



2023

**Planning and Design
Annual
REPORT**

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Message from the Planning and Design Department

The Planning and Design department is pleased to present the department's second Annual Report. This report highlights the work of the department and also provides a summary of the growth and development experienced in Lethbridge during recent years with a focus on 2023.

Growth and development happen in both older neighbourhoods and green field areas. Planning policies guide the decisions that are made and bylaw regulations, infrastructure standards and Provincial legislation ensure what is developed and constructed functions appropriately, provides an aesthetic enhancement and serves the public well.

In the Planning area, the most notable recent accomplishment was the **completion of the Municipal Development Plan (MDP) which was approved by City Council in June 2021**. The MDP is a city-wide document outlining the City's priorities for the future to create a livable and economically prosperous city. This document presents a long term vision that reflects the history, values and needs of this place called Sikoohkotok. The MDP provides direction and implementation actions for administration to achieve desired outcomes. The Planning and Design department worked closely with external agencies and stakeholders and every department in the organization to ensure the MDP is actionable and can be reported on for years to come. Contained within this Annual Report is an accounting of the second year implementation actions of City departments. One of the tools used to implement the policies in the MDP is the Land Use Bylaw , which recently began a comprehensive renewal in 2023. **During 2023 Planning staff began work on phase one of the Land Use Bylaw Renewal Project** (part of a four phase project). The purpose of the Land Use Bylaw Renewal Project is to align with the new policy directions in the MDP, as well as align with Council direction given regarding social uses and the Municipal Housing Strategy, as well as to respond to issues identified by Administration, development industry, and citizens.

When Plans (and infrastructure) are in place, this allows for development to occur. Working at the parcel scale, the Development team ensures compatibility with adjacent lots by implementing the requirements of the Land Use Bylaw through the issuance of development permits, compliance and Land Use Bylaw enforcement. **Last year the Development team issued 752 development permits for a variety of types of development, and issued 588 compliance letters.**

All this previous work leads to the actual construction of buildings and their component parts. The Building & Inspection Services area works to ensure that these buildings are constructed safely to proper Provincial & National codes, through issuing permits, and following up with inspections on site. **Last year the issuance of building permits resulted in 6182 building & sub-trade permits for construction that added a value of \$354,008,304 in construction value into the community.**

As we move forward, we will continue to collaborate with internal and external stakeholders as well as the public to ensure that growth and development in Lethbridge is in alignment with the MDP and the needs of the community. We are excited to play a key role in the growth and development of Lethbridge this upcoming year and work towards a livable and prosperous city for all residents.

Recent Growth and Development

Future Greenfield Development Opportunities

2,141 hectares of greenfield land without an Outline Plan (2023)



Land Use Bylaw Amendments

12 LUB amendments (text amendments and rezonings) brought to City Council (2023)



Development Approvals

752 Development Permits Approved
588 Compliance letters Issued (2023)



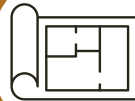
Long Range Planning

Six long range planning documents approved by City Council (2017- 2023)



Subdivision

32 new lots created
30 new condo units created (2023)



Building & Inspections

194 new dwelling units approved
108 commercial building permits issued
56 industrial building permits issued
\$354,008,304 in construction value (2023)

Municipal Benchmarking

The Planning and Design department works hard to ensure the orderly growth and development of our city in the most efficient manner possible. Every development project in the City works through a number of steps from raw land to realizing the construction of a building. While these steps do take time to ensure the project is built to industry leading standards, our staff understand the time and cost of regulatory review at each step and work to ensure approval at each stage is as timely as possible while ensuring the highest quality standards are met.

A 2022 Municipal Benchmarking Study from the Canadian Home Builders Association ranked the average development approval time for municipalities accross Canada. The report compared the average approval time of a development project from a complete application being received to a development permit being issued, and the timelines include: statutory plan amendments, Land Use Bylaw amendments, site plan approval, subdivision approvals and development permit approvals. While the report does not include Lethbridge in the comparison, Planning and Design staff compared our average approval timelines in 2023 to the other municipalities in the Report using our combined approval time for: Statutory plan amendments, LUB amendments, subdivision approvals, and development approvals. **When average approval time in Lethbridge in 2023 is compared to the average timelines of other municipalities in the 2022 Report, Lethbridge would rank 6th overall as seen below:**

MUNICIPALITY	AVERAGE APPROVAL TIME (in months)	RANK
Charlottetown	3	1
Saskatoon	4	2
Regina	4	3
Winnipeg	5	4
Calgary	5	5
Lethbridge	6	6
Edmonton	7	7
St. John's	9	8
London, ON	10	9
Ottawa	13	10
Brampton	13	11
Surrey	14	12
Oakville	14	13
Vancouver	15	14
Pickering	19	15
Bradford	20	16
Halifax	21	17
Burnaby	21	18
Hamilton	23	19
Markham	23	20
Toronto	32	21

NOTE: approval times for all municipalities are from 2022, however Lethbridge approval time is from 2023.

Community Planning



Overview

Planning works at both a high-level scale dealing with regional and city-wide plans and on the opposite end of the scale with neighbourhood-specific plans. This type of planning work focuses on developing policies to achieve community outcomes and involves collaboration with residents, adjacent municipalities and First Nations, external agencies and stakeholder bodies. City Council is responsible for the adoption of these plans which include the Municipal Development Plan, Area Structure Plans, Area Redevelopment Plans, Outline Plans, and the Land Use Bylaw and amendments to it.



Greenfield Development Opportunities and Long Range Planning

Plan Overview

Lethbridge is located in the South Saskatchewan Watershed, governed by the South Saskatchewan Regional Plan (SSRP). This plan is the guiding regional vision for how land is to be used in this area, and focuses on the environment, the economy, and community and social development. The SSRP includes a number of statutorily binding objectives categorized around 8 outcome areas focused on the economy, air, biodiversity & ecosystems, water, efficient use of land, outdoor recreation and historic resources, aboriginal peoples, and community development.

Land Use Framework	Provincial Vision
Alberta Land Stewardship Act	Provincial Tool
Municipal Government Act	Provincial Tool
South Saskatchewan Regional Plan	Regional Vision
Intermunicipal Collaboration Framework/ Intermunicipal Development Plan	Sub-Regional Vision
Municipal Development Plan	City Vision
Area Structure Plan & Area Redevelopment Plan	City Vision
Land Use Bylaw, Outline Plan, Master Plan, Guideline	City Tool

The first level in the planning hierarchy where the City is involved is at the intermunicipal level. Due to the interrelatedness of adjacent municipalities and the collective impact of decisions the Municipal Government Act requires that all municipalities that share a border have 2 sub-regional plans in place: 1) an Intermunicipal Collaboration Framework (ICF) to coordinate shared servicing, and 2) an Intermunicipal Development Plan (IDP) to guide land use decisions in each municipality.

Within the City, the highest level statutory plan is the Municipal Development Plan (MDP). This Plan was recently adopted in June 2021. The Municipal Development Plan sets the direction for managing growth, urban form, infrastructure, environment, and social initiatives in the City. This is achieved through measurable policies in areas such as the local economy, arts and culture and heritage, community wellbeing, housing, places, transportation, utilities & servicing, environment, and relationships. The Municipal Development Plan governs the entire area of the City, and is the foundation for all other neighbourhood level plans.

Under the direction of the Municipal Development Plan, neighbourhoods are planned using one of 2 methods: an Area Structure Plan (ASP) for new (greenfield) neighbourhoods, or an Area Redevelopment Plan (ARP) for older and more mature neighbourhoods. Area Redevelopment Plans establish policies to encourage new development and enhance existing features, establishes a plan for infrastructure improvements and any changes to land use districts. Area Structure Plans establish the general land use and sequencing of development, general location of major transportation routes and public utilities, provides a target for population density, and provides a framework for subdivision and development in new greenfield areas.

All of the City's statutory plans up to this point provide a vision for an area. However Outline Plans and the Land Use Bylaw (as well as master plans) are the tools used to implement the vision in the higher municipally created plans.

An Outline Plan (OP) can be created to provide further detail & direction under an Area Structure Plan. Outline Plans provide more detail than an Area Structure Plan and can include block patterns, detailed road design, detailed land use, underground infrastructure design, and greenspace connectivity. The Outline Plan can identify the land uses, but the land use does not change until the land has been rezoned through a Land Use Bylaw amendment.





Statutory Plans

A number of long-range planning documents have been completed over the last 6 years to guide both infill and green field development, such as Area Redevelopment Plans (ARPs) and Outline Plans (OP). These plans are in alignment with the MDP. Planned growth must also consider market and community needs as well as development best practices. Some of these plans are authored by Planning staff, while in other cases Planning staff review plans created by developers or consultants (such as for Outline Plans). The creation of statutory (and non statutory) plans can often take years to complete, however some of the most recent plans we have worked on in 2023 are described below.

Plans Commenced in 2023

Land Use Bylaw Renewal

Commenced August 2023



The Land Use Bylaw Renewal project is the first time in almost 40 years the City has taken a completely fresh and holistic look at the role and function of the LUB. City Council approved the Land Use Bylaw Renewal project as part of the 2023-2026 Operating Budget. This project is an opportunity to address multiple individual issues with the current LUB, while going further with a fundamental rebuilding of the Bylaw to create a document that is more user-friendly, less restrictive, and that shapes the kind of communities in which Lethbridge citizens want to live, visit, and do business today.

The Land Use Bylaw Renewal project will be delivered in four phases, with Phase One beginning last year. Phase one included engagement activity delivery to identify needs and preferences for land use regulation of social uses as well as proposed amendments to the current City of Lethbridge Land Use Bylaw.

