

**TOWN OF ST. STEPHEN
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Town of St. Stephen

Municipal Plan

April 2020

By-Law No. M-2

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**TOWN OF ST. STEPHEN
MUNICIPAL PLAN BY-LAW NO. M-2**

ENACTMENT:

WHEREAS Section 32 of the Community Planning Act requires that a Municipal Plan and Zoning By-Law be reviewed every ten years,

AND WHEREAS measures have been undertaken to perform said review and a By-Law amendment has been proposed, **THEREFORE BE IT ENACTED** by the Council of the Town of St. Stephen under the authority vested in it by the Community Planning Act S.N.B. 2017 C-19, as follows:

- (1) By-law No. M-2 entitled A BY-LAW TO ADOPT THE TOWN OF ST. STEPHEN MUNICIPAL PLAN is hereby adopted.
- (2) This by-law may be cited as the Municipal Plan.
- (3) The legislative provisions and schedules below form an integral part of this by-law

1. INTRODUCTION

1.1 Title

This by-law may be referred to as the "Town of St. Stephen Municipal Plan".

1.2 Area of Coverage

The statements of policy in this Municipal Plan By-Law apply to the Town of St. Stephen municipal boundaries as outlined in Regulation 31-6 under the *Municipalities Act*.

1.3 Purpose

The Municipal Plan By-Law has been prepared in accordance with Sections 21 through 27 of the Community Planning Act. The Plan is the preeminent document guiding growth and development within the Town of St. Stephen. It establishes policies to guide future land use and development while providing guidance to Town Council in long-term planning for the Town. This document will provide supporting principles for the implementation of land use regulations within the Town through by-laws, such as the Zoning, Subdivision, and Building By-Laws.

In accordance with the Community Planning Act, this Municipal Plan should be reviewed every ten years. Over the timeframe that this Municipal Plan is in effect, periodic amendments may be required, and these must be undertaken in accordance with the provisions for public consultation as outlined in the Community Planning Act.

Each section outlines the goals, policies and proposals for the specific aspect of the Plan. Where applicable, the intent of the policies is illustrated on the accompanying Generalized Future Land Use Map (Schedule 'A').

The effect of the plan is to enable the municipality and the Province to undertake any of the proposals identified. The Municipality, however, cannot undertake any action which is inconsistent with the plan. Further, if there is a conflict between the Municipal Plan and Zoning By-law or Subdivision By-law, the Municipal Plan prevails.

2. PLAN CONCEPT AND VISION

2.1 Generalized Future Land Use Map

The Town of St. Stephen Generalized Future Land Use Map attached hereto as Schedule "A" and amendments thereto, form part of the By-Law.

2.2 Community Vision

Through the consultation process for the Municipal Plan Review, a number of recurring issues were identified which set the context for future development in St. Stephen. These included:

- A continued role as the service centre of Charlotte County;
- A diversified, strong local economy,
- New highway commercial land uses along new highway;
- Revitalizing the Downtown;
- Waterfront development;
- Preserving existing, historic residential neighbourhoods;
- Providing recreational amenities to support an active and age friendly community;
- Providing housing opportunities for a variety of incomes and ages; and
- Attract and retain newcomers.

The Municipal Plan must address "Where the Town of St. Stephen is and where it wants to be in the future". The following vision was proposed in the Background Report, based on feedback received during the consultation program that builds on the small town feel of St. Stephen, its beautiful scenery, quality of life and development potential.

"The Town of St. Stephen will strive to increase its population and prosperity through proactively pursuing economic development and diversification, population growth and retention, and revitalization of its downtown, waterfront and infrastructure all while capitalizing on its location and quality of life."

Other areas of importance include housing, recreation and providing present and future citizens with a high quality of life. National trends indicate a significant aging of the population. This will make it increasingly important for St. Stephen to provide adequate housing alternatives for seniors, especially given its proximity to the County's major hospital. New investments, such as the Garcelon Civic Centre and improved Trail Facilities will enable St. Stephen to become a welcoming, age-friendly community.

The Town must adopt goals that demonstrate and describe the community's vision for the future. The following goals form the foundation that will allow St. Stephen to reach its vision:

Land Use, Community, Growth and Economic Development

- *To promote the development and enhancement of new and existing land uses in an efficient, orderly, equitable and sustainable manner.*

Residential Development

- *To provide a range of housing options within St. Stephen that meets the needs of a variety of age groups, abilities, and incomes.*

Commercial Development

- *To support the growth and revitalization of existing commercial areas while establishing new areas for commercial development.*

Industrial Development

- *To promote the development of industrial enterprises within the Town.*

Community and Institutional Uses

- *To provide the Town with quality parks and trails, recreational facilities and institutional facilities, while streamlining the costs associated with maintenance and operation.*

Future Development Areas

- *To prevent the inefficient and unplanned development of unserviced lands within Town limits.*

Downtown and Waterfront Revitalization

- *To enhance the appearance and promote the continued revitalization of the Downtown and the waterfront*

Natural Environment

- *To protect and enhance the natural environment and to encourage development that employs measures to minimize impacts on the natural environment and adapt to climate change impacts.*

Transportation

- *To provide and maintain a transportation network to support pedestrian, non-motorized, and vehicular traffic and to work to promote and retain air, rail, and marine transportation services serving St. Stephen.*

Municipal Infrastructure

- *To maintain and extend the Town's infrastructure to support existing development and future growth.*

Protective Services

- *To provide fire protection and police services to protect life and property within the Town.*

Culture and Heritage

- *To celebrate St. Stephen's architectural built heritage and cultural landscape and to further foster cultural development.*

Planning Administration and Implementation

- *To ensure that all future development is carried out within the general intent of the policies of the Municipal Plan*

3. LAND USE, COMMUNITY GROWTH AND ECONOMIC DEVELOPMENT

3.1 Preamble

Community growth and economic development is achieved through the proper development of all land uses in the Town. The overall goal is to provide policies and proposals that encourage the development of a vibrant, attractive and sustainable town that retains existing residents and attracts new residents and visitors. Policies discussed in subsequent sections of the Municipal Plan are aimed at creating desirable places for people to live, work and play. If this is achieved then the Town will become an increasingly attractive place for new businesses, residents and tourists.

Economic diversification and stability continue to be concerns for the Council. While the existing businesses and light industries have maintained a presence in the town, the Town must continue to provide the services and support necessary to enhance the Town's economic base and continue to attract and retain newcomers. Looking to the future, it will be important for the Town to support all existing businesses and look to attract new businesses of various sizes that are less susceptible to the volatility of the price of natural resources and the American dollar.

St. Stephen has significant growth potential due to its location and proximity to the United States, Saint John and Fredericton, which are all major areas of trade. With the completion of new portions of NB Route 1 and opening of the new border crossing, the Town is positioned to attract small and large businesses. Capitalizing on this potential will require significant work from Town Staff, Council, Future St. Stephen, and the Chamber of Commerce. These entities will need to work together in order to help the Town attract new businesses.

The new highway and border crossing have allowed for the opportunity for new commercial enterprises to locate north of the highway, immediately outside the Town Boundary. Council continues to explore the annexation of lands adjacent to the town to grow the Town's tax base. Council is advised to consider the potential negative effects on the existing businesses on King Street, in particular. Efforts should be made to continue to provide enhanced quality services in this area to retain existing enterprises and attract new entrants.

The Town's economy is supported by a multicultural workforce, especially in the region's seasonal seafood-based economy. In order to retain and continuously attract newcomers, the Town will continue to support multicultural opportunities, programming, and services.

3.2 Goal

Promote the development and enhancement of new and existing land uses in an efficient, orderly, equitable and sustainable manner to support economic and community growth.

3.3 Policies and Proposals

Policy LU-1 Council shall promote the growth of the Town's population to sustain existing businesses and services while increasing the tax base.

Proposal

- 1) Council will actively pursue initiatives to promote residential, commercial and industrial growth within the Town.

Policy LU-2 Council shall diversify the commercial and economic base of the Town to provide additional employment opportunities and increase its role as a service centre for the region.

Proposals

- 1) Town Staff and Council will continue to foster their relationship economic development organizations. Council will endeavor to work with these groups to develop a proactive strategy to retain existing businesses and attract new businesses to the Town.
- 2) Town Staff and Council will continue to work with Calais, Maine to identify and pursue potential economic development opportunities in the United States and Canada that will benefit both municipalities either directly or indirectly.

Policy LU-3 Council shall position the Town to benefit from the new border crossing and highway alignment through boundary expansion.

Proposals

- 1) Council and staff will assess the viability of annexation of additional lands near the highway that presently fall outside Town limits.
- 2) Council will prepare a secondary plan for the area north of NB Route 1, when appropriate, and will make any amendments necessary to the Zoning By-law to promote this area for future development.

Policy LU-4 Council shall enable land uses to develop in a compatible manner while ensuring sufficient land is made available for future growth.

Proposals

- 1) Council will manage land use in accordance with the land use plan designated on the Generalized Future Land Use Map. The specific policies applicable to each of these land use designations will be described in the appropriate sections that follow.
- 2) It shall be a policy of Council to encourage growth and development that is efficient, cost effective, compatible with existing development, and incorporates sound environmental planning principles by:
 - a. concentrating new growth in areas that are adequately serviced and properly planned;
 - b. encouraging development in areas that would be contiguous to, or infilling between, existing built-up areas;
 - c. promoting mixed-use developments which incorporate two or more land uses, such as commercial residential, within one building in appropriate areas of the Town such as the downtown and King Street Commercial area;
 - d. requiring buffer areas and site design to mitigate the impacts of industrial uses and large-scale commercial and institutional uses on residential areas;
 - e. protecting physically unsuitable or environmentally sensitive areas from development pressures; and
 - f. restricting development in unserved areas.
- 3) Council will provide for a more specific delineation of land uses in the Zoning By-Law that are consistent with the Generalized Future Land Use Designations.
- 4) In conformance with the Community Planning Act, it shall be a policy of Council that any land use existing at the time this Plan is adopted, that does not conform to the land use designations shown on the Generalized Future Land Use Map, and that is subsequently identified as a non-conforming use in the Zoning By-Law, will be permitted to continue. However, if a building or structure containing such a use is:

- a. damaged to the extent of at least half of the whole (exclusive of foundation); or discontinued for a consecutive period of 10 months;
 - b. then any reuse must conform to the Municipal Plan and Zoning By-law.
- 5) Council will encourage the relocation of non-conforming uses to appropriately designated and planned sites through appropriate mechanisms where feasible.

