building to maintain a transition in height from surrounding areas, and to ensure sunlight penetration to the street level.
- 6) Infill development must adhere to the principles established in Appendix 1 - Design Guidelines for Infill and Intensification and Appendix 2 - Multiple Dwelling Design Guidelines of the MDP.
- 7) Consider the provision of affordable housing units in residential developments in this area in conjunction with applicable provincial and federal programs.



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11.0 SPECIAL REDEVELOPMENT AREA

This section provides direction for development in the areas identified as "Special Redevelopment Area" on Figure 14 - Development Concept. This site is presently occupied by the M.D. of Bonnyville's public works facility and yard. There has been some discussion between the Town and the M.D. of Bonnyville regarding the relocation of this facility from this site at some point in the future. While no decisions have been made in this regard, the future redevelopment of this site provides an opportunity for a comprehensively-planned project in close proximity to the Core Commercial area and the established large-format retail node east of 46 Street.

If a redevelopment opportunity is presented for this site, special care will be needed to ensure that the new development is well-integrated with the surrounding existing and future uses in the area.

- 1) Continue discussions with the M.D. of Bonnyville regarding the relocation of the public works facility and yard from this site to a more appropriate location in the community.
- 2) If it is determined to relocate the facility from the site, undertake discussions with the current and/or future owners of the site, surrounding land owners, and other community stakeholders regarding the future use opportunities that may be present.
- 3) Any future redevelopment of the site should be undertaken in a comprehensively-planned manner to ensure it becomes well integrated with the surrounding area and provides value to both the Downtown and the overall community.



Downtown Area Redevelopment Plan

12.0 IMPLEMENTATION

The implementation program undertaken for the Downtown is a shared responsibility of many different groups, and will dictate whether or not the Plan will be considered successful. It is important that tangible results be achieved early on in the implementation process to ensure that business owners and residents maintain their interest, and the Plan momentum continues. The implementation program outlined in this Section identifies a number of specific initiatives that could be undertaken, in the short, medium, and longer terms. It should be noted that proposals for the provision of public improvements are subject to Town Council's approval through the annual Capital Budget process.

The success of any downtown revitalization program is dependent on a partnership approach to improvements. It is not reasonable to expect that either the public or the private sector will shoulder all of the financial responsibilities for identified initiatives or upgrades. Improvements to the area will benefit all involved, so a sharing of responsibilities is inherent to this partnership approach. While the Town will take the lead role in the provision of improvements to public lands and infrastructure in the area, the implementation program for the DARP is based on the assumption that both the Town and land/business owners in the area will share financial responsibilities to ensure the successful rejuvenation of the area.



As opportunities and issues facing the Downtown evolve over time, and to adjust to emerging market trends, specific initiatives identified in the implementation program may be accelerated or deferred in particular circumstances, as determined by Town Council in consultation with affected stakeholders. Overall, to keep the Plan and the implementation program current, it is recommended that the Plan be reviewed by Town Council every five years, and the implementation program annually.

The initiatives identified for the implementation program for the DARP are shown, in no particular order of importance, on the table on the following pages. These initiatives are suggested action items for the Town and associated stakeholders to undertake.



Downtown Area Redevelopment Plan

Table 8 Implementation Program Initiatives

No.	Initiative	Responsibility
1.	Formal adoption of Downtown Area Redevelopment Plan	Town Council and Administration
2.	Adequate Town staff support for Downtown initiatives	Town Council and Administration
3.	Ambience lighting on street trees and light poles	Town Council and Administration
4.	Ambience lighting on business store fronts	Land/business owners, Downtown Revitalization Advisory Committee
5.	More scheduled events and activities in Downtown	Town Council and Administration, Economic Development Advisory Committee, Chamber of Commerce
6.	Streets and back lane clean-up	Town Council and Administration
7.	Develop incentive programs for façade improvements to store fronts and new residential developments	Town Council and Administration, Downtown Revitalization Advisory Committee
8.	Replace existing streetlights on 50 Avenue with new fixtures that provide more direct lighting to the street and pedestrian areas	Town Council and Administration
9.	Amendments to Land Use Bylaw, other planning documents to reflect DARP policies	Town Council and Administration
10.	Continue flower planters and hanging baskets program	Town Council and Administration, Downtown Revitalization Advisory Committee



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No.	Initiative	Responsibility
11.	Develop program to provide youth activities in the area to assist in curbing vandalism	Town Council and Administration, Downtown Revitalization Advisory Committee, RCMP
12.	Prepare a Financial Strategy/Business Plan for the Downtown to identify methods of funding improvements	Town Council and Administration, Downtown Revitalization Advisory Committee, Economic Development Advisory Committee, Chamber of Commerce
13.	Develop bicycle route connection along 51 Street from Jessie Lake to the Iron Horse Trail north of 54 Avenue as shown on Figure 12 - Transportation and Circulation	Town Council and Administration
14.	Provide enhanced pedestrian connections on 49 Street, 50 Street, 51 Street, and Lakeshore Drive as shown on Figure 12 - Transportation and Circulation	Town Council and Administration, Downtown Revitalization Advisory Committee
15.	Undertake tree planting program on 50 Avenue, 49 Street, 50 Street, 51 Street, and Lakeshore Drive as shown on Figure 13 - Open Space and Streetscaping	Town Council and Administration, Downtown Revitalization Advisory Committee
16.	Replace gazebo at 50 Avenue and 49 Street with improved public open space amenity and a public information kiosk	Town Council and Administration, Downtown Revitalization Advisory Committee
17.	Install public seating areas/picnic tables in the plaza area adjacent to the Provincial Building to provide additional amenity area for Downtown workers, residents, and visitors	Town Council and Administration, Downtown Revitalization Advisory Committee
18.	Install Downtown entrance features in locations as shown on Figure 13 - Open Space and Streetscaping	Town Council and Administration
19.	Identify programs and specific opportunities for affordable housing units to be provided	Town Council and Administration, Downtown Revitalization Advisory Committee
20.	Consider land assembly opportunities for the provision of public open space	Town Council and Administration
21.	Undertake intersections improvements along 50 Avenue where it is intersected by 49 Street, 50 Street, and 51 Street to identify these as the key intersections in	Town Council and Administration, Downtown Revitalization Advisory Committee



Downtown Area Redevelopment Plan

No.	Initiative	Responsibility
	the Downtown	
22.	Develop a Public Art Program that would require that 1% of the construction costs of new developments to be provided towards the purchase and installation of public art on a site	Town Council and Administration
23.	Provide enhanced pedestrian connections on 47 Street, 49 Avenue, and 53 Avenue as shown on Figure 12 - Transportation and Circulation	Town Council and Administration
24.	Undertake additional open space improvements in the park area along Jessie Lake at Lakeshore Drive and 51 Street to highlight this area as a key amenity for the Downtown	Town Council and Administration
25.	Undertake streetscaping upgrades to portions of 50 Avenue, 49 Street, 50 Street, and 51 Street as shown on Figure 13 - Open Space and Streetscaping	Town Council and Administration
26.	Undertake a rehabilitation program for identified alleys in the Downtown that are in need of improvement	Town Council and Administration
27.	Consider the installation of streetlighting in alleys in the Downtown area as a means of deterring vandalism and crime in the area.	Town Council and Administration