Plans Reviewed in 2023

Watermark Outline Plan

Adopted October 2023



The Watermark Outline Plan was updated and taken to Council Fall 2023. The updated plan provides guidance on how land is used, serviced and accessed to be more efficient and meet current market demands. New design approaches in the updated Watermark Community Outline Plan include:

- A modified-grid road and pathway design that supports efficient multi-modal connections;
- Equitable access to parks and open spaces dispersed throughout the community that are connected by a pathway and trail system;
- Housing choice within the community, with opportunities for no-step entry or ‘visitable’ housing as well as low and medium density housing types to meet the needs of the Lethbridge community; and
- Design of Watermark’s stormwater management system to take advantage of the area’s existing topography



ADOPTED BY CITY COUNCIL October 17, 2023



Heritage Preservation

Heritage Management Plan

The City of Lethbridge's current Heritage Management Plan was adopted in 2007. This was the first time the City had implemented a comprehensive and ongoing program to identify and manage heritage resources. The Plan set out a number of recommendations and options for the creation of a heritage program, and this program went through some piecemeal evolution and expansion in the years since. The City completed other guiding documents in the intervening years, including the SSRP Compliance Initiative, the Reconciliation Implementation Plan, and the MDP which identified additional ways the Heritage Management Plan could incorporate a more inclusive vision of heritage in Lethbridge. This direction aligns with Council's Strategic plan as well and it positioned Planning & Design to undertake the Heritage Management Plan Update project. This project, which was partially funded by a Provincial grant, was initiated in the fall of 2021 and involved significant engagement with the Blackfoot Nations and Métis Nation of Alberta on how to approach managing Indigenous historic places, as well as targeted stakeholder engagement around objectives for the heritage program. The updated Heritage Management Plan was completed and adopted by City Council in March 2023.



CITY OF LETHBRIDGE
SIKÓÓHKOTOK

HERITAGE MANAGEMENT PLAN

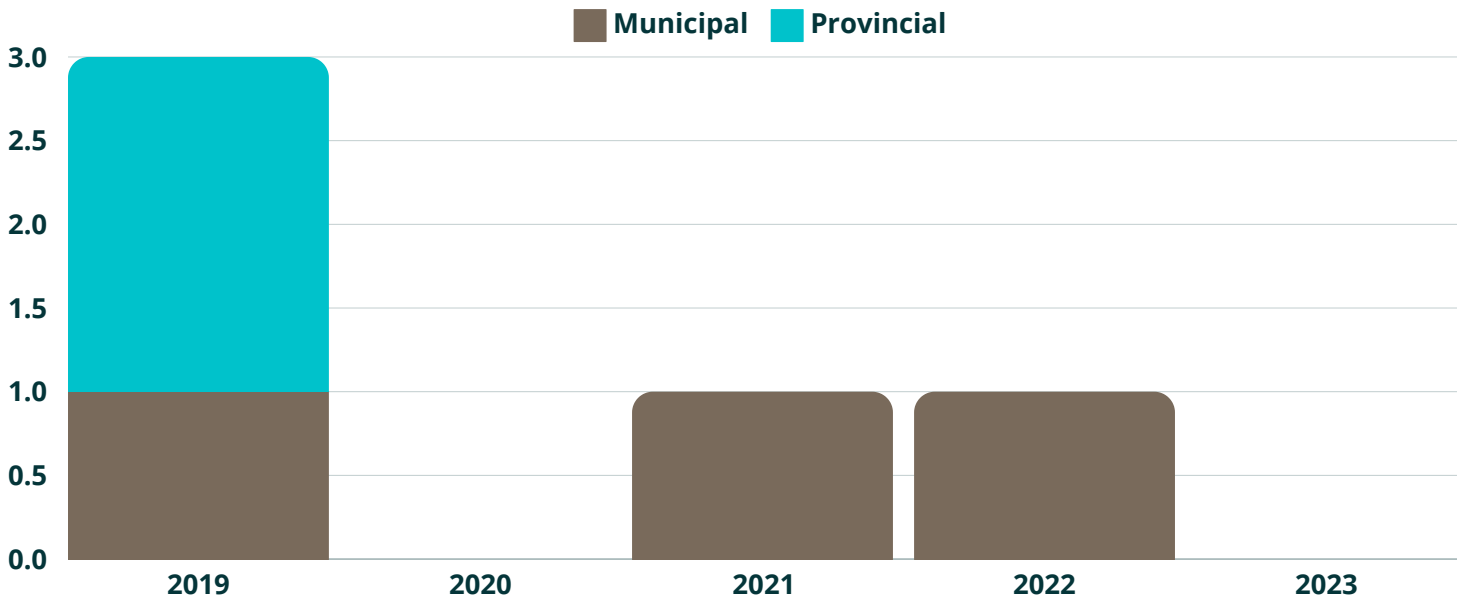
Historic Places Designation

Historic places in Lethbridge are preserved through the Municipal Historic Resources designation program. Municipal Historic Resources are historic places – most often buildings – that City Council has legally protected through the passing of a designation bylaw. Owners of a Municipal Historic Resource can access Provincial grants to assist with the costs of conservation, preservation and restoration for their historic place. The number of properties that have received a historic designation is shown in the Table below.



Burgman Building, 418-13 St N, designated August 2018.

New Historical Designations



Historical Designations	2019	2020	2021	2022	2023
Municipal	1	0	1	1	0
Provincial	2	0	0	0	0
Total	3	0	1	1	0



Land Use Bylaw Amendments

Overview

The current Land Use Bylaw (Land Use Bylaw 6300) is the regulatory tool that is used to implement all the statutory plans in every area of the city. The Land Use Bylaw establishes Land Use Districts and assigns a District to each property in the city. The Land Use Bylaw regulates how land is to be used in each of these Districts and generally across the city by: establishing permitted & discretionary uses, setbacks, parking requirements, landscaping, lot sizes and a number of other regulations. Planning also oversees the Land Use Bylaw and makes Land Use Bylaw amendments frequently.

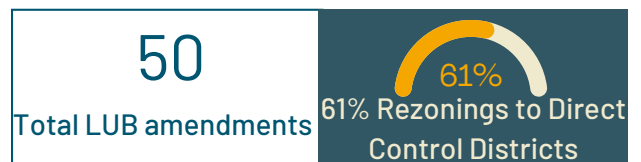
Land Use Bylaw (LUB) Amendment Applications

Land Use Bylaw (LUB) amendment applications (often called 'rezonings') are initiated by applicants who are often landowners (or their representative) or developers. Due to this nature of being market initiated and driven the number of applications for LUB amendments varies year to year. For example 2020 saw significantly fewer applications than the average over the last 5 years, due partly to the Covid-19 pandemic. This section provides a summary of these applications over the last 5 years.

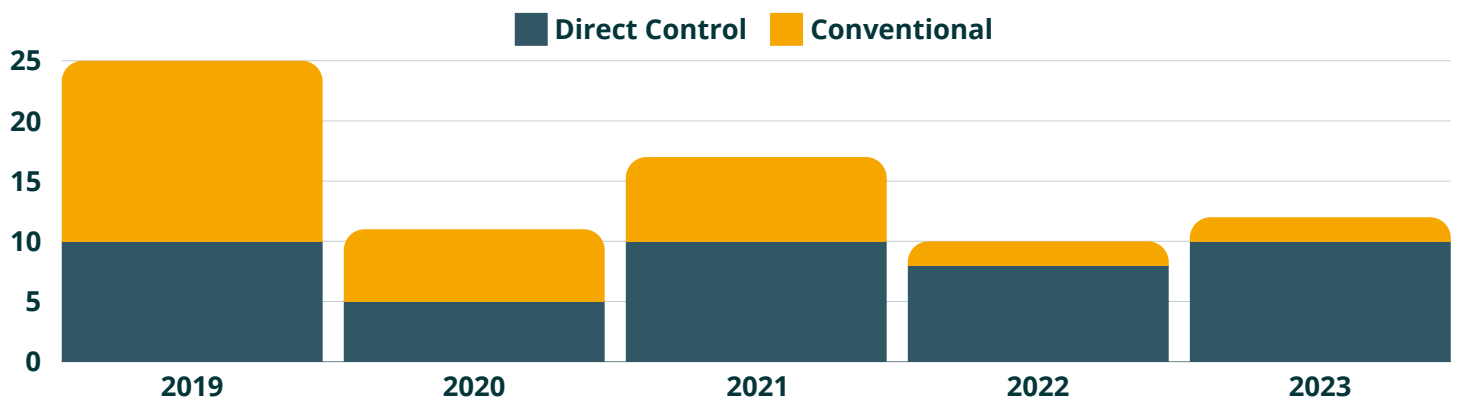
2023 Applications



Over Last 5 Years (2019-2023)

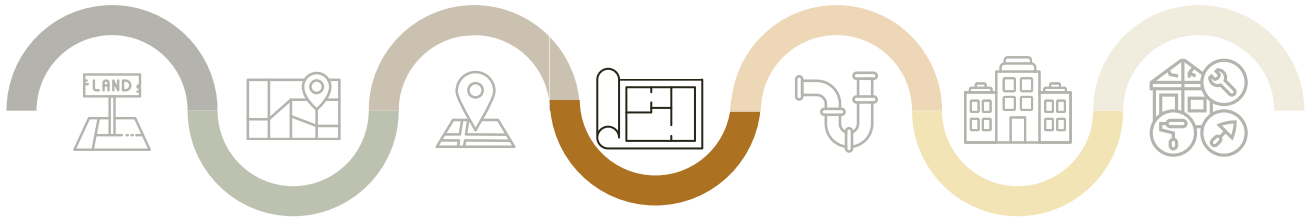


Lethbridge Land Use Bylaw (LUB) Amendment Applications



LUB Amendments in Lethbridge	2019	2020	2021	2022	2023
Direct Control District	10	5	10	8	10
Conventional LUB District	15	6	7	2	2
Total	25	11	17	10	12

Subdivisions



Overview

The work of Planning also includes the subdivision of land. Subdivision approval is a process that generally precedes development, and ensures that any new legal parcels for subsequent development are created in accordance with provincial legislation and are aligned with the policies and direction set out in the City's approved statutory plans. The process of subdividing land in Lethbridge is regulated by the Municipal Government Act and the general process can be divided up into 3 phases or steps, including:

- 1 Tentative Plan Submission:** The applicant submits a proposed subdivision plan to the subdivision planner for review. This review includes circulation to other internal & external stakeholders who may provide important feedback on issues such as required utility hookups, transportation connections & access, and adequate zoning, additionally the review may also include notifying adjacent landowners in some areas. The subdivision planner reviews the plan to ensure compliance with the Municipal Government Act, statutory plans, and the Land Use Bylaw. Once the subdivision planner has received all of the feedback and finished reviewing for compliance, they will make a decision on the proposed plan.
- 2 Conditional Approval:** Following review, a proposed subdivision plan may be refused or approved. Should the proposed plan be approved, the subdivision planner will often include a number of conditions that must be met in order for the proposed subdivision plan to be approved. Once these conditions have been met, then the applicant may apply for final endorsement of the proposed subdivision plan.
- 3 Final Endorsement:** This is the final step to approving a proposed subdivision of land. This step includes the applicant submitting the proposed subdivision plan again showing how the conditions in the conditional approval will be met. Should all the conditions be met, the proposed plan is given final endorsement and is registered with Alberta Land Titles Office.