Policy LU-5 Council shall make provision for future roadway networks and infrastructure servicing as the basic framework around which the community will grow.

Proposal

- 1) Council shall allow for the establishment of future roadways on the Generalized Future Land Use Map. The timeline for the completion of these roads is unclear; however, Council shall consider the locations of these roads during the review of development applications. These new roadways are intended to provide connectivity and allow for the development of vacant lands in a manner consistent with this Municipal Plan.

Policy LU-6 Council shall encourage the provision of community facilities and services to serve all residents of the community.

Proposals

- 1) Wherever the reservation of private lands for public purpose is mentioned in this Plan, it shall be with the understanding that it will be the intention of Council to acquire such land, through public dedication, through negotiation and agreements with the owners of such lands, or through outright purchase. In the interim, such designated land shall be zoned in a category that provides protection of the affected land for its long term intended use (as recommended in this Plan).

4. RESIDENTIAL DEVELOPMENT

4.1 Preamble

To address the need for greater diversification in housing stock, a predominant issue identified during the last Municipal Plan review in 2010, the Town set aggressive goals and objectives. A commitment to encouraging more rental accommodations was made which resulted in an overall increase in this form of housing in the last 10 years. The Town also created an innovative way for entrants to the housing market to afford their accommodations whereby the land is leased with the option to buy. While these means to increase the variety of accommodations have been successful, Council recognizes the need to continue providing opportunities for developers to meet the needs of the residents. The aging population will in large part drive the need for age friendly housing.

Affordable and Diverse Housing Opportunities

Housing was an important issue identified by Town Council, Staff and residents during the consultation process of the Background Study. At the present time there is a lack of affordable housing and variety of housing types. The current housing stock in St. Stephen is predominantly single-family dwellings and while rental opportunities are available, these are in the form of small apartment complexes and retrofitted homes often in poor condition. In an effort to provide varied housing types for different income levels, the Town will look to encourage different forms of housing that are not commonly found within Town limits. Row houses or townhouses represent the opportunity for the Town to provide modest forms of home ownership opportunities and improved quality of the rental housing stock. An important feature of this form of housing is it can be designed in a manner that integrates it within existing residential neighbourhoods as many have the appearance of traditional single-family homes. This form of housing should also be attractive to developers due to the increased density.

Land Leased Communities

There is a need to establish standards that differentiate and regulate manufactured and mobile homes. These two forms of housing are extremely different and while mobile homes have a tendency to cause issues with conventional subdivision housing, manufactured homes are now being designed in a high-quality fashion and can provide modest home ownership opportunities within the Town limits. Policies and standards within the Municipal Plan and Zoning By-law will allow the option of manufactured homes in applicable residential zones, provided that they comply with all current Town building standards and are of compatible appearance with conventional subdivision housing.

Apartment Buildings (Multi-unit Dwellings)

Improving the apartment and multiple unit dwelling stock in the Town will also contribute to providing more affordable housing opportunities. While apartment units are found within the Town, there is concern over the quality of the existing buildings and their attractiveness to young professionals. Policies and standards in the Municipal Plan and Zoning By-law will aim to encourage the development of higher quality buildings and to ensure the appropriate location of these buildings.

Residential Development Downtown

Residential development in the downtown will serve two key functions: it will contribute to the revitalization of the downtown and waterfront and provide the Town with increased housing options. This is achieved by the premise that if more people are living downtown the more people are likely to use the shops and services found there. An important component of a successful downtown is getting people to the street throughout the day and evening. One of the best ways to achieve this is through providing housing opportunities for a diverse portion of the

community (seniors, higher incomes, lower incomes and younger members of the work force). Other elements of downtown revitalization will be discussed in more detail in Section 10.

Secondary Uses

Home occupations are another important component of the Town's function as a service centre for surrounding communities. The intent of permitting home occupations is to encourage both entrepreneurship and telecommuting. Locally owned small businesses and services can have a place within residential neighbourhoods, however, careful consideration must be given to the type, scale and potential negative impacts the operation may have on surrounding homes. Telecommuting is a growing trend in the modern working environment made possible through technological advances. It allows people to complete work typically done at the office from their own home, thus allowing people to live potentially thousands of miles away from where their office is. Given its potential to help attract people to reside in the Town, it should be encouraged.

Smart Growth Principles and Sustainable Design

Smart Growth is an emerging trend to create places that encourage people to live, work and play within the same area. The principles of this philosophy also encourage the sustainable development of the community. These principles apply to all land uses and should be considered with any development application.

4.2 Goal

To provide a range of housing options within St. Stephen that meets the needs of a variety of age groups, special needs and incomes.

4.3 Policies and Proposals

- Policy RD-1** Council shall encourage a range of housing opportunities that meet a variety of needs in terms of size, type, ownership status and location, while ensuring the character of existing neighbourhoods is maintained.
- Policy RD-2** Council shall pursue a variety of housing types, form, and compact residential development following Smart Growth principles and sustainable design. Each development application shall be considered for its contribution to housing stock diversification.

Proposals

- 1) It will be the intention of Council to encourage the provision for a variety of housing types, forms and compact development and through establishing the Residential Designation as shown on the Generalized Future Land Use Map, Schedule A. The intent of this designation will be to provide a variety of housing options in appropriate locations to meet the needs of the population while preserving existing neighbourhoods.
- 2) Within the Residential Designation, Council shall establish a Single and Two Family Residential (R-1) Zone. The intent of this zone will be to preserve the character of some of the existing residential neighbourhoods. While other forms of housing will be permitted, single-family dwellings will be the predominant form of housing. Additional forms of housing will be permitted subject to terms and conditions.
- 3) Within the R-1 Zone, Council will permit semi-detached and two-unit dwellings subject to terms and conditions. Council will direct the Planning Advisory Committee to apply terms and conditions aimed at preserving the character of the existing neighbourhood. Specific terms and conditions will require:
 - a. the dwelling is of comparable height to existing homes on the street;

Town of St. Stephen Municipal Plan By-law

- b. the building design and material are similar to the majority of other homes on the street;
 - c. all requirements of the Zoning By-law are met.
- 4) Within the Residential Designation, Council shall establish a Residential Mix Zone. The intent of this zone is to permit the as-of-right development of numerous forms of housing. Within this zone single-family dwellings, semi-detached dwellings, attached dwellings, and multiple unit dwellings (of certain densities) will all be permitted. The zoning by-law will establish specific standards governing the location and design of each of the housing types.
- 5) Within the Residential Designation, Council shall establish a Multiple Family Residential (R-3) Zone. The intent of this zone will be to provide areas for multiple-family dwellings or apartment buildings of up to 24 units. Larger multi-unit buildings will be permitted subject to terms and conditions as imposed by the Planning Advisory Committee. In considering such amendments, the Committee shall have regard for:
- a. The proximity of the proposed development to collector or arterial streets;
 - b. The proximity of the proposed development to services, such as commercial shops and institutional uses;
 - c. That the development meets all standards established in the Zoning By-law; and
 - d. That the development meets the general intent of this Municipal Plan By-law.
- 6) Within the Residential Designation, Council shall establish a Land Lease Residential (RLL) Zone. The intent of this zone will be to provide the opportunity for a land lease community within Town limits. Council will not pre-zone any properties for this use and will permit a proposed land lease community subject to an amendment to the Zoning By-law. When considering a rezoning application, Council will consider the following:
- a. The location of access from the park to the public street network;
 - b. Adequacy of the Town's infrastructure systems in the area and effects of the proposed development on such systems
 - c. The location and design of any non-residential components in the development;
 - d. Integration with adjacent developments;
 - e. The layout of the proposed internal roadway network in the development to adequately accommodate the needs of both vehicles and pedestrians;
 - f. Proximity to parks and recreation services, schools, and other community services;
 - g. Provision of quality open space for the residents of the development including parks and playgrounds;
 - d. The use of green space and landscaping to provide a visually attractive transition between
 - e. manufactured housing developments and adjacent residential land uses;
 - f. Impacts on the environment; and
 - g. Storm water management.
- 7) Within the Residential Designation, Council shall establish a Mobile-Home Residential (RMH) Zone. The intent of this zone will be to provide the opportunity for mobile-homes within Town limits, under appropriate conditions, such as in the more rural areas of town. Council will not prezone any properties for this use and will permit a proposed mobile-home subject to an amendment to the Zoning By-law. When considering a rezoning application, Council will consider the following:
- a. That the proposed development be in rural areas of the municipality;
 - b. The relationship of the proposed mobile home and site layout with existing neighbouring properties;
 - c. The provision of adequate municipal and/or on-site servicing and corresponding minimum lot size requirements; and
 - d. That the requirements of the Zoning By-law be met.

- 8) In order to take advantage of the investment already made in existing municipal services and to encourage compact, efficient development, Council will encourage and support infill development on existing streets and in areas immediately adjacent to existing services.
- 9) Council will establish appropriate zoning standards to permit a mix of housing while mitigating potential land-use conflicts and preserving the character of existing residential neighbourhoods.
- 10) Council will provide for the stabilization of residential neighbourhoods by:
 - a. Encouraging the maintenance and rehabilitation of the existing housing stock;
 - b. Discouraging the encroachment of incompatible uses;
 - c. Routing higher volume traffic flows along properly designed collector or arterial roads;
 - d. Maintaining community services and facilities;
 - e. Encouraging the relocation of incompatible uses; and
 - f. Providing and enforcing by-laws to maintain acceptable maintenance and occupancy standards.

