



COUNCIL REQUEST FOR DECISION

MEETING DATE: March 24, 2025

SUBMITTED BY: A. Renneberg, Senior Planner

PREPARED BY: A. Renneberg, Senior Planner

REPORT TITLE: Amendment to Land Development Policy 61.00:28

EXECUTIVE SUMMARY

To align with recent fee increases approved by Council on December 2, 2024, Land Development Policy 61.00:28 must be updated to adjust the fee for a Development Agreement.

RECOMMENDATION

That Land Development Policy 61.00:28 be amended by:

1. In Section 7.1, replacing the wording "\$5,000.00" with "a fee in accordance with the City's Fees Bylaw;" and
2. In Article 17.2 of the Template for Development Agreements, replacing the wording "of \$5,000.00" with "in accordance with the City's Fees Bylaw."

COUNCIL HISTORY

On March 15, 2021, Council adopted Land Development Policy 61.00:28 which included a series of changes to key land development documents and processes, including updated security requirements and options as well as comprehensive updates to general terms within a Development Agreement. The policy was subsequently amended on November 22, 2021 to update terms related to acceptance of development bonds as a form of security and to remove reference to the Recreation Contribution Policy 61.00:25.

BACKGROUND / RATIONALE

Council approved updates to the City's fees through adoption of Bylaw No. 1176-2024, the Fees Bylaw, on December 2, 2024. With approval of this bylaw, the fee for a Development Agreement increased from \$5,000.00 to \$5,500.00, effective January 1, 2025.

As the Land Development Policy includes reference to a specific fee value related to producing a Development Agreement, this must be updated to align with the updated fees. In an effort to avoid future amendments to this policy for the same purpose, wording is proposed which references the Fees Bylaw in effect to establish the fee rather than stating a specific value in the policy going forward. This fee is referenced in two sections of the policy and so two amendments are proposed.

STRATEGIC / RELEVANT PLANS ALIGNMENT

City of Leduc Fees Bylaw No. 1176-2024.

ORGANIZATIONAL IMPLICATIONS

ADMINISTRATION:

Since the coming into force of the current Fees Bylaw on January 1, 2025, Administration has been upfront with land developers about the fee increase, ensuring collection of the correct amount and manually adjusting the

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terms of the Development Agreement, specifically Article 17.2, prior to signing. With the recommended amendment to the policy, Administration will no longer have to make manual updates to the fee charged.

RISK ANALYSIS: FINANCIAL / LEGAL:

Based on inconsistencies between the Land Development Policy and the Fees Bylaw, if the amendment to the policy is not approved as presented there could be confusion as to which fee takes precedence for a Development Agreement, with the potential for incorrect revenue collection.

IMPLEMENTATION / COMMUNICATIONS:

Updates to the City's Fees Bylaw approved in December 2024 will continue to be communicated directly to land developers as needed. Arrangements to have Revision 2 to Land Development Policy 61.00:28 posted to the City of Leduc website will be made by the Planning & Economic Development department.

ALTERNATIVES:

1. That Council further amend Land Development Policy 61.00:28.

ATTACHMENTS

1. Revision 1, Land Development Policy 61.00:28 (Nov. 2021)
2. Revision 2, Land Development Policy 61.00:28 (Mar. 2025)