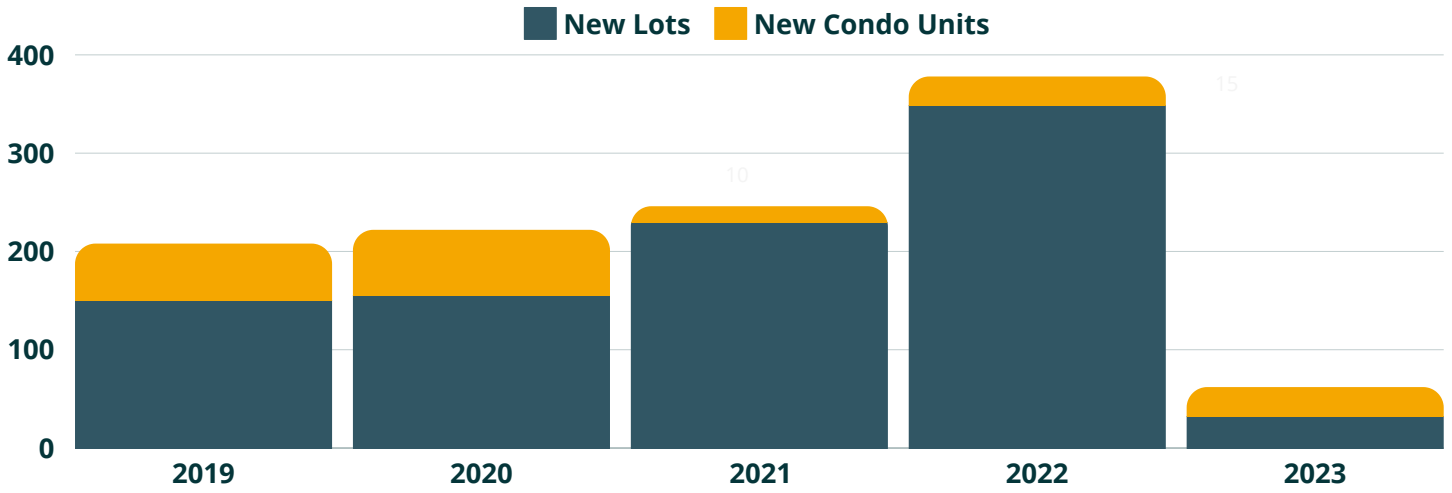
When an application is received for a subdivision it includes a certain number of proposed lots or condo units to be subdivided. Therefore, in order to get a more complete picture of how much land in Lethbridge is being subdivided each year, the graph below shows the number of new lots and new condo units created by subdivision over the last 5 years.

The process above generally describes how land is subdivided in Lethbridge. The table below shows the number of subdivision applications started each year, which has continued to grow annually. When compared with the similar sized city of Red Deer, Lethbridge has consistently had more subdivision applications over last 5 years.

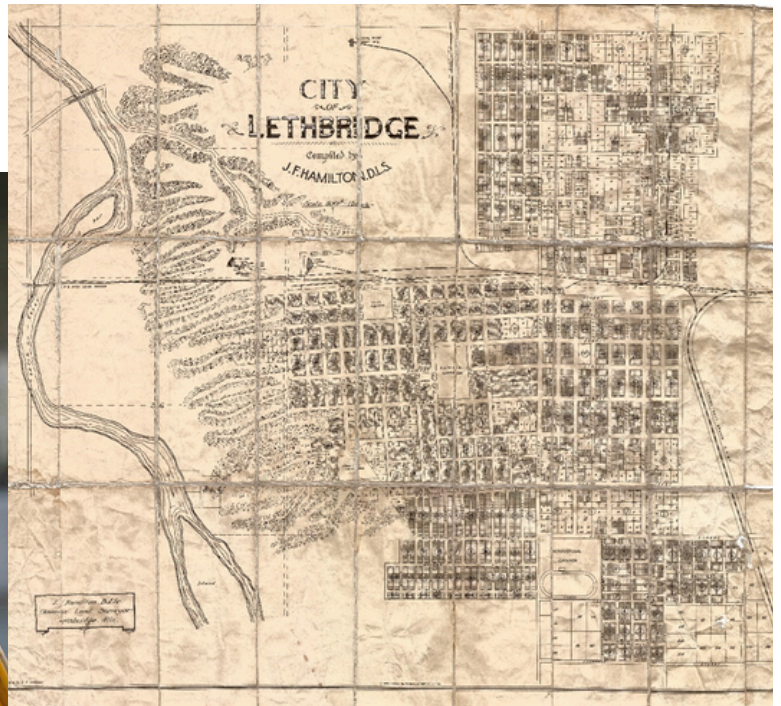


Subdivision Applications (within the last 5 years)

Subdivisions in Lethbridge



Subdivisions in Lethbridge	2019	2020	2021	2022	2023
# of New Lots	150	155	229	348	32
# of New Condo Units	58	67	17	30	30



Land Survey of Lethbridge in 1909. Source: Galt Museum & Archives.

Development



Overview

Development works at the parcel or lot scale ensuring compatibility with adjacent lots by implementing the rules and requirements of the Land Use Bylaw. Development focuses on functionality and compatibility, and the nature of their work is both facilitative and regulatory. Development team provides development permits, compliance and Land Use Bylaw enforcement. Although Development has no direct interaction with Council, they may interact with the Subdivision & Development Appeal Board.

Land Use Bylaw Renewal

The City of Lethbridge Land Use Bylaw (LUB) regulates the development of land throughout the city. It touches many fundamental aspects of the way the city is laid out, the uses and activities allowed on a parcel, and the design of individual buildings. The Land Use Bylaw 6300, passed by City Council in 2020, is the latest of many incremental updates to the LUB that stretch back to 1986.

The Land Use Bylaw Renewal project (approved by City Council in the 2023-2026 Operating Budget) is the first time in almost 40 years the City has taken a completely fresh and holistic look at the role and function of the LUB. This project is an opportunity to address multiple individual issues with the current LUB, while going further with a fundamental rebuilding of the Bylaw to create a document that is more user-friendly and less restrictive. The project presents an opportunity to shape the kind of communities in which Lethbridge citizens want to live, visit, and do business today.

The Land Use Bylaw Renewal project will be delivered in four phases:

- Phase one (started in 2023) identified needs and preferences for land use regulation of social uses.
- Phase two will focus on land use regulation of all other Land Use Bylaw matters such as residential, commercial, and industrial uses and districts as well as parking requirements.
- Phase three will involve drafting the proposed new Land Use Bylaw, and will include engagement opportunities for the public and stakeholders to review and provide feedback.
- Phase four will comprise navigating the Council decision process leading to Council's decision on the proposed new Land Use Bylaw through a Public Hearing.





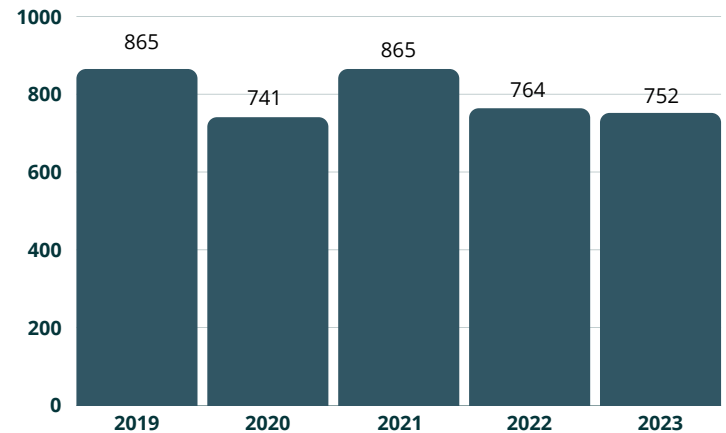
Permit Applications

The Development area reviews and makes decisions on 2 types of applications: development permits, and compliance letters. Below is a description of each type of decision and how we are doing at meeting the legislated timelines for development permit applications.

Development Permits

The Municipal Government Act requires most development projects to have a development permit before any building permits can be issued or before construction can begin. Development Officers receive development permit applications and make a decision on each application to ensure compliance with all statutory plans and with the Land Use Bylaw. Following their review, a Development Officer may issue a permit, or refuse to issue a permit.

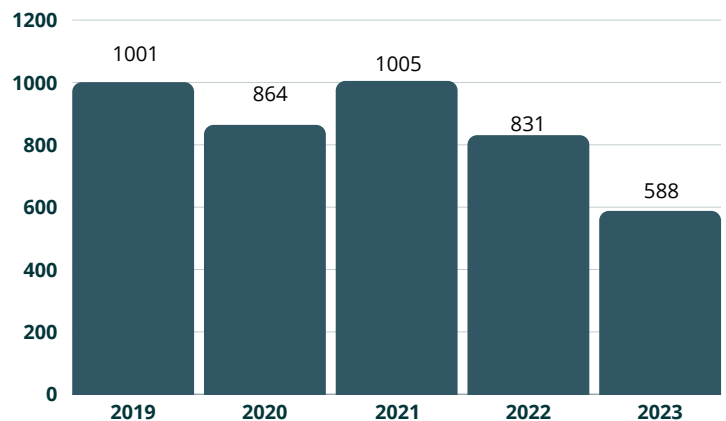
Annual Development Permits Issued



Compliance Letters

Compliance letters are processed upon request from homeowners (or their lawyers), or surveyors as a part of the due process for real estate transactions. This work involves reviewing a Real Property Report indicating the existing structure on a property, and ensuring all structures as shown on the property have the proper approvals and permits needed. These are not a requirement in the MGA, however they assist realtors and homeowners in the process of selling real estate.