Policy RD-3 Council will encourage the development of affordable housing for lower and middle-income households, families or individuals.

Policy RD-4 Council may consider an Affordable Housing Policy to establish the need, what constitutes affordable housing and the areas where affordable housing should be located.

Proposals

- 1) Council will encourage the provision of a variety and mix of housing, including medium and high-density housing, to accommodate a broad spectrum of income groups.
- 2) Council will seek to provide affordable housing through:
 - a. Encouraging a range of housing types and densities in locations with convenient access to schools, recreation facilities, commercial uses and employment opportunities;
 - b. Encourage the development of mixed-income buildings that offer a mix of affordable and market units;
 - c. Making, where available and appropriate, Town-owned land available for affordable residential development;
 - d. Permitting basement apartments in single family dwellings in accordance with the relevant standards of the Zoning By-law and other relevant by-laws;
 - e. Permit dwelling units under 800 sq ft. in accessory buildings within the R1 and R2 zones, such as garden suites and above detached garages, subject to conditions and standards of the zoning by-law, subject to Planning Advisory Committee approval.
 - f. Co-operating with the Federal Government, Provincial Government and non-profit organizations to facilitate affordable housing; and
 - g. Considering the implementation of zoning tools to encourage developers to provide more affordable housing.

Policy RD-5 Council shall improve the quality and quantity of the Town's rental stock.

Proposals

- 1) It will be the intention of Council to recognize and encourage a mixed-use environment, with developments that incorporate two or more land uses within one building, in the Downtown, and in immediately adjacent areas. Within these areas higher density residential uses will be permitted as a mixed use development so long as commercial activity exists on the ground floor. Developments solely for residential uses will be permitted, so as the ground floor to ceiling height of the building is at least 10 feet and appropriate design allows for the eventual conversion to a commercial use as dictated by market conditions.

- 2) Council shall provide for medium or high-density development in accordance with the following guidelines.
 - a. Medium or high-density residential development shall:
 - i. Be adjacent or in close proximity to collector or arterial streets;
 - ii. Located at the periphery of low density residential neighbourhoods;
 - iii. Be in proximity to the Downtown, King Street or other commercial and/or employment areas or nodes;
 - iv. Be compatible with surrounding land uses;
 - v. Be in locations where all necessary water and sewer services, parks, recreation facilities, schools and other community facilities can be readily and adequately provided;
 - vi. Provide sufficient on-site parking and green space, as regulated by the zoning by-law;
 - vii. Incorporate site design features that adequately address safe access, buffering and landscaping, site
 - viii. grading and storm water management; and
 - ix. Include an exterior building design of high quality that contributes to the Town's built form.
- 3) Within the Residential Designation, Council shall permit multiple unit residential development and provide alternate forms and densities of residential development in strategic areas of the Town.
- 4) Council will establish a Multiple Unit Residential (R-3) Zone to permit the development of multiple unit buildings greater than four (4) units. Permitted uses within this zone include a multiple unit dwelling to a maximum of twenty-four (24) units, a residential care facility, a boarding or rooming house, a senior citizen's housing development, or a townhouse or rowhouse development.
- 5) Council may consider development of higher density residential uses, in excess of 24 units within the R-2 zone as a conditional use. In considering terms and conditions the Planning Advisory Committee shall have regard for:
 - a. the relationship of the proposed building and site layout to abutting properties; (b) the relationship of the proposed development to the streetscape;
 - b. the potential of the building to dominate the streetscape due to the scale of the building relative to the street and surrounding buildings and structures;
 - c. the functionality of pedestrian connections through and around the development;
 - d. the location of access points to the site and the proposed parking layout;
 - e. the adequacy of municipal infrastructure;
 - f. the proposed site landscaping and buffering; and
 - g. the traffic impacts.
- 6) It will not be the intention of Council to pre-zone all lands for multiple-unit residential use. However, Council may consider the development of new multiple unit residential use by amendment to the zoning by-law. In considering such amendments, Council shall have regard for:
 - a. The proximity of the proposed development to collector or arterial streets;
 - b. The proximity of the proposed development to services such as commercial shops and institutional uses;
 - c. That the proposed development be encouraged in suitable sites for in-fill development;
 - d. That the proposed development be in close proximity to the Downtown, King Street and other employment or commercial nodes;
 - e. That it occur in locations where all necessary water and sewer services, parks and recreation services, schools and other community facilities and protective services can readily and adequately be or expected to be provided;
 - f. That the proposed development provides sufficient off-street parking, amenity areas and green space;

- g. That the proposed development incorporates site design features that adequately address such matters as safe access, buffering and landscaping, site grading and storm water management;
 - h. That the architectural features of the proposed building are consistent or of higher standard than those of surrounding buildings;
 - i. That the height be limited to four storeys;
 - j. That the development will not cause capacities of existing municipal services to be exceeded;
 - k. That there is adequate landscaped buffer areas on the periphery of the lot to screen the buildings and parking areas from adjacent low density residential development; and
 - l. In addition to the notification required under the Community Planning Act, the adjacent residents within 100 meters of the property be informed of the proposed zoning amendment.
- 7) The Downtown and central commercial areas will be considered appropriate areas for multiple-unit apartment buildings and will be considered through the rezoning process. Council will give specific consideration to the following aesthetic features when considering a rezoning application:
- a. The use of traditional building materials;
 - b. That the proposed development is of comparable height to surrounding buildings and meets the height standards for multiple-unit buildings;
 - c. That there is adequate spacing between multiple-unit buildings that do not contain ground floor commercial uses;
 - d. That the setback requirements are met and landscaping done in accordance with the requirements of the Zoning By-law;
 - e. The proposed development meets all other requirements for multiple-unit buildings and Central Commercial uses.

Policy RD-6 Council shall encourage new residential developments to incorporate sustainable building, site and subdivision design along with Smart Growth Principles aimed at maximizing green space and population density while minimizing the required municipal infrastructure.

Proposals

- 1) Council will encourage the following community design principles in new residential subdivisions:
 - a. Creation of walkable neighbourhoods through the layout of roads and provision of trails, sidewalks and active transportation routes;
 - b. Provide connectivity between residential neighbourhoods for a variety of modes of transportation;
 - c. Provide a range of housing opportunities and choices for varying income levels;
 - d. Provide a mixture of land uses;
 - e. Take advantage of compact building design and green buildings;
 - f. Provide a variety of lot and house designs within residential subdivisions that help foster distinctive, attractive neighbourhoods with a strong sense of place;
 - g. Design roadways that limits vehicle speeds and considers non-motorized roadway users such as cyclists and pedestrians; and
 - h. Preserve open space, farmland, natural beauty and critical environmental areas.

- 2) Where appropriate, Council will utilize alternative infrastructure standards such as:
 - a. Provision of mountable curbs on local streets;
 - b. Increases in manhole spacing;
 - c. Reductions in right-of-way and pavement widths;
 - d. Reduction in yard setback standards; and
 - e. Incorporating energy efficiency and water saving mechanisms.

- 3) More compact housing developments incorporating mixed use will be encouraged by Council. These developments will require input on design and layout to ensure functional, aesthetic design and scale to the surrounding urban environment.
- 4) Council will not encourage any residential development in the area of the existing industrial areas of the Town unless potential land-use conflicts can be mitigated through buffering and other design elements.

Policy RD-7 Council shall encourage secondary, institutional and recreational uses in residential areas that do not degrade the existing character of the neighbourhood.

Proposals

- 1) Home occupations will be permitted within certain residential uses subject to regulations provided in the Zoning By-Law. Regulations in the Zoning By-law regarding home occupations will focus on the following principles:
 - a. The use is minor and secondary to the residential use;
 - b. Incorporates live/work units within the Downtown;
 - c. Parking, traffic and noise impacts are minimal; and
 - d. Compatibility with surrounding land uses.
- 2) Council may permit tourist homes and neighbourhood daycare facilities in residential areas as a conditional use and instruct the Planning Advisory Committee to consider the following when deciding to approve or deny an application:
 - a. The use is secondary to the permitted residential use;
 - b. Compatibility with surrounding land uses;
 - c. Impacts on the adjacent roadway network;
 - d. Signage is minimal and does not detract from surrounding uses;
- 3) Council may consider the establishment of commercial day care facilities in residential areas through the rezoning process. Proposals will be evaluated relative to the following criteria:
 - a. The daycare maintains a residential character compatible with the adjacent neighbourhood in terms of massing, height, visual appearance and open space and amenity areas;
 - b. Proximity to parks, open space and recreation facilities;
 - c. Adequate parking, vehicle ingress/egress and drop-off;
 - d. Adequate indoor and outdoor amenity areas;
 - e. The local transportation network can accommodate any increased demands; and
 - f. Adequate buffering between adjacent residential uses is provided.
- 4) Council will provide park, recreation and institutional uses including parks, schools and churches may be located within residential areas provided that:
 - a. the use does not conflict with neighbouring uses;
 - b. the dominant use within the area continues to be residential; and
 - c. adequate pedestrian and vehicular access and on-site parking can be provided.

Policy RD-8 Council shall allow for adequate land for future residential development and ensure new residential development is of high quality and sustainable design.

Proposal

- 1) It will be a policy of Council to permit residential development in any areas shown as Residential on the Generalized Future Land Use Map; Schedule B.

Policy RD-9 Council shall support other forms of housing including housing for people with special needs, seniors housing, group homes, boarding and rooming houses, boarding and rooming houses and tourist homes.

