

Hamlet Area Structure Plan Incentive Program

Planning and Development Services
Policy M17

Policy:	M17 – Hamlet Area Structure Plan Incentive Program
Policy Department(s):	Planning and Development Services
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Policy Purpose

The purpose of this policy is to support development in rural hamlets by incentivizing the creation of Area Structure Plans.

Policy Statement

This policy establishes a program to incentivize the creation of Area Structure Plans in hamlets that are not currently covered by an Area Structure Plan and where the County of Grande Prairie is strategically incentivizing development, as per the *Hamlet Resiliency Strategy* (2024) and other strategic documents.

Definitions

“Adopted” means an Area Structure Plan approved as a Bylaw by Council.

“Area Structure Plan (ASP)” means a Statutory Plan that is adopted by Council which provides a framework for the development of lands for commercial, industrial and residential purposes. Area Structure Plans also ensure that development is conducted in a manner that is consistent with the goals, objectives and policies of the County. They are prepared in accordance with the Municipal Government Act, Subdivision and Development Regulation and the County's Municipal Development Plan.

“Council” means the duly elected Council members of the County of Grande Prairie No. 1.

“County” means the municipality of the County of Grande Prairie No. 1 having jurisdiction under the Municipal Government Act and other applicable legislation.

“Eligible Hamlet” means the Hamlet of Bezanson, Dimsdale, Elmworth, Hythe, La Glace, Teepee Creek, or Valhalla Centre.

“Final Cost” means the total amount of eligible costs paid for completion of a qualifying Area Structure Plan.

“Program” means the Hamlet Area Structure Plan Incentive Program contained in this policy.

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“Qualifying” means a completed Area Structure Plan for one or more properties in an eligible Hamlet that is consistent with the goals, objectives and policies of the County but has not been approved by Council.

“Quote” means a cost estimate or invoice for completion of an Area Structure Plan and supporting documents.

Policy Guidelines

1. The County will support the creation of Area Structure Plans in eligible hamlets through a waiver of application fees and grant funding.
2. County Administration can close the program to new applications at any time.
3. Qualifying ASPs will be funded on a first-come, first-served basis.

Waiver of Fees

4. The application fees, as specified in the Schedule of Fees, Rates and Charges Bylaw, shall be waived for a qualifying ASP.

Grant Funding

5. The total amount of funding to be awarded for a qualifying ASP shall be up to 25% of the final cost or quoted cost (whichever is lesser), to a maximum of \$30,000.

Eligibility

6. The following requirements must be met by the applicant to be eligible for the waiver of fees and grant:
 - 6.1. The proposed ASP must be for an area located in one of the following hamlets: Bezanson, Dimsdale, Elmworth, Hythe, La Glace, Teepee Creek, or Valhalla Centre.
 - 6.2. The applicant has entered into a funding agreement with the County.

Procedures

7. County administration shall administer and render decisions on the program, as per Procedure M17 – Hamlet Area Structure Plan Incentive Program.

Other

8. Entering into a funding agreement with the County for this program does not guarantee that an ASP will be adopted by the County and the County shall not be held liable for an ASP that is not adopted.
9. Submitting an application does not commit the County to enter into an agreement to pay any costs incurred in its preparation, to participate in subsequent negotiations or to enter an

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agreement for the project. Further, the acceptance of an application does not constitute an agreement by the County to enter into any agreement.

Attachments

N/A

References

Legal Authorities	Municipal Government Act, RSA 2000, c M-26
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development Municipal Development Plan Bylaw Hamlet Resiliency Strategy
Other	Procedure M17 – Hamlet Area Structure Plan Incentive Program

Revision History

Review Date	Description
May 4, 2026	Reviewed and Presented for Information
January 27, 2025	Adoption Date CM20250127.010