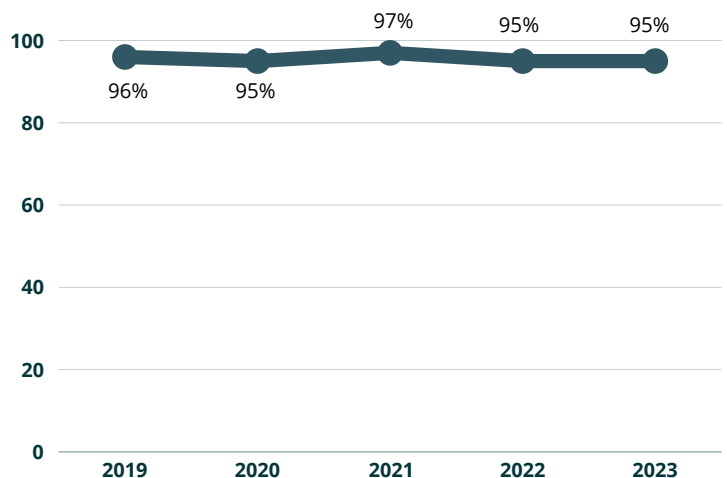
Annual Compliance Letters Issued



Development Permit Timelines

Over 95% of development permit applications have met the required timelines since 2019. These consist of a 20-day period in which an application is to be deemed 'complete', that is all the necessary documentation has been provided by the applicant, and 40 days for the Development Officers to issue a decision. The reported figures below include a small number of permits which lacked the tracking task. Additionally, this analysis didn't account for any correspondence with the applicant regarding additional information to be provided which may have extended allowed timeframes.

Percentage of Applications Meeting Timelines





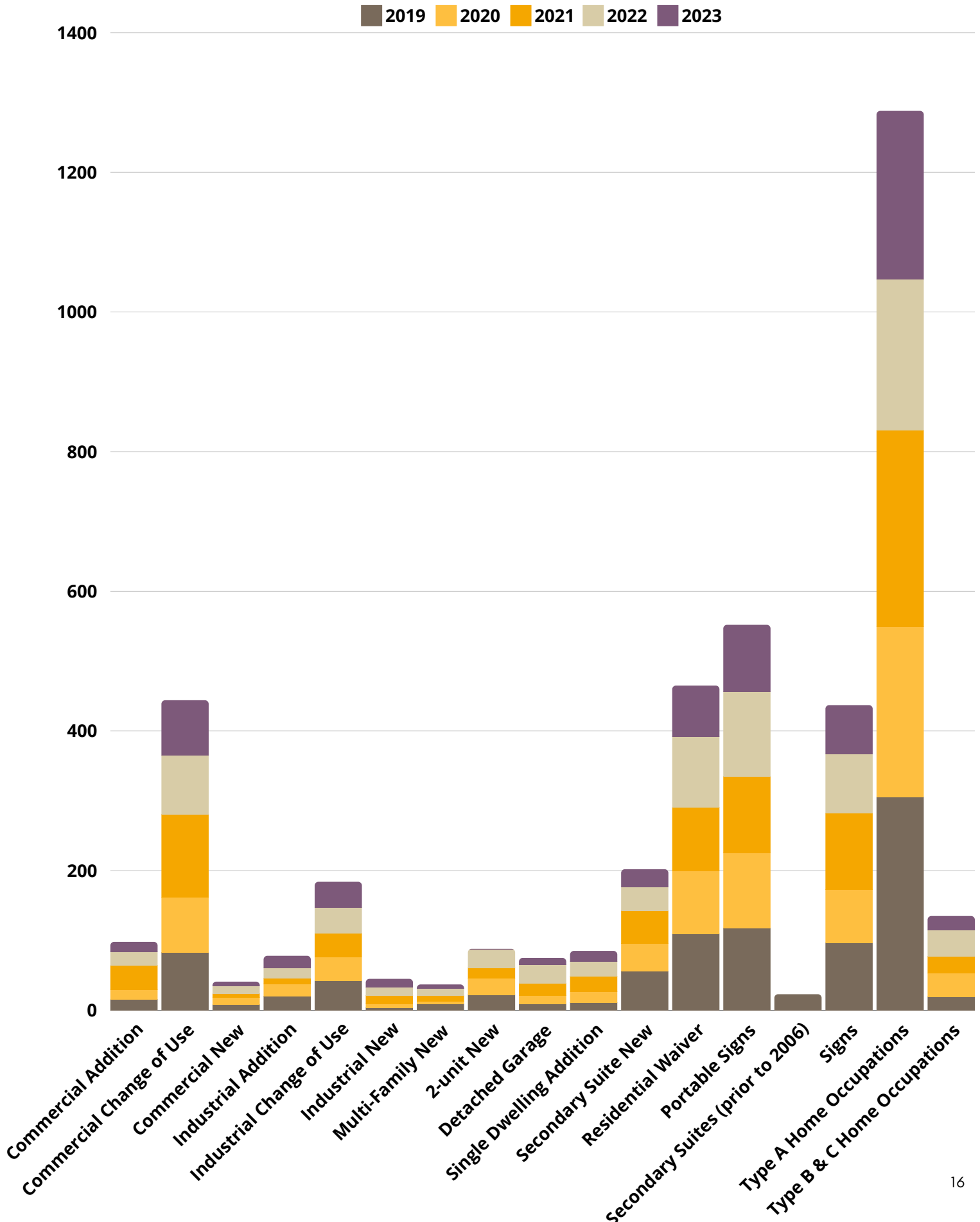
Permit Frequencies

All development in the City must comply with the rules and regulations of Land Use Bylaw 6300. There are various types of development that Development Officers issue permits for. The following table below lists some of the most frequent types of permits applied for over the last few years.

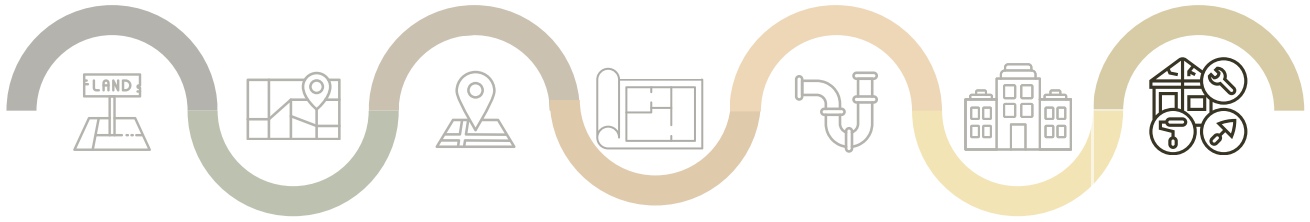
Most Frequent Development Permit Types

Most Frequent Development Permit Types	2019	2020	2021	2022	2023
Commercial Addition	16	13	35	20	14
Commercial Change of Use	83	79	119	84	79
Commercial New	8	10	6	11	6
Industrial Addition	20	18	8	15	17
Industrial Change of Use	42	34	34	37	37
Industrial New	4	5	12	12	12
Multi-Family New	9	4	8	10	6
2 Unit-New	22	24	15	26	1
Detached Garage	9	12	18	26	10
Single Dwelling Addition	11	16	22	21	15
Secondary Suite New	56	40	50	34	25
Residential Waiver	109	91	91	101	73
Portable Signs	118	107	110	121	96
Secondary Suites (before 2006)	23	0	0	0	0
Signs	97	76	109	85	70
Type A Home Occupations	305	244	282	216	241
Type B/C Home Occupations	19	34	24	38	20

Most Frequent Development Permit Types - by Year



Building and Inspection Services



Overview

Building & Inspection Services has the most detailed scope of work in the department. They ensure that minimum building and occupant safety requirements are met at the structural scale. The issuance of construction permits under the Safety Code Act is an essential service that is a mandatory part of the approval process for new constructions and renovation projects. There are 4 different safety areas they focus on: Building, Electrical, Plumbing and Gas, each with it's own respective set of safety codes. The work in each of these 4 areas generally involves a review of submitted plans, issuing a permit, and then following up with that permit with on-site inspections. This process is meant to ensure that projects meet the life safety requirements prior to occupancy.

Building & Inspection Services is governed largely by provincial and national codes & regulations. There are 7 provincial and national codes & regulations, and 1 City of Lethbridge Bylaw that are enforced including:

- Safety Codes Act/Permit Regulations
- City of Lethbridge Safety Codes Permit Bylaw 6110
- National Building Code – 2019 Alberta Edition
- National Energy Code of Canada for Buildings 2017
- Barrier Free Design Guide 2017
- Canadian Electric Code (24th Edition)