Proposals

- 1) Council will encourage housing for people with special needs, including seniors housing, group homes and shelters, to integrate into suitable residential areas of the town subject to section 7 of the Municipal Plan.
- 2) It shall be the intention of Council to enforce the accessibility requirements of the National Building Code.
- 3) Council will facilitate the integration of group homes into all residential areas and will prescribe regulations in the Zoning By-law to:
 - a) Maintain compatibility with surrounding residential uses; and
 - b) Ensure the adequate provision of on-site parking, landscaping and green space.
- 4) It will be a policy of Council to control the location of boarding and rooming houses in the Town. Where permitted as a conditional use, Council will require that boarding and rooming houses:
 - a) Be located where compatibility with surrounding land uses can be ensured; and
 - b) Provide adequate on-site parking and green space.

5. COMMERCIAL DEVELOPMENT

5.1 Preamble

The two major concentrations of commercial development within St. Stephen are located along King Street and along the downtown portion of Milltown Boulevard. These two areas feature numerous commercial operations in a variety of forms. Larger format retailers dominate portions of King Street while the downtown features smaller scale commercial operations. In recent years the majority of commercial development has occurred along King Street, in the form of large format retailers. Economic conditions over the last 10 years have influenced the success of the "big box" format in smaller communities and this has affected the viability of the area along King Street, north of the Downtown core. With the realignment of NB Route 1, lands north of the highway have become attractive to potential commercial enterprises. This development pressure will influence the continued viability of King Street. The Downtown area has seen a resurgence with beautification efforts, the Garcelon Centre and restoration of historic buildings.

The development potential along the new highway alignment will need to be monitored closely for the following reasons:

- 1) Existing large format retailers may relocate to locations near the new highway in an effort to draw more commuter traffic to their operation.
- 2) There is a significant portion of land bordering the highway that is outside of the Town limits and thus control over the various aspects of any development in these areas would be lost.

These potential issues are important to the future of King Street, in particular. The overall flow and function of the Town should be a priority for Council to support the development opportunities in the Downtown area. The Town will need to actively pursue options to incorporate these areas bordering the new highway, specifically, land adjacent to new highway interchanges to ensure the Town benefits from any new commercial development in these areas.

The Town also features a number of smaller commercial operations dispersed throughout the Town. These operations are vital to providing residents with a variety of services, employment and allowing for entrepreneurial opportunities within Town limits. Generally speaking, these operations are very positive; however in considering new commercial uses in traditionally non-commercial areas, Council must weigh the potential negative impacts on adjacent properties, the abutting roadway and determine whether the proposed operation is compatible with the existing neighbourhood.

5.2 Goal

To support the growth and revitalization of existing commercial areas while establishing new areas for commercial development.

5.3 Policies and Proposals

Policy CD-1: Council shall provide sufficient area for various types and sizes of commercial operations to allow the Town to continue its role as a service centre for the County.

Proposals

- 1) Council will establish the Commercial Designation as shown on the Generalized Future Land Use Map. Within the Commercial designation, Council will establish a variety of zones that fit the varying sizes, types and designs of commercial development. These zones will establish the specific areas for varying types and forms of commercial activity.
- 2) Within the Commercial Designation, Council shall establish the Downtown Mixed Use Overlay. The intent of this zone will be to create a mixed-use environment featuring a number of commercial, residential, institutional, tourism, park and open space uses that encourage the improvement and rehabilitation in this area. Further policies related to development in this zone are found in Section 10.0.
- 3) Within the Commercial Designation, Council shall establish the Large Format Commercial Zone. The intent of this zone will be used for commercial buildings and/or operations that are 4,180 m² (45,000 ft²) or larger. The area of the building and/or operation will be determined by the gross floor area as defined in the Zoning By-law.
- 4) Council will consider applications for additional Large Format Commercial Uses through a rezoning process and proposed developments shall comply with the following criteria:
 - a) The proposed development is compatible with surrounding land uses or adequate buffering, landscaping and design components have been integrated into the design to mitigate the impact on adjacent uses to the discretion of Council;
 - b) Adequate capacity exists on the adjacent system of public streets to accommodate the traffic generated by the proposed development or new infrastructure is proposed to serve anticipated traffic volumes;
 - c) The development incorporates the necessary infrastructure to facilitate the safe and efficient flow of pedestrians throughout the site;
 - d) A comprehensive landscaping plan is provided demonstrating an attractive interface between the development and adjacent streets and aesthetically designed parking areas and access lanes;
 - e) A stormwater management plan shall be required for any development. The plan will be designed to minimize negative influences on existing infrastructure. Net zero discharge from any site will be encouraged.
 - f) The design of all structures on the property are architecturally appropriate and contribute positively to the Town's built environment;
 - g) Views of large parking lots from adjacent streets are mitigated through site design and landscaping;
 - h) The appearance of large blank walls to adjacent streets and properties shall be minimized through
 - i) design features on the building's façade (windows, vines, changes in texture, awnings, columns,
 - j) changes in wall planes or other features deemed appropriate by the Development Officer);
 - k) Natural features such as trees are preserved and integrated into the design where possible;
 - l) Customer entrances are well defined and are well articulated through the use of canopies or porticos, overhangs, recesses or projections, arcades, raised corniced parapets over the door, peaked roof forms, arches, outdoor patios, display windows, tile work or mouldings or other features deemed appropriate by the Development Officer;
 - m) Necessary municipal services are available to the subject property; and
 - n) A storm water management plan addresses the environmental impact of the proposed development.
- 5) Within the Commercial Designation, Council shall establish the Downtown Zone. This intent of this zone will be to provide a quality commercial environment along King Street and the western section of Milltown Boulevard. This zone will also permit specific residential, institutional, recreational and open space uses aimed at providing a mixed-use environment.

- 6) Within the Commercial Designation, Council shall establish the Neighbourhood Commercial Zone. The intent of this zone is to provide areas for small-scale, non-intrusive commercial operations that do not negatively impact surrounding residential uses.
- 7) Neighbourhood commercial operations are a convenience to residential areas; however, they do have the potential for negative impacts. Therefore, it shall be a policy of Council that new neighbourhood commercial uses be permitted subject to a rezoning. In addition to provisions of the Zoning By-law, Council shall consider the following conditions to minimize any adverse effects on the surrounding residential areas:
- a) A location on a designated arterial or collector street;
 - b) Adequate landscaping is provided between the commercial use and adjacent residential areas and may include the provision of grass strips, berms, screening, appropriate planting of trees and shrubs or separation distance.
 - c) The provision of adequate off-street parking as required under the parking section of the zoning by-law;
 - d) Controls on the type, size, location and illumination of signs;
 - e) the provision that the exterior of the building (if an existing building) will not be altered from its residential character, with high display windows, etc.;
 - f) The proposed use is located on or directly abutting an arterial or collector street;
 - g) The gross floor area of the use does not exceed 1,000 m² (10,765.9 ft²); and
 - h) The development is sited and designed in a manner that minimizes its effect on any adjoining residences. These impacts include traffic, noise, lighting, signage and location of parking.
- 8) When receiving applications for development in the Downtown or along King Street, Council shall direct Staff to apply the policies of Section 10.
- 9) Council will implement Zoning By-law regulations to ensure that the scale, density and form of development in the Downtown is compatible with the overall character of the Downtown and contributes to the revitalization of the Downtown.

Policy CD-2 Council shall proactively seek the revitalization of the Downtown areas through directing new commercial development to these areas.

Proposals

- 1) Council will establish primary commercial areas for the purposes of accommodating the Town's major concentrations of commercial growth. For the purposes of this Plan, the primary commercial areas are King Street and the Downtown, and Milltown Boulevard.
- 2) Council will consider new commercial developments outside of the Commercial Use Designation for a municipal plan amendment based on:
 - a. Type of use relative to adjacent and surrounding uses;
 - b. Size of the proposed building and/or operation relative to adjacent and surrounding uses;
 - c. Mitigation or lack thereof relative to potential land use conflicts; and
 - d. The aesthetics of the proposed development and its relationship to the existing streetscape.

Policy CD-3 Council shall improve the quality of commercial building and site design.

Proposals

- 1) Council will provide sufficient land base to new commercial operations of varying sizes to locate within the Town without detrimental impact to adjacent land uses.

- 2) Council will work with owners of Downtown properties encouraging the improvement of the quality of the buildings and site design. Specific consideration will be given to:
 - a. Scale of building relative to its surroundings;
 - b. Enhancements of views and connections to the St. Croix River;
 - c. The use of traditional building materials;
 - d. Provision of outdoor seating areas, patios, and landscaping; and
 - e. Signage.

- 3) Council will seek to create well-designed and aesthetically pleasing commercial areas and shall:
 - a. Encourage individual businesses and business development organizations to develop and maintain their commercial properties to a reasonable level of aesthetic quality;
 - b. Work with developers and property owners to provide programs and/or incentives to upgrade their building's façade or contribute to the enhancement of the streetscape; and
 - c. Council will work with Future St. Stephen, the Business Improvement Area, and senior levels of government to promote and undertake streetscape improvements and other aesthetic improvements.

Policy CD-4 Council shall promote telecommuting and home-based businesses in all residential neighbourhoods within Town limits.

Proposals

- 1) Within all Residential Zones, Council shall permit home occupations as secondary uses. Standards will require operations to maintain the appearance of traditional homes, limit parking, limit signage and limit the size of the secondary use relative to the size of the overall building.

Policy CD-4 Council shall provide areas for future commercial growth and capitalize on opportunities to provide space for commercial development that serves regional, provincial, national and international markets.

Proposals

- 1) Council may consider the expansion of existing commercial areas in accordance with the following criteria:
 - a. Council is satisfied that the proposal is required and would be beneficial;
 - b. The proposal is consistent with the intended function of the subject commercial area;
 - c. The proposal is compatible with surrounding land uses;
 - d. The impact on residential uses is minimized through the appropriate use of setbacks, landscaping and site layout;
 - e. The proposal has adequate access to collector or arterial streets or sufficient capacity to accommodate any increase in traffic;
 - f. The proposal generates minimal traffic noise and lighting impacts on existing residential neighbourhoods;
 - g. The environmental impact of the proposal is minimized;
 - h. Adequate provision for pedestrian access is provided;
 - i. Provision of adequate parking and service facilities;
 - j. necessary servicing is available; and
 - k. The needs of persons with disabilities and other special need groups are addressed.

- 2) Council will consider areas near new interchanges of NB Route 1 as areas for future commercial growth subject to Policy CD-2 and the preparation of a secondary plan.

6. INDUSTRIAL DEVELOPMENT

6.1 Preamble

Given the location of St. Stephen relative to the United States border, the Bayside Port Facility and the City of Saint John, the Town has an advantage in attracting industrial operations to locate within the town. The highway and border crossing increases the Town's potential to draw industrial operations. Council and Town Staff will need to actively work with Future St. Stephen, the Provincial and Federal Governments and officials from the United States to promote the Town as a destination for a variety of businesses. Developing a strategy to attract these operations will be a necessary first step in promoting the Town.

Industrial development has primarily occurred within the St. Stephen Business Park and areas immediately adjacent. In recent years, the business park has reached capacity and Council is actively investigating for ways to accommodate the growing industrial growth needs. Future expansion of the existing park is being considered.

Council will also encourage less intensive industrial operations but will very carefully consider any proposed locations for these operations. The location will need to be appropriate based on the type of operation and surrounding uses. It will be the responsibility of the developer to demonstrate the proposed operation will have minimal impacts on adjacent or nearby properties.

With future industrial developments and/or the expansion of the existing industrial areas of Town, there is the opportunity for Council to promote sustainable design that helps minimize the environmental impacts of industrial operations while providing economic benefits to the businesses. This is achieved through increased energy efficiency, sharing of materials and energy and recycling or reuse of materials that would be otherwise wasted. While these opportunities may not always exist, Council will need to evaluate sustainable design options when considering the appropriate site of new industrial operations in order to maximize co-generation and materials sharing opportunities. Promoting sustainability within the Town's industrial areas serves two important functions:

- 1) It reduces local, regional and global environmental impacts; and
- 2) Allows businesses to reduce or offset environmental impacts such as greenhouse gas emissions which could save them money in the future through reduced energy costs and/or if new legislation is put in place that establishes costs or restricts these emissions.

Encouraging industrial businesses to utilize renewable energy sources, design energy efficient businesses, share / reuse materials and prevent pollution creates an industrial environment that benefits both the Town and the industrial businesses.

6.2 Goal

To promote the development of industrial enterprises within the Town.

6.3 Policies and Proposals

Policy ID-1 Council shall encourage the growth of the industrial sector

Proposals

- 1) Council will prepare an Industrial Lands Functional Plan which will identify a land use framework, market trends, and operational and enterprise structure to allow for the growth of the industrial sector in a sustainable manner.

Policy ID-2 Council shall encourage the appropriate location of industrial operations within Town limits.

Proposals

- 1) Council will provide sufficient land to support the growth of the St. Stephen Business Park.
- 2) Council will establish the Industrial Designation as shown on Schedule B, the Generalized Future Land Use Map.
- 3) Within the Industrial Designation, Council will establish the Heavy Industrial Zone and the Light Industrial Zone.
- 4) The Heavy Industrial Zone will be used for intensive industrial operations located outside of the St. Stephen Business Park. Council shall not pre-zone any additional areas for Heavy Industrial and only permit new Heavy Industrial uses through the rezoning process.
- 5) When considering an application to rezone properties for additional Heavy Industrial uses, Council shall have specific regard for:
 - a. Type of use and proposed impacts (noise, smoke, fumes, vibrations, etc.);
 - b. Traffic generated;
 - c. Adjacent and nearby land uses;
 - d. Compatibility with surrounding properties;
 - e. Whether there is an appropriate property available within the St. Stephen Business Park; and
 - f. Environmental impacts.
- 6) Council will encourage the relocation of industrial uses which are incompatible with surrounding land uses and shall:
 - a. Consider incentives to assist in relocating industry where possible; and
 - b. Encourage the redevelopment of such lands for other more compatible uses.
- 7) Council will discourage the development of unserviced industrial uses in the Town. Council may consider an unserviced industrial development with rezoning process and require:
 - a. The developer to provide feasible rationale as to why the development is unsuited for the existing fully serviced industrial areas;
 - b. Environmental impacts be minimized; and
 - c. Long term compatibility with adjacent land uses can be secured.
- 8) Council will work with the Regional Service Commission and the Provincial Government to discourage industrial development in unincorporated areas outside the Town limits.

Policy ID-4 Council shall encourage sustainable or green approaches in all future industrial developments or expansions to existing industrial areas.

Proposals

- 1) Council will encourage the sustainable design of all new industrial businesses and operations within Town and any expansion to the existing industrial areas. New industrial operations will be encouraged to:
 - a. Minimize environmental impacts, such as greenhouse gas emissions, pollution of waterways and wetlands and to properly store and dispose of hazardous materials;
 - b. Maximize energy efficiency through site design, building design, building rehabilitation, recycling and reuse of materials, and to locate in areas that provide opportunities for synergies and co-generation with adjacent businesses;
 - c. Utilize renewable energy sources; and
 - d. Maximize the re-use and recycling of materials among industrial operations.

- 2) Council will seek to facilitate expansion of the St. Stephen Business Park and other Industrial areas in a way that maximizes the potential for the use of renewable energy sources, synergies, co-generation, reuse and recycling of materials amongst industrial operations.

7. COMMUNITY AND INSTITUTIONAL USES

7.1 Preamble

Areas of community use and institutional development comprise a number of Municipal, Provincial and Federal facilities along with places of worship, parks and recreational facilities throughout the Town. These facilities are vital to the health, the well-being and the ability of the Town to retain existing residents and attract new residents and visitors of all ages and physical abilities. Given a number of issues have been brought forward through public consultation, it would be beneficial for the Town to conduct a Recreation Master Plan or at least an in depth assessment of all Parks, Trails and other recreational facilities. This information would be extremely beneficial in determining the future recreation structure of the Town. Another important study would be of factors which promote age-friendly living initiatives within the Town. Council and Staff should consider this when evaluating public facilities, public programming, walkability and accessibility.

Parkland, Fields and Open Space

The Town presently features a significant number of sports fields, so many that there is concern over the costs of maintaining all of them. Some residents feel a few of these should be decommissioned so the others can benefit from increased funding. While it is important to have parks, fields and open space dispersed throughout the Town, it may be beneficial to establish a central node for the significant playing fields. The Town will need to establish a hierarchy of these fields based on use, present condition and maintenance costs. From this a determination can be made as to which should be decommissioned.

The two major public parks within the Town are the Elm Street Park and the Dover Hill Park. These trails represent an excellent opportunity to encourage activities and interaction with natural environment. The Town will likely need to secure additional funding for the revitalization of the park and begin to promote the public park as one of the recreational focal points of the Town.

The Dover Hill Park has been well maintained and provides an excellent trail network that connects to the St. Croix River and the Waterfront Walking Trail. In the future, the Town will need to enhance the facilities, amenity areas and encourage increased use of these areas with emphasis on an aging population. As the Town begins to investigate the potential for new trails and active transportation routes, it will be important to ensure not only that appropriate connections to the Waterfront Walking Trail are provided but also that opportunities are explored for the upgrade or development of trails for disabled persons.

Other small parcels of park space are dispersed throughout the Town and are typically used as children's playgrounds. While these facilities are important to recreation, the lack of use of these facilities likely indicates there are too many. The Town will need to assess these parcels and determine whether there are more appropriate uses for these areas such as dog parks or simply preserve them as available green space for any recreational activity.

Recreation Facilities

The major recreational facilities within the Town are the Garcelon Civic Centre and the Milltown Swimming Pool. The Garcelon Civic Centre is successful with providing for many different forms of activities for all age groups. This facility satisfies the recreational demands of a significant and diverse portion of the population.

Schools

The Town presently features two Elementary Schools, one Middle School and one High School. Management of these facilities are the responsibility of the Province, however, the Town has been responsible for the maintenance of all of the sports fields on the property of the High School. St. Stephens University is also an important asset to the Town. This institution provides a base for post-secondary education within the Town.

Health Care Facilities

The Town is home to County's major Hospital that provides significant benefit to its current residents and ability to draw new residents, particularly of older age groups. This facility is the responsibility of the Province and the Town will need to work with the Provincial Government to ensure the quality of this facility and health care provided is consistently reviewed and improved. There are a number of cemeteries situated within the town. Cremation services are available through a number of existing funeral homes.

Libraries

The Town's public library is presently located at the corner of Milltown Boulevard and King Street. The library used to share its building with the Tourist Bureau. This area also provides a nice amenity area which should not be abandoned if possible. There is potential to further integrate this facility and amenity area with the St. Stephen Farmers Market.

7.2 Goal

To provide the Town with quality parks and trails, recreational facilities and institutional facilities while streamlining the costs associated with maintaining them.

7.3 Policies and Proposals

Policy CU-1 Council shall provide additional land for open space and trail development where deemed necessary.

Proposals

- 1) Council will require all new subdivisions to contribute 8% of its land as Land for Public Purposes. Council will determine the specific use of this land. Council may also accept cash-in-lieu of the 8% dedication of Lands for Public Purposes.
- 2) Where a proposed subdivision directly abuts existing trails and Park space, it will be the intent of Council to acquire Lands for Public Purpose adjacent to these areas to allow for the expansion or enhancement of the trails or open space if deemed necessary.

Policy CU-2 Council shall encourage the enhancement of existing parks and trails.