Annual Internal Audit for Safety Codes Council

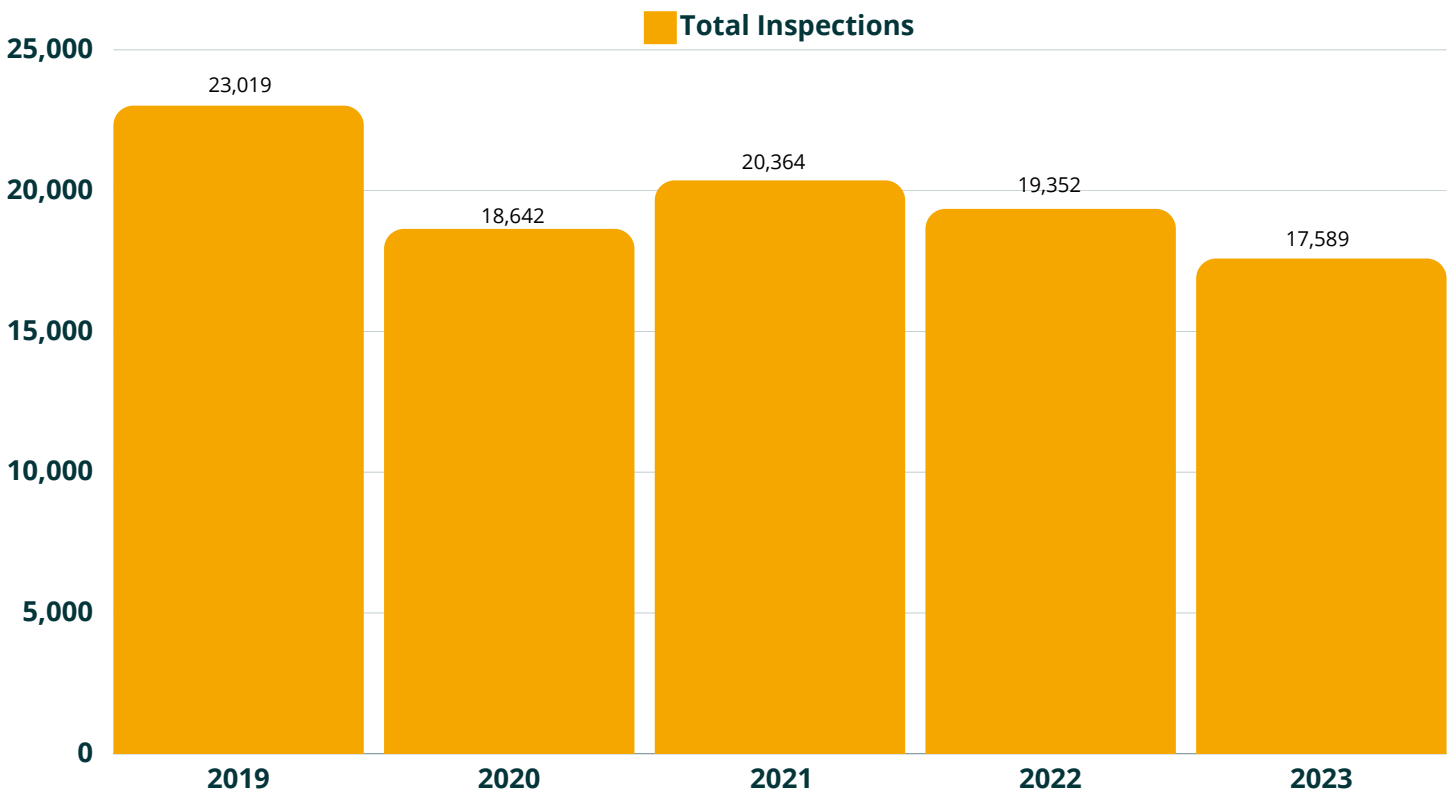
Each year the Building & Inspection Services department conducts an annual audit of our operations to ensure we are in alignment with the Quality Management Plan of the Safety Codes Council of Alberta. This internal audit involves the reporting of all building permits, the number of open permits, how many permits were issued and completed, and how many inspections were completed; based on our internal database. The 2023 internal audit and report to the Safety Codes Council was conducted in March 2024.



Inspections Completed

Every year, over 17,000 inspections are completed by the City of Lethbridge Safety Codes Officers. The number of inspections completed will vary based on the volume and composition of permits issued. The number of inspections required for each permit can differ for many reasons, such as the number of inspections required based on the scope and nature of the project, and the number of 'failed' or 'partially completed' inspections. Small projects may have their final inspection completed within a few business days while larger projects may take years to complete.

Annual Inspections Completed

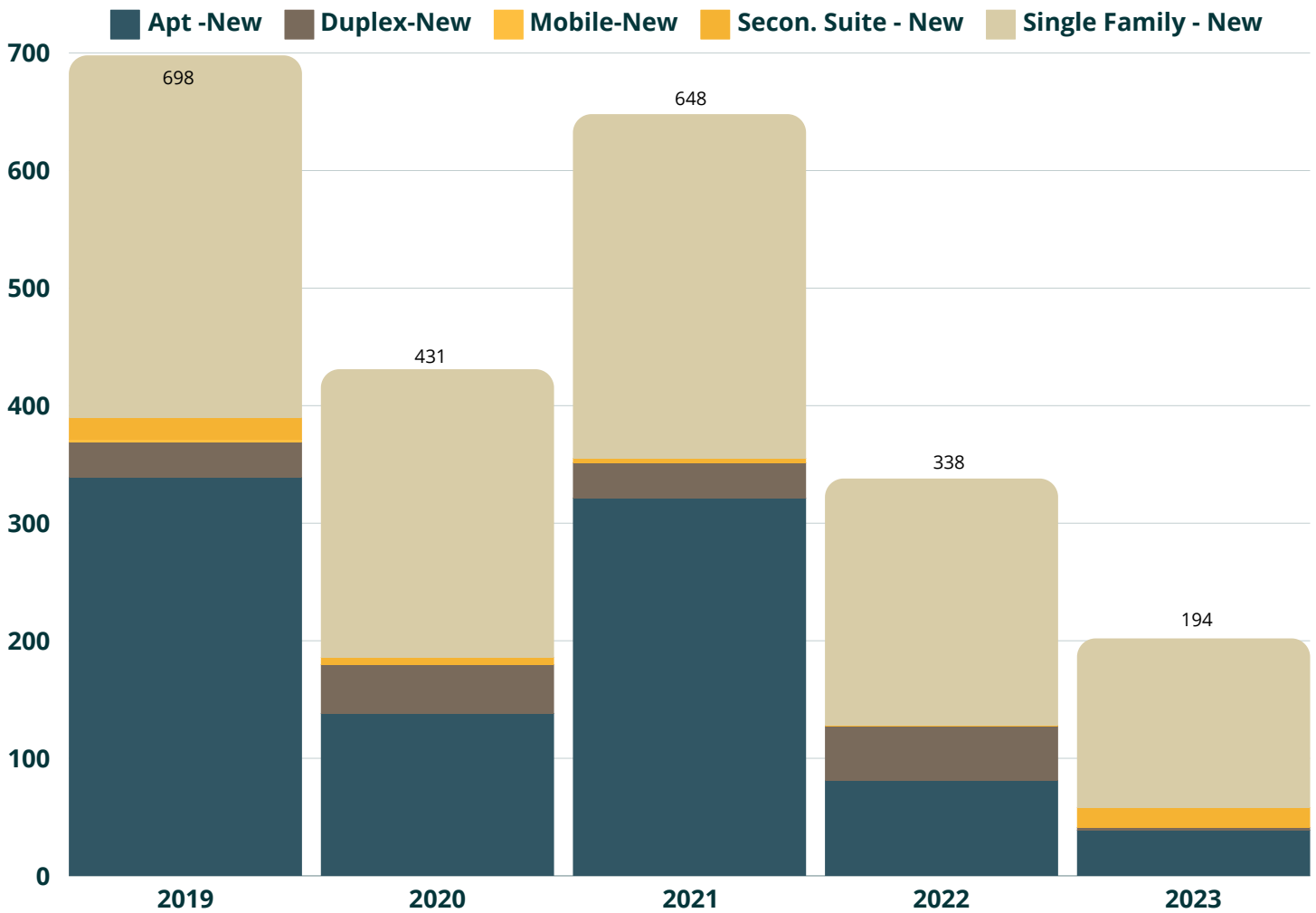




Annual Housing Starts

'Housing Starts' are a residential building permits for new dwelling units which have been issued by the City of Lethbridge's Building Inspections. The majority of development within the City of Lethbridge takes place in "greenfield" locations which is the creation of new planned communities in areas that were previously undeveloped or used for agricultural purposes. Since 2008, the typical volume has been in the realm of 500 new residential units per year. A specific cycle or pattern is difficult to discern in these numbers.