Proposals

- 1) Council will work with local community groups, the Provincial and Federal Governments to explore options to enhance and promote the Elm Street Park and associated trails.
- 2) Council will pursue the completion and ongoing maintenance of improvements to waterfront development along the St. Croix River, including:
 - a. The downtown waterfront park ('chocolate park');
 - b. Extension of the waterfront park down river to the treatment plant area as part of the redevelopment of the CPR lands and extension upriver along the St. Croix as far as possible.

This must be implemented over time as properties or easements are obtained through purchase, public dedication or negotiation;

- c. The informal park area at the Milltown Bridge; and
- d. Use of the abandoned railway rights-of-way in the vicinity of the industrial park on Prince William Street. This should be tied in to the waterfront park system and provide an excellent corridor for walking, hiking, cycling, horseback riding and cross country skiing.

- 3) Council will encourage development or enhancement of appropriate parks and trails to meet the needs of persons with disabilities.

Policy CU-3: Council shall consider the decommissioning of underutilized sports fields, greens space and playgrounds to allow for the enhancement of the infrastructure.

Proposals

- 1) Council shall initiate a study of all existing facilities to determine usage and maintenance costs in an effort to determine which fields may require decommissioning and which may require enhancement.
- 2) Council shall explore opportunities for cost-sharing, and regional programming of recreational facilities with the Regional Service Commission.

Policy CU-4 Council shall provide varying opportunities for formalized seniors housing.

Proposals

- 1) Council encourages the development of additional nursing homes, other senior's accommodations and health care facilities, as required, which are designed and located to meet the needs of seniors. When receiving an application for this type of development, specific consideration must be given to:
 - a. Proximity to commercial and service establishments;
 - b. Provision for green space and recreation facilities;
 - c. Parking and landscaping; and
 - d. Impact on and compatibility with surrounding land uses.
- 2) Council encourages the development of age appropriate housing. Specifically, Council will:
 - a. Subject to the provisions of the Zoning By-law, provide for garden and in-law suites in single family neighbourhoods.

Policy CU-5 Council shall ensure quality learning environments and health care facilities.

Proposals

- 1) Council will work with the Provincial and Federal Governments to ensure the public schools and programs are properly funded, maintained and sited.
- 2) Council will work with St. Stephen University to encourage growth of the facility in manner that benefits the students, adjacent property owners and the Town.
- 3) Council will work with the Provincial and Federal Governments to ensure the Charlotte County Hospital is properly funded and maintained.
- 4) Council will ensure that all community and institutional services be permitted as conditional uses in the "Residential" or "Commercial" designations. All development applications or building permits shall be reviewed to ensure consideration is given to the following:
 - a. the provision for off-street parking in accordance with the standards contained in the zoning by-law;

Town of St. Stephen Municipal Plan By-law

- b. the provision of public access in consideration of speed limits and adequate sight distances; and
 - c. the protection of adjacent residential uses through controls on signage as well as provision for landscaping or buffering, if required.
- 5) Council will encourage the continued community use of school facilities such as gymnasiums, sports fields, auditoriums, and possibly shop and classroom facilities for adult education courses and for indoor community recreation purposes.
- 6) Council will support the provision of quality health care services for its residents. This includes hospital and ambulance services, as well as the provision for additional nursing home facilities in the future as the population ages.
- 7) Council will consider crematoria through appropriate provisions in the Zoning By-law

8. FUTURE DEVELOPMENT AREAS

8.1 Preamble

There are a number of unserved properties presently within Town limits and in areas adjacent to the new highway. These lands are considered to be areas for future development, in other words, the Town's Land Bank. It will be important that development not occur on these lands that inhibits the future growth of the Town. This will be increasingly important when the Town looks at annexing additional lands adjacent to the new highway. These areas could face development pressure and Council will need to ensure these properties are developed in an efficient and cost-effective manner.

8.2 Goal

To prevent the inefficient and unplanned development of unserved lands within Town limits.

8.3 Policies and Proposals

Policy FD-1 Council shall preserve any land annexed until it can be assessed for its appropriate use.

Proposal

- 1) Council will automatically zone lands acquired through annexation as Future Development unless there is an already intended zone for the specific properties(s) as determined by Council.

Policy FD-2 Council shall appropriately plan for infrastructure improvements and municipal service extensions to the FD (Future Development Areas) Zone in an efficient and cost-effective manner.

Proposals

- 1) Council will direct the future development of properties under the FD (Future Development Areas) Zone through a systematic and planned system of service extensions.
- 2) Council, prior to development of any FD areas, shall require the preparation of secondary plans, detailing land use and infrastructure installations.

9. NATURAL ENVIRONMENT

9.1 Preamble

In New Brunswick, environmental regulations are the responsibility of the Province and pertain to development-related issues such as setbacks from wetlands and watercourses. While environmental protection is within the Province's legislative realm, Municipal Plan policies are provided that include initiatives such as designating land to protect the natural environment and to enable regulations for climate change adaptation. These policies will also address flood risk mitigation strategies.

9.2 Goal

To protect and enhance the natural environment and to encourage development that employs measures to minimize impacts on the natural environment.

9.3 Policies and Proposals

Policy NE-1 Council shall protect areas of significant scenic, environmental and wildlife habitat value.

Proposals

- 1) Council will establish an OS (Open Space and Park) Zone to protect:
 - a. areas along watercourses;
 - b. areas with flooding risk;
 - c. areas with significant development constraints;
 - d. areas with significant natural habitat;
 - e. other areas of open space value; and
 - f. wetlands.
- 2) Council will endeavor to ensure that land uses within and abutting lands designated Open Space and Park and other environmentally sensitive areas are compatible with and have minimal impacts on the natural environment.
- 3) Council will protect the water quality of local streams, rivers and significant wetlands by ensuring that all necessary Provincial approvals, including setback regulations from water courses and significant wetlands, have been obtained prior to the issuance of a building permit for development projects.
- 4) When the Town acquires land through the subdivision process or through negotiation, it shall be the intention of Council to give a priority to the following:
 - a. acquiring land adjacent to any watercourses;
 - b. acquiring land adjacent to any floodplain, or natural wetland;
 - c. acquiring land that contains any environmentally sensitive features.
- 5) Council will encourage, partner with and support the work of the St. Croix International Waterway Commission and St. Croix Estuary Project (SCEP) whenever possible.

Policy NE-2 Council shall encourage development that incorporates sound environmental protection principles.

Proposals

- 1) Council will actively participate and promote energy conservation efforts, including renewable energy mechanisms within the community such as, but not limited to, wind power, solar panels, geothermal power as well as building design and orientation.
- 2) Council will continue to monitor the impact of climate change and, where necessary, introduce new standards and operational approaches to reduce potential climate change impacts.
- 3) Council will prepare a climate change vulnerability assessment and adaptation plan to inform their mitigative and adaptation measures.
- 4) Council will prepare a flood risk mitigation strategy.
- 5) Council will endeavor to protect the quality of the Town's ground water supply. Specifically, Council shall:
 - a. Implement measures to protect the Town's water supply;
 - b. Seek to limit unserviced development;
 - c. Encourage the Provincial government to enforce rigorous standards to protect ground water.
- 6) Council will give consideration to tree retention along with tree planting and landscaping in the approval of new developments.
- 7) Council will prepare an Urban Forest Plan which will be used to inventory existing trees and shrubs in the public domain and will establish a comprehensive maintenance program.

Policy NE-3 Council shall encourage the development of existing Brownfields within the Town limits.

Proposals

- 1) Council will encourage and work with the Provincial and Federal Government to develop new standards and legislation that promote the development of contaminated properties (brownfields).
- 2) Council will work with the Provincial and Federal Governments and appropriate funding agencies to identify more opportunities for redevelopment of existing brownfield sites in the Town.

10. REVITALIZATION OF THE DOWNTOWN

10.1 Preamble

The southern portion of King Street and western portion of Milltown Boulevard have traditionally been the commercial centre of St. Stephen and are acknowledged to be the Downtown of the community. The traditional congestion of these streets has been significantly reduced with the development of the new border crossing and realignment of Route 1. This has provided an opportunity to revitalize this important area of town by attracting new businesses, residents and development to the downtown.

10.2 Goal

To enhance the appearance of and promote the revitalization of the Downtown.

10.3 Objectives and Policies

Policy DT-1 Council shall proactively pursue initiatives and projects to improve the Downtown Streetscape.

Proposals

- 1) Council will develop plans for the functional aesthetic improvements to the Downtown. Specific initiatives that will be explored include:
 - a. widening of sidewalks;
 - b. development and requirements for active transportation facilities;
 - c. enhancements to activate the public realm such as, but not limited to, the addition of benches, outdoor patio spaces, and parklets;
 - d. improving connections to the waterfront;
 - e. burying of power lines;
 - f. encouraging façade improvements;
 - g. lighting; and
 - h. interactive public art.
- 2) When assessing improvements to the Downtown Streetscape, Council will encourage the creation of vibrant places that will draw additional residents, visitors and businesses to these areas.

Policy DT-2 Council shall encourage the improved design of existing and new developments in the Downtown Commercial Area.

Proposals

- 1) Council will seek ways to create monetary incentives who undertake improvements to the façade and/or design of their existing buildings and overall sites in the Downtown
- 2) Council will implement measures in the Zoning By-law for the Downtown that will:
 - a. apply setbacks to maintain a continuous street wall; and
 - b. promote mixed use developments.

Policy DT-3 Council shall preserve the heritage components of King Street.

Proposal

- 1) The area lying along the west side of King Street from McColl Street to Queen Street has a concentration of older stately homes. In this area, Council will permit these residences to be converted to commercial or office use provided that the following conditions are met:
 - a. the exterior appearance is maintained as residential;
 - b. signage is restricted to small, wall-mounted or ground signage in keeping with the character of the property; and
 - c. all off-street parking is provided at the rear of the building.