New Housing Units Created Annually



2023 Housing Units Started by Type

39 Apt/Condo/Multi-Family - New

2 Duplex - New

17 Secondary Suites - New

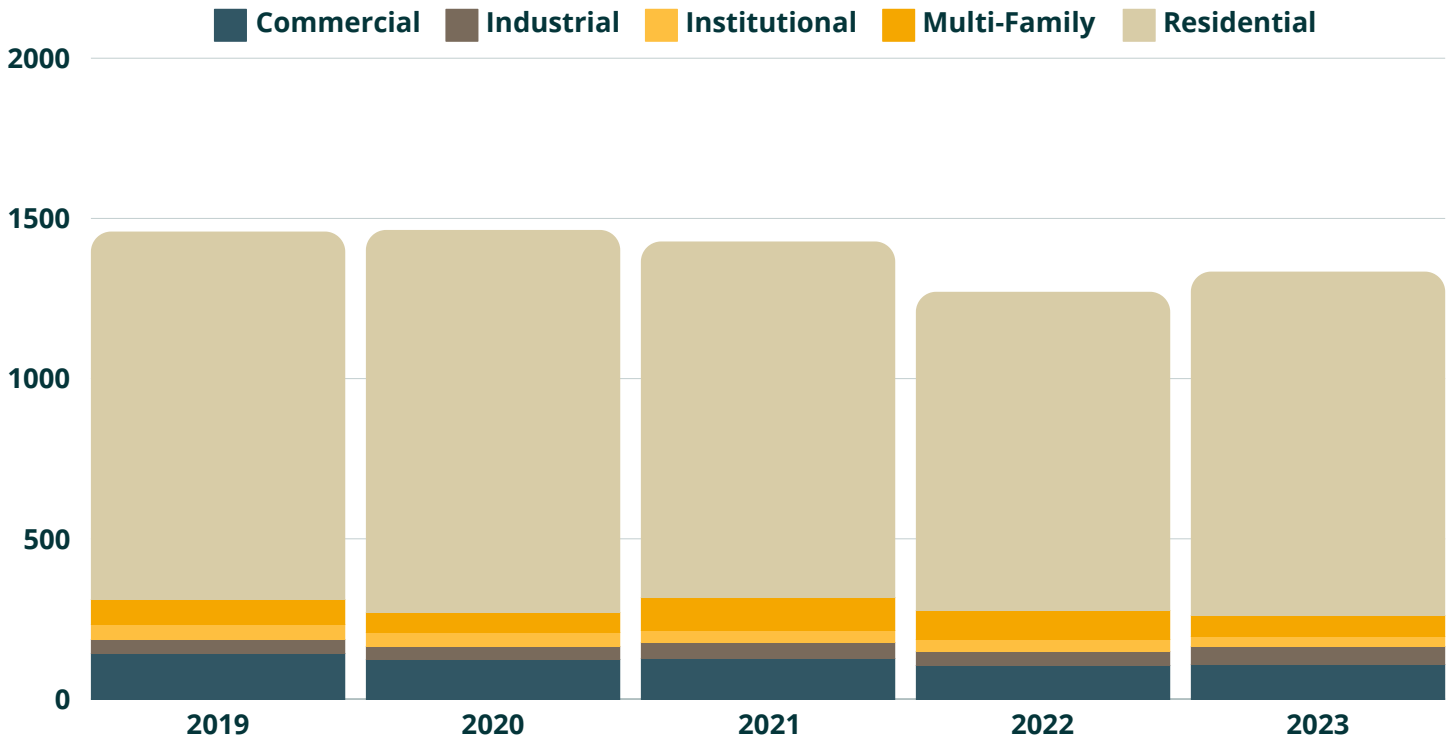
144 Single Family Dwellings - New



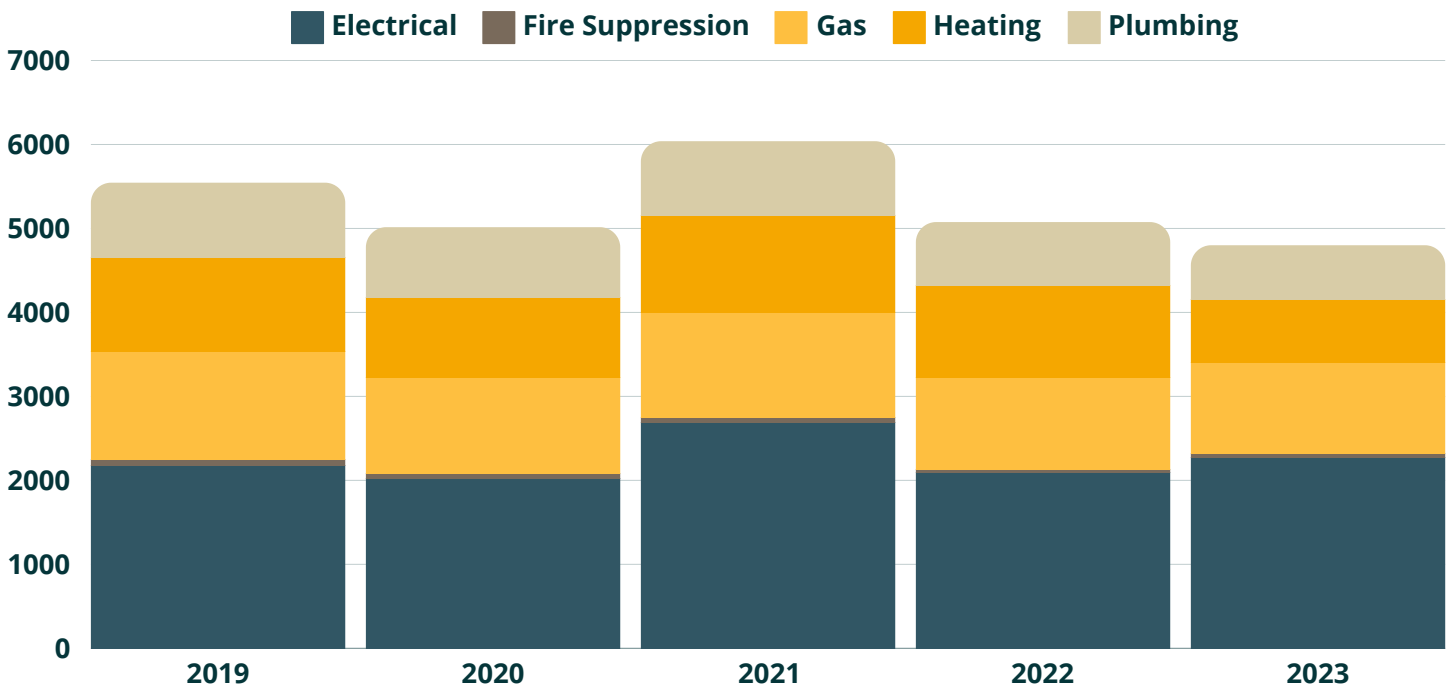
Permits Issued

The number and composition of permits issued year-over-year can vary significantly. Since 2018 an average of over 1,400 building permits and over 5400 sub-trade permits have been issued each year.

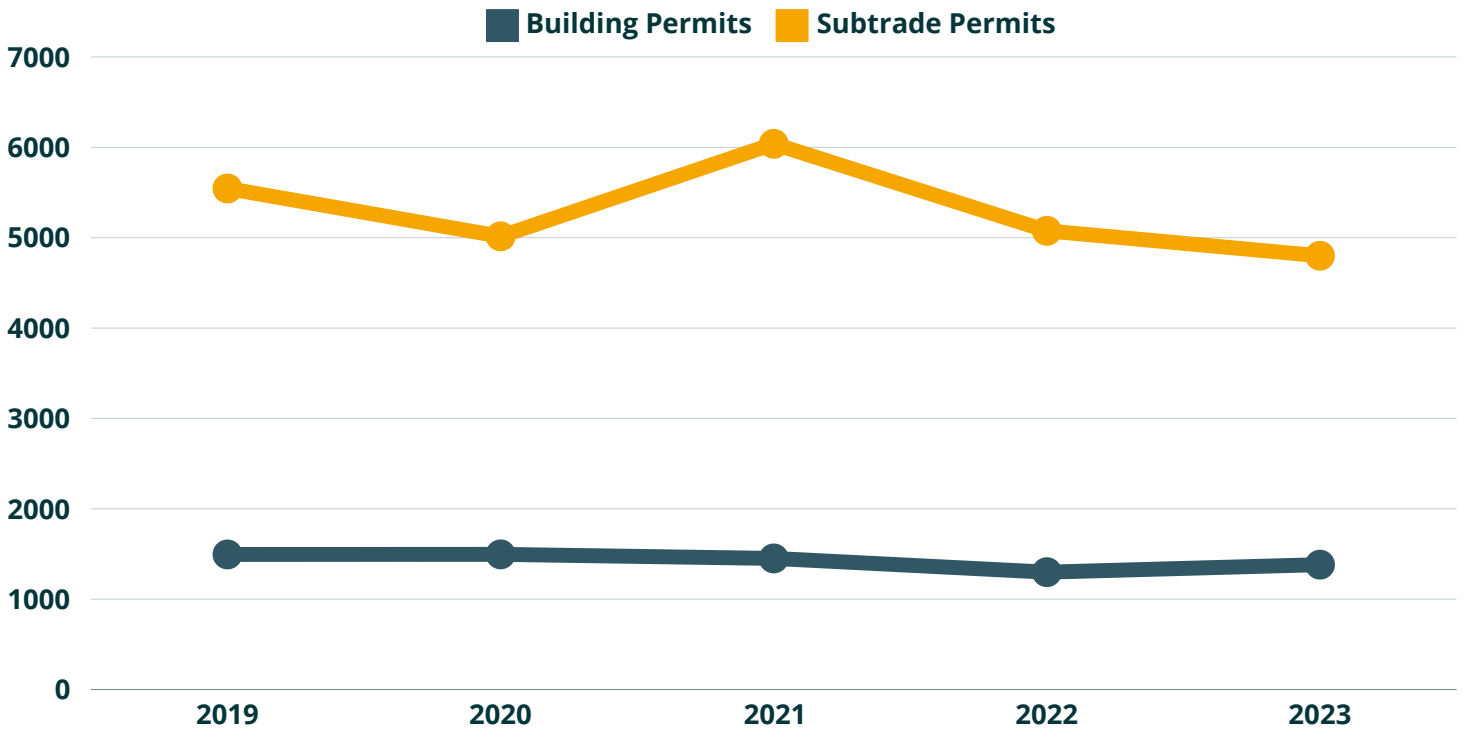
Building Permits Issued



Subtrade Permits Issued



Total Permits Issued



Building Permits	2019	2020	2021	2022	2023
Commercial	141	122	126	106	108
Industrial	45	42	51	42	56
Institutional	47	45	38	39	30
Multi-family	78	60	103	88	68
Residential	1148	1195	1110	996	1072
Total	1495	1496	1451	1299	1382

Subtrade Permits	2019	2020	2021	2022	2023
Electrical	2175	2020	2684	2091	2269
Fire Suppression	70	60	64	43	52
Gas	1293	1142	1251	1090	1081
Heating	1116	950	1156	1100	752
Plumbing	891	843	884	752	646
Total	5545	5015	6039	5076	4800

All Construction Permits	2019	2020	2021	2022	2023
Building Permits	1495	1496	1451	1299	1382
Subtrade Permits	5545	5015	6039	5076	4800
Total	7004	6479	7467	6375	6182