11. TRANSPORTATION

11.1 Preamble

The Town's main focus from a transportation perspective is its roadway and sidewalk network, which are maintained through an ongoing maintenance program. The realignment of NB Route 1 has enabled large volumes of traffic to flow around the town and thereby reducing the impact on town streets. Access to the Town's roadway network is provided at interchanges located at Church Street and Route 3, leading to an increased role for these streets.

In addition to maintaining routes for vehicle traffic, sidewalks and trails are also provided and maintained by the Town to accommodate non-motorized transportation such as pedestrian and cycling use. Opportunities exist for increased accommodation of active transportation within the Town. The feasibility of a coastal trail which would connect the East Coast Trail in Maine with the Great Canadian Trail in Saint John has been evaluated and is being considered at a regional level. A portion of the trail system already exists within the Town and forms an important linkage, should the Coastal Trail be developed in the future. Regardless, the existing trail network within the Town is important in the consideration of active transportation initiatives.

In addition to roadway transport, the Town is responsible for the administration of the Giddens Municipal Airport located outside the Town, which serves government and private users. If an opportunity arises, the Town may explore the sale of the airport infrastructure. With increased air traffic in the area and larger aircraft using the facility, the Council may consider annexation of the lands around the airport to continue to maintain a level of control over expansion and use. The Town also has access to marine and rail modes of transport with access through the Bayside Port located north of St. Andrews and rail service provided by New Brunswick Southern Railway with a branch line from McAdam. Access to these transportation modes can be an advantage in attracting and growing businesses in the area.

11.2 Goal

To provide and maintain a roadway transportation network to support pedestrian, vehicular and non-motorized traffic and to work to promote and retain air, rail and marine transportation services serving St. Stephen.

11.3 Policies and Proposals

Policy T-1 Council shall maintain and expand the Town's transportation network to accommodate motorized and non-motorized users.

Proposals

- 1) Council will maintain the Town's roadway, sidewalk and trail network.
- 2) Council will require that adequate parking be provided in conjunction with new developments.
- 3) Council will work with the downtown business community in providing parking in the downtown core
- 4) When undertaking roadway reconstruction or resurfacing projects under the Town's capital works program, Council will consider and provide active transportation infrastructure.

Policy T-2 Council shall endeavor to maximize the benefits that the St. Stephen Municipal Airport provides.

Proposals

- 1) Council will maintain and upgrade the airport as required.
- 2) Council will promote the airport as a strategic consideration in attracting business to the Town and Charlotte County.
- 3) Given the regional nature of the airport, Council will communicate with surrounding municipalities regarding the importance of the airport.
- 4) If beneficial, Council may explore the sale of the Airport for economic purposes.

Policy T-3 Council shall maintain and promote marine and rail transportation.

Proposals

- 1) Council will work with the Port of Bayside to promote marine transport to serve the region.
- 2) Council will work with the New Brunswick Southern Railway in the provision of rail service to industries and businesses within the Town.

12. MUNICIPAL INFRASTRUCTURE

12.1 Preamble

The Town is responsible for water supply and distribution, sanitary sewer collection and treatment, and stormwater management and. These services are important in maintaining the quality of life within the Town.

12.2 Goal

To maintain and extend the Town's infrastructure to support existing development and future growth.

12.3 Policies and Proposals

Policy I-1 Council shall maintain and extend the Town's infrastructure system to accommodate existing development and to support new development.

Proposals

- 1) Council will continue upgrading the Town's water system with a focus on replacing older sections of water main that are prone to breaks and smaller diameter sections of water main.
- 2) Council will continue upgrading the Town's sanitary sewer collection systems with the focus being the separation of combined sewers that handle both sanitary sewage and stormwater.
- 3) Council will continue to work through its Town Engineers and its Public Works Department to implement and revise its Five Year Program for street upgrading and to ensure that it is coordinated with the water and sewer system upgrading.
- 4) Council will permit such utility uses where required provided adequate provision has been made to make the use compatible with, or screened from, adjacent uses. Some uses which have related office, storage or warehousing operations should be considered under the commercial or industrial zoning considered most appropriate for the particular use.
- 5) Council will liaise with officials of NB Power and telecommunication companies regarding the provision of power, telephone and wireless technology services to the Town.
- 6) Council will consider and explore non-intrusive means to facilitate the installation of communication towers.
- 7) Council will establish a utility zone to accommodate public and private utility operations and railway trackage and spur lines.
- 8) Council will prepare an asset management program which will inventory all existing assets, allow for the integration of new assets and enable effective and efficient means to maintain all public assets

13. PROTECTIVE SERVICES

13.1 Preamble

The Town is responsible for fire protection and policing within St. Stephen. The Fire Department provides fire protection and associated services for the Town. Policing services are provided through a contract with the RCMP.

13.2 Goal

To provide fire protection and police services to protect life and property within the Town.

13.3 Policies and Proposals

Policy PS-1 Council shall provide fire protection and policing service to Town residents and businessés.

Proposals

- 1) Council shall ensure the Town's transportation network provides safe and efficient access between the fire station location and points within the Town.
- 2) Council shall continue to liaise with the Province and RCMP to ensure the Town's needs with respect to policing services are being met

14. CULTURE AND HERITAGE

14.1 Preamble

Culture and heritage are key elements that add to the sense of community and quality of life within a municipality. With the national shift in demographics to an older and more diverse population, increased importance is being placed on culture and heritage as factors that influence the choice of community people live in. Given this, preserving and enhancing heritage buildings and structures within a municipality and developing cultural resources are important factors in developing sustainable communities.

14.2 Goal

To protect St. Stephen's architectural and built heritage and foster cultural development.

14.3 Policies and Proposals

Policy CH-1 Council shall promote and preserve the architectural heritage of St. Stephen.

Proposals

- 1) Council will encourage the maintenance and preservation of architecturally and historically significant buildings.
- 2) Council will promote the re-use of historical buildings within the Town.
- 3) Council will explore the feasibility of developing Heritage Preservation Guidelines.

Policy CH-2 Council shall promote cultural development within St. Stephen.

Proposal

- 1) Council will foster and support the growth and diversity of cultural activities within St Stephen.

15. PLANNING ADMINISTRATION AND IMPLEMENTATION

15.1 Preamble

In accordance with the Community Planning Act, the adoption of this Municipal Plan does not commit Council to undertake any of the projects or actions contained herein. However, Council cannot take any action which would, in any manner, be in conflict with the Municipal Plan.

This Municipal Development Plan shall be implemented by means of powers conferred upon Council by the Community Planning Act, the Municipalities Act and such other applicable provincial statutes. It shall also be the intention of Council to monitor the implementation of the plan and conduct a Plan Review at least every ten years to assess the need for amendments to the Municipal Plan and associated development

15.2 Goal

To ensure that all future development is carried out within the general intent of the policies of the Municipal Plan.

15.3 Policies and Proposals

Policy PA-1 Council shall direct staff to effectively implement this plan in a consistent and ongoing basis under the general direction of Town Council.

Proposals

- 1) Council shall implement this Municipal Plan through its powers in accordance with authority conferred upon Council by the Community Planning Act, the Local Governance Act and other applicable provincial statutes.
- 2) Council will require amendments to the policies and proposals of this Plan or to the Generalized Future Land Use Map under the following circumstances:
 - a. where any policy is to be changed; or
 - b. where there is a request for an amendment to the zoning bylaw which is not permitted by this Plan and subsequent studies show that the policies of the Plan should be amended.
- 3) More specifically, Council may consider undertaking a review to determine if the land use designations are still appropriate, in the following instances:
 - a. where central municipal sewer and water services or roadways are extended to service lands not formerly served; or
 - b. where Council has determined that there is valid reason to consider change based on special studies and /or reports completed.
- 4) In accordance with Section 27 of the Community Planning Act, this Plan may be reviewed when the Minister or Council deems it necessary, and in any case, not later than ten years from the date of its coming into force or from the date of its last review.
- 5) Council will consider the location of proposed roads on the Generalized Future Land Use Map as approximate and for conceptual purposes to assist with guiding new development. Adjustments to the location of these roads shall not require a Plan amendment.

- 6) Council shall review the Zoning By-Law to ensure compliance with this Municipal Development Plan. Furthermore, Council shall consider reviewing, from time to time, the following documents:
 - a. the building by-law;
 - b. the zoning by-law;
 - c. the subdivision by-law; and
 - d. the municipal and servicing standards.
- 7) Council shall ensure that all amendments to the Zoning By-Law are in compliance with this Municipal Plan.
- 8) In considering applications that go before Council or the Planning Advisory Committee for amendments to the zoning by-law, subdivision approval, variance, and/or the imposition of terms and conditions, Council and/or the Committee, in addition to all other criteria as set out in the various policies of this Plan, shall have appropriate regard for the following applicable matters:
 - a. that the proposal is in conformity with the intent of this Plan and with the requirements of all other municipal by-laws and regulations;
 - b. that the proposal is not premature or inappropriate by reason of:
 - i. the financial capability of the Town to absorb any costs relating to the development;
 - ii. the adequacy of central or on-site sewerage and water supply services; storm drainage measures;
 - iii. the adequacy or proximity of school, recreation or other community facilities;
 - iv. the adequacy of road networks leading to, adjacent to or within the development.
 - c. that controls are placed on the proposed development where necessary, so as to reduce conflict with any adjacent or nearby land uses by reason of:
 - v. the type of use;
 - vi. the height, bulk and lot coverage of any proposed building;
 - vii. traffic generation, access to and from the site and parking;
 - viii. open storage;
 - ix. signs; and
 - x. any other relevant matter of planning concern.
 - d. that the proposed site is suitable in terms of steepness of grades, soil and geological conditions, location of watercourses, marshes or bogs and susceptibility of flooding as well as any other pertinent matter of environmental concern.
 - e. that the proposal meets all necessary consideration in respect of public health and safety and that the site design meets all fire protection and access considerations.
- 9) It is not intended that all lands shall be pre-zoned for specific uses. Rather, in order to give Council a greater degree of control, the Plan provides that certain land uses shall be considered only as amendments to the zoning by-law or in certain instances pursuant to the imposition of terms and conditions. Such amendments and the imposition of terms and conditions shall only be considered if they meet the policies found within this Plan.