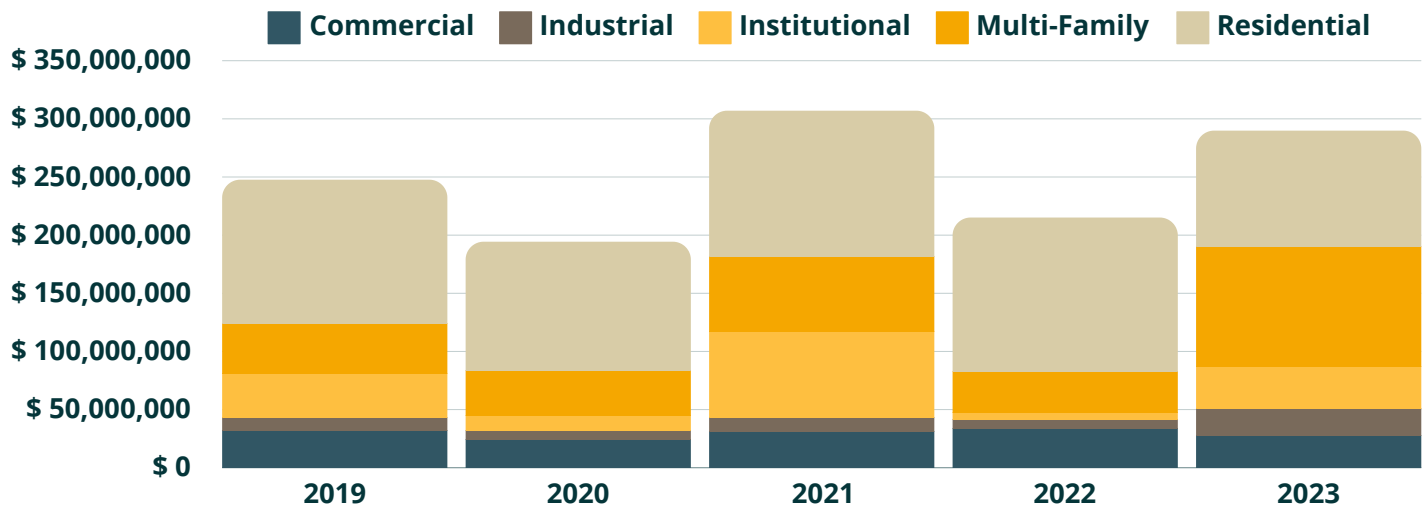


Construction Values

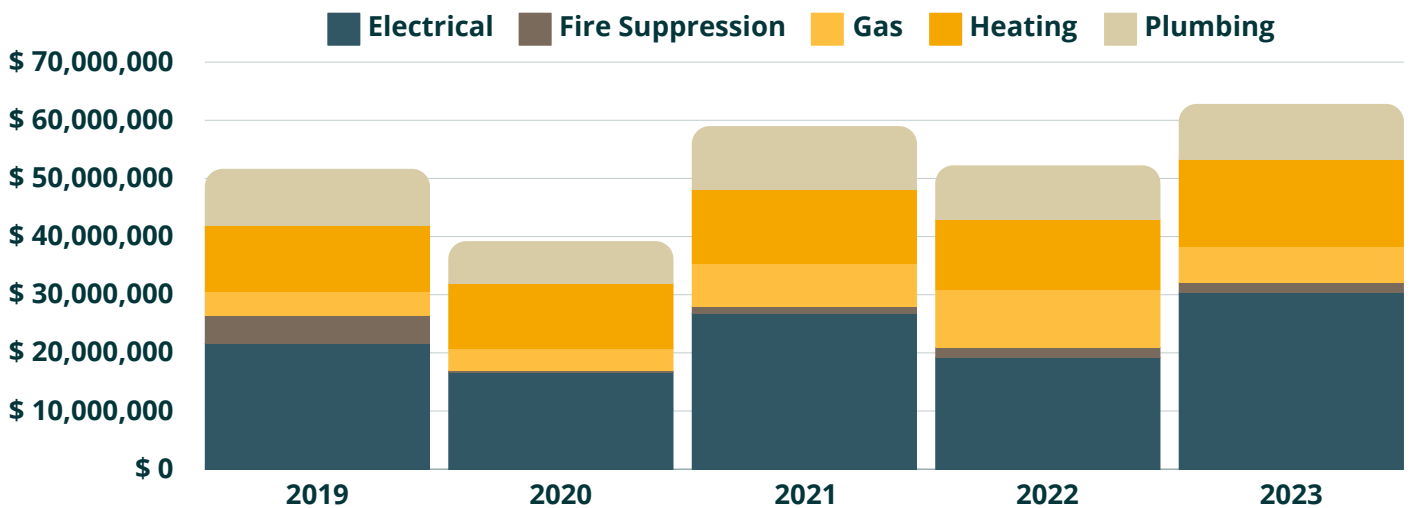
Construction Values for construction permits are collected or assigned based on a prevailing market rate. The prevailing market rate estimates the fair value of a project in terms of material and labour in order to provide an understanding of the economic value and scale of a project.

The construction values can vary significantly year-over-year based on the composition of permit applications. For example, in 2018 Lethbridge saw significant investments in industrial constructions while institutional and residential projects were lower than average. Construction values on a per project basis have seen a sharp increase since the onset of the pandemic. For example, residential wood-framed projects were expected to increase by over 18% from 2021 to 2022.

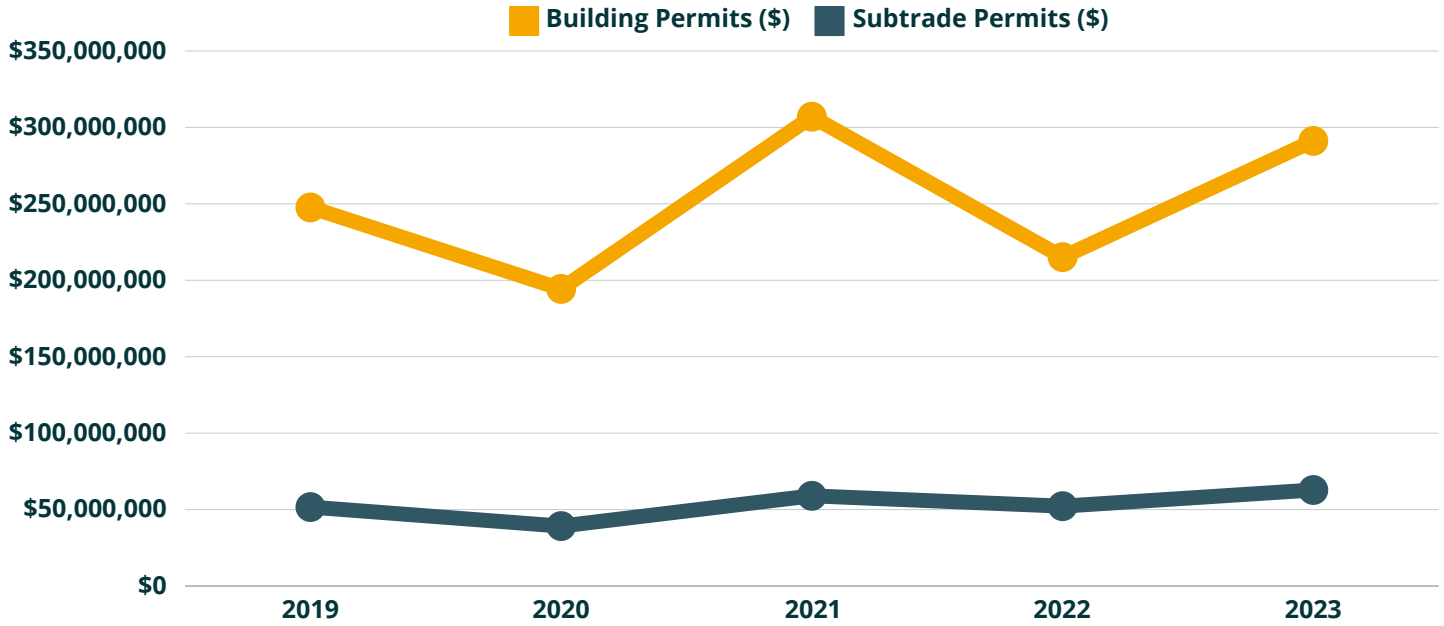
Building Permit Values



Subtrade Permit Values



Total Construction Permit Values



Building Permit Values	2019	2020	2021	2022	2023
Commercial	\$32,096,487	\$24,509,493	\$31,361,966	\$33,380,860	28,015,082
Industrial	\$11,371,632	\$7,395,513	\$11,745,805	\$7,668,950	23,092,542
Institutional	\$37,514,861	\$13,272,822	\$74,058,497	\$6,579,099	36,218,759
Multi-family	\$33,918,264	\$27,231,459	\$55,882,961	\$35,047,957	102,591,595
Residential	\$132,762,313	\$121,947,634	\$133,960,349	\$132,465,023	99,956,670
Total	\$247,663,557	\$194,356,921	\$307,009,577	\$215,141,889	\$291,192,186

Subtrade Permit Values	2019	2020	2021	2022	2023
Electrical	\$21,546,546	\$16,655,047	\$26,740,259	\$19,213,311	\$30,355,633
Fire Suppression	\$4,891,309	\$321,391	\$1,189,819	\$1,626,220	\$1,737,367
Gas	\$4,181,152	\$3,794,932	\$7,503,453	\$10,077,174	\$6,115,058
Heating	\$11,369,581	\$11,091,368	\$12,630,379	\$11,978,157	\$15,029,877
Plumbing	\$9,661,371	\$7,353,611	\$10,941,199	\$9,348,945	\$9,578,183
Total	\$51,649,960	\$39,216,348	\$59,005,109	\$52,243,807	\$62,816,118

All Construction Permit Values	2019	2020	2021	2022	2023
Building Permits	\$247,665,057	\$194,362,421	\$307,009,577	\$215,141,889	\$291,192,186
Subtrade Permits	\$51,649,960	\$39,216,348	\$59,005,109	\$52,243,807	\$62,816,118
Total	\$299,313,517	\$233,573,269	\$366,014,686	\$267,385,697	\$354,008,304



Permit Timelines

Within the City of Lethbridge residential permit statistics internal tracking allows for further examination of a project timeline. Currently Building Inspections tracks the average approval time required prior to plans examination. The approval process includes the complete submission of documents by the applicant (Permit Technician review), the Development Officer review (to ensure the project complies with the Land Use Bylaw, and does not require additional approvals or waivers), and a review from Opportunity Lethbridge when necessary (for City owned lots). With the approval timeline removed, the average residential building permit is issued in 1 business day or less.