Policy PA-3 Council shall ensure that the planning process is an open and consultative process providing public awareness and participation.

Proposals

- 1) In recognition of continued public involvement in the process of change in the community, it shall be the intention of Town Council to establish public notification requirements in respect to proposed amendments to this Plan and/or the Zoning Bylaw beyond those dictated in the Community Planning Act, as well as the various approval processes for which the Planning Advisory Committee is responsible.

Policy PA-4 Council shall use this Municipal Plan for guidance in its capital budgeting in accordance with the requirements of the *Community Planning Act*.

Proposals

- 1) Council shall ensure that the five-year capital budgeting program and all major public works and capital expenditures are determined in consultation with the Municipal Plan.

- 2) Council may append a five-year capital budget for the physical development of the municipality to this Plan as Schedule "B".

16. REPEAL AND TRANSITION

By-Law No. M-1, Town of St. Stephen Municipal Plan By-Law, enacted on May 16, 2011 and all amendments are hereby repealed.

The repeal of By-Law No. M-1, Town of St. Stephen Municipal Plan By-Law, shall not affect any penalty, forfeiture or liability, incurred before such repeal or any proceedings for enforcing the same completed or are pending at the time of repeal; nor shall it repeal, defeat, disturb, invalidate or prejudicially affect any matter or thing whatsoever completed, existing, or pending at the time of repeal.

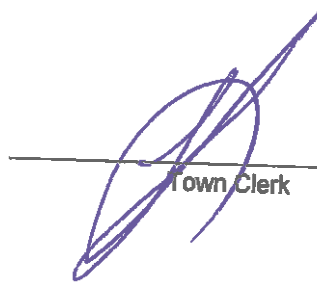
READ FIRST TIME: *Sept. 28, 2020*

READ SECOND TIME: *Sept. 28, 2020*

READ THIRD TIME AND ENACTED: *Oct 26, 2020*




Mayor



Town Clerk

APPROVED
Pursuant to the
Community Planning Act

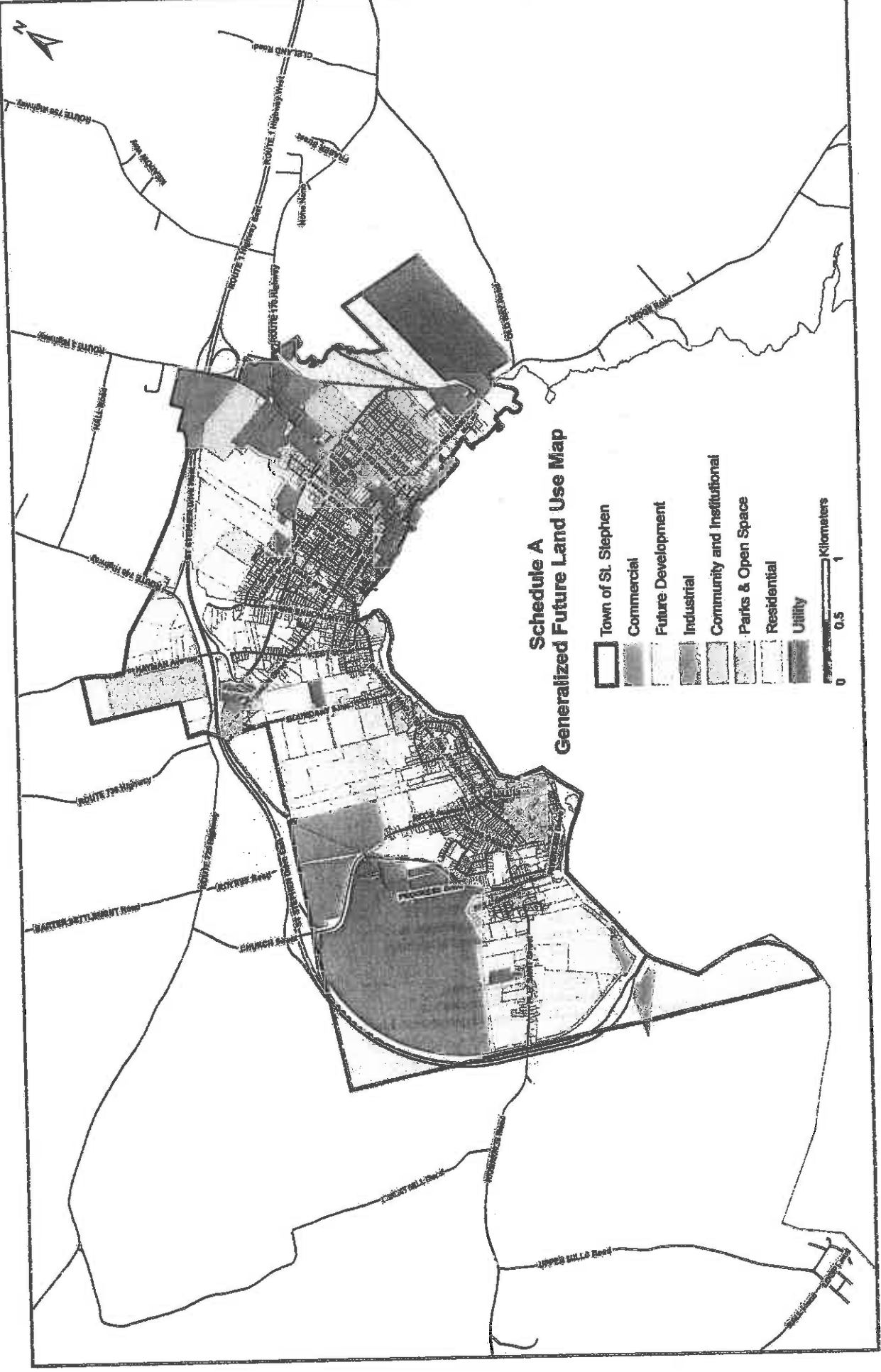
APPROUVÉ
En application de la
loi sur l'aménagement



For - Minister / pour le/la Ministre
Local Government and Governance Reform
Gouvernements Locaux et de la Réforme de la gouvernance locale

December 17, 2020

Date



**Schedule A
Generalized Future Land Use Map**

	Town of St. Stephen
	Commercial
	Future Development
	Industrial
	Community and Institutional
	Parks & Open Space
	Residential
	Utility

0 0.5 1 Kilometers

SCHEDULE B – FIVE YEAR CAPITAL BUDGET

In addition to controlling private development, Council may undertake programs of its own to encourage development in certain areas, improve or protect the environment, or to provide a greater range of social, recreational, or cultural facilities. It is the purpose of this Plan as outlined in policy to aid in the establishment of such programs. It is the intent of Council to incorporate policies and provisions of this Plan into the Capital Budget and the Five Year Capital Plan to the greatest extent possible as a means of eventual integration of planning, capital programming and budgeting.

As required by section 24(6) of the Community Planning Act, Council establishes a five-year capital budget for the Town of St. Stephen. This budget provides a snapshot of projected expenses based on what we know today, it is intended to be revised on an annual basis.

Five Year Capital Budget – Town of St. Stephen

Year 2021 (Year 1)	
Item	Estimated Amount (includes potential grants and other funding sources).
Engineering and Public Works: - See Water and Sewer	
Transportation: - No additional planned capital projects	
Water and Sewer - West Street Utility Renewal - remaining 2020 work (Gas Tax) \$ 40,000 - Union Street Combined Sewer Separation & Utility Renewal (ICIP Funded, Town contribution is 6.67% of total) \$1,780,000	
Recreational Services - No additional planned capital projects	
Buildings - No additional planned capital projects	
Protective Services - No additional planned capital projects	
Project - No additional planned capital projects.	

Total	\$1,820,000
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Year 2022 (Year 2)	
Item	Estimated Amount (includes potential grants and other funding sources).
Engineering and Public Works: - See Water and Sewer	
Transportation - No additional planned capital projects	
Water and Sewer - King Street Wastewater Pumping Station Replacement (Gas Tax)	\$380,000
Recreational Services - No additional planned capital projects	
Buildings - No additional planned capital projects	
Protective Services - No additional planned capital projects	
Project - No additional planned capital projects.	
Total	\$380,000

Year 2023 (Year 3)	
Item	Estimated Amount (includes potential grants and other funding sources).
Engineering and Public Works: - See Water and Sewer	
Transportation - No additional planned capital projects	
Water and Sewer - Utility and Street Renewal (Gas Tax)	\$278,876
Recreational Services - No additional planned capital projects	
Buildings - No additional planned capital projects	
Protective Services - No additional planned capital projects	
Project - No additional planned capital projects.	
Total	\$278,876

Year 2024 (Year 4)	
Item	Estimated Amount (includes potential grants and other funding sources).
Engineering and Public Works - No additional planned capital projects	
Transportation - No additional planned capital projects	
Water and Sewer	

- No additional planned capital projects	
Recreational Services - No additional planned capital projects	
Buildings - No additional planned capital projects	
Protective Services - No additional planned capital projects	
Project - No additional planned capital projects.	
Total	

Year 2025 (Year 5)	
Item	Estimated Amount (includes potential grants and other funding sources).
Engineering and Public Works: - No additional planned capital projects	
Transportation - No additional planned capital projects	
Water and Sewer - No additional planned capital projects	
Recreational Services - No additional planned capital projects	
Buildings - No additional planned capital projects	
Protective Services - No additional planned capital projects	
Project - No additional planned capital projects.	