Efficiencies from E-Apply

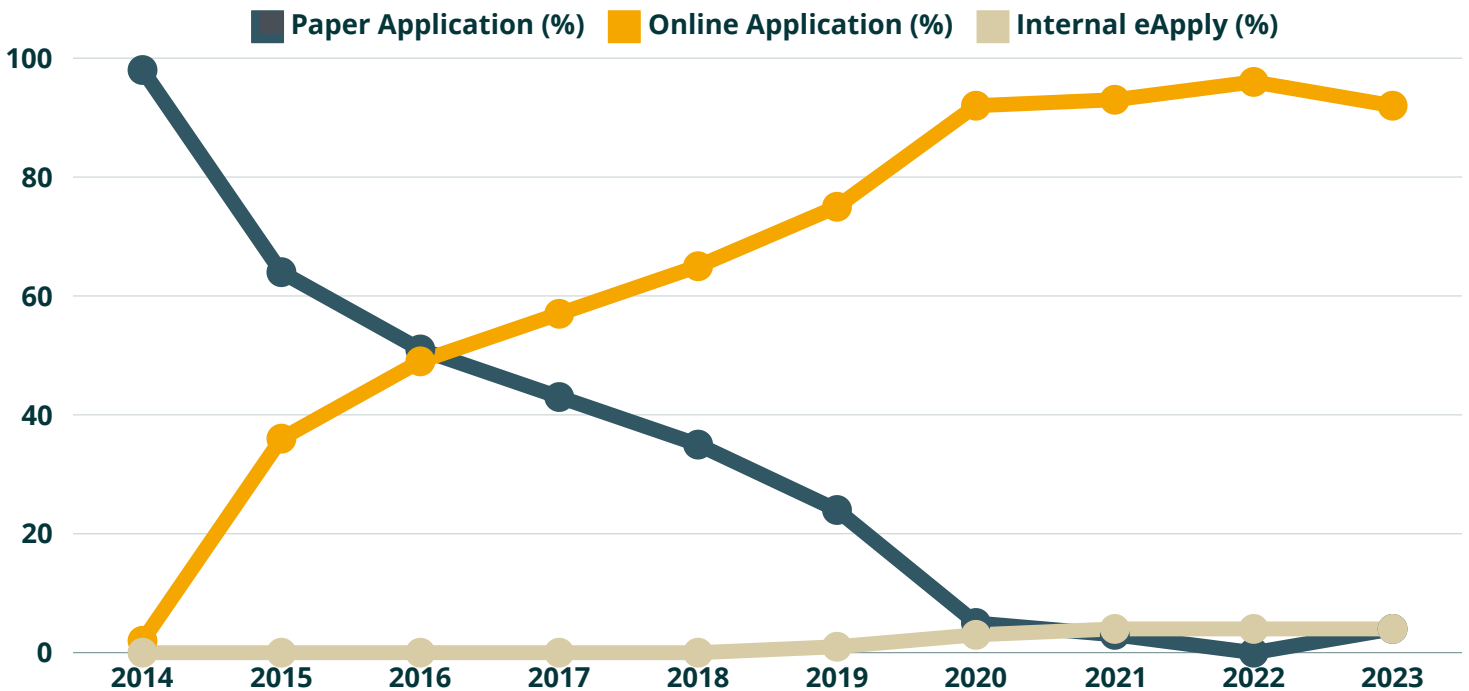
The digitization of the construction permit application process began in 2010 with the first set of applications being made available in late 2014 to a limited set of early adopters. These applications focused on ‘sub trade’ permits including residential plumbing, gas, and electrical permits and were considered ‘in and out’ permits which required no plan review from a safety code officer. By automating this process, Building Inspection was able to divert a significant proportion of work online.

Gradually, the remaining residential permits were released online. Up completion in 2016, Building Inspections took on the task of digitizing the commercial permits as well as modernizing its existing residential applications in a mobile friendly format. The updated ‘eApply 2.0’ was released in April 2018 with the final commercial permits being made available in the first half of 2020. As part of the refresh, Building Inspection also released an ‘internal eApply’ meant to help guide customers through the process when making a permit application at City Hall.

The release of online applications for in-and-out permits was incredibly successful with over 68% of applications being made online in its first full year. In 2018, a new ‘in and out’ permit for residential furnace replacements was made available which reduced the volume of permits requiring a plan review significantly. Approximately 98% of residential in-and-out permits in 2023 were made online.

The adoption of permits requiring a plan review was slower, however, this was largely impacted by the gradual release of application types until mid-2020. As of 2023, approximately 93% of these permits are applied for online. Overall, 96% of all construction permit applications are being made online.

Permit Application Methods - Overall



Permit Application Methods - Breakdown

In & Out Permits	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Paper Application	95%	32%	26%	19%	14%	9%	2%	0%	0%	0%
Online Application	5%	68%	74%	81%	86%	90%	97%	97%	98%	98%
Internal eApply	0%	0%	0%	0%	0%	1%	2%	3%	2%	2%

Plan Review Permits	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Paper Application	100%	92%	71%	66%	55%	39%	9%	6%	1%	8%
Online Application	0%	7%	29%	34%	44%	60%	87%	89%	93%	86%
Internal eApply	0%	0%	0%	0%	1%	1%	4%	6%	5%	6%

Overall	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Paper Application	98%	64%	51%	43%	35%	24%	5%	3%	0%	4%
Online Application	2%	36%	49%	57%	65%	75%	92%	93%	96%	92%
Internal eApply	0%	0%	0%	0%	0%	1%	3%	4%	4%	4%

Schedule A

MUNICIPAL DEVELOPMENT PLAN ANNUAL REPORT 2023

Prepared by Planning and Design
May 2024

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1. Introduction

The City of Lethbridge Municipal Development Plan (MDP) was adopted by City Council on June 29, 2021. The cornerstone of the MDP is that it is expected to contribute to measurable progress towards the six desired MDP Outcomes:

- AN ECONOMICALLY PROSPEROUS CITY
- A HEALTHY AND DIVERSE CITY
- A CULTURALLY VIBRANT CITY
- A WELL-DESIGNED CITY
- AN ENVIRONMENTALLY RESPONSIBLE CITY
- A CITY THAT SUPPORTS THE REGION

To this end, each policy in the MDP has at least one direction for City Administration to undertake. Each direction is ultimately intended to make progress toward achieving the above MDP Outcomes.

Further, the MDP provides a table of Outcome Indicators – one for each of the above Outcomes. The tables set out a list of leading and lagging indicators that can help the City assess progress toward the Outcomes over time.

The first MDP Annual Report was created in 2022, and it established this template report that will be updated every year following. The report provides an overview of the status of the MDP's directions to City Administration, as well as the latest Outcome Indicator data.

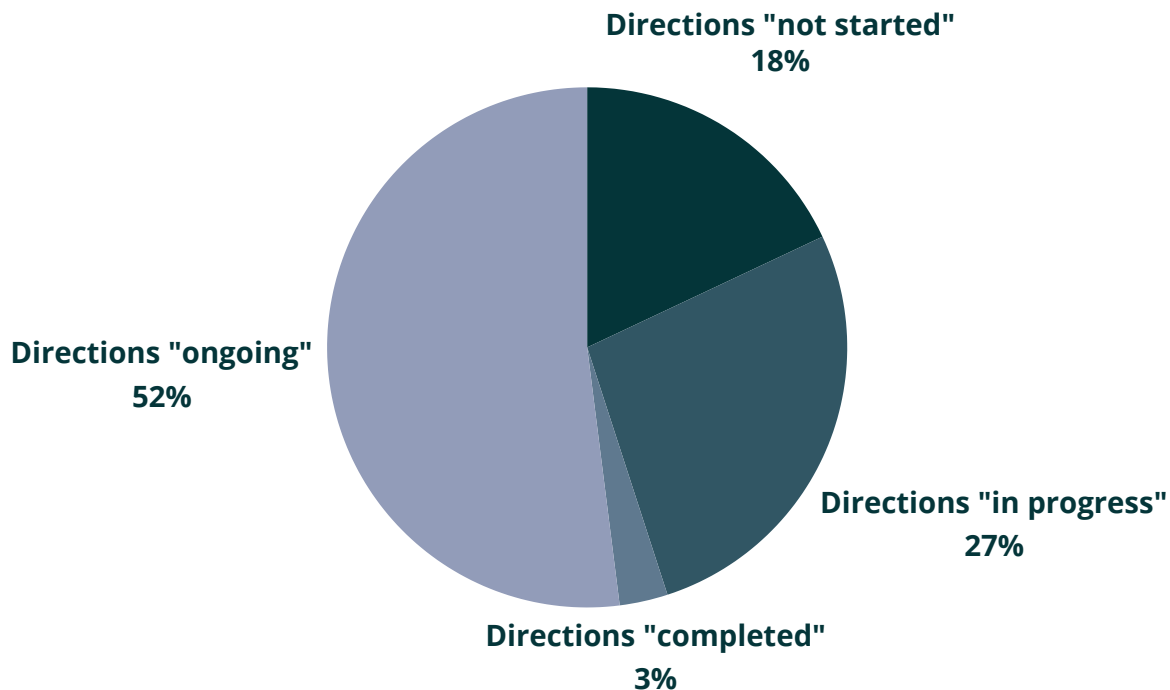
Five years after the MDP's adoption, a more comprehensive five year review will be undertaken. This will provide a more detailed review of the preceding five years of data, evaluation of any areas of the MDP which might benefit from revisions or updates, and an opportunity for City Council to make updates to the MDP's policies and directions.

2. Status of MDP Policy Directions

Total Number of Policy Directions by Status Category

Metric	Number	% of total
Total # of directions in MDP	360	100%
Directions "not started"	65	18%
Directions "in progress"	96	27%
Directions "completed"	10	3%
Directions "ongoing"	188	52%

Status of MDP Policy Directions (at Beginning of 2024)



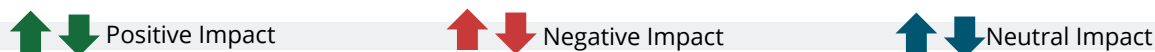
3. MDP Outcome Indicators

The following graphics establish indicators that measure our direction of travel in relation to each of the MDP Outcomes.

There are two types of indicators:

- Leading indicators, which are predictive measurements (e.g. “number of business licences issued”).
- Lagging indicators, which are output measurements (e.g. “city GDP”).

Each of the indicators has a positive, negative, or neither good nor bad impact on our community. These impacts are identified in the following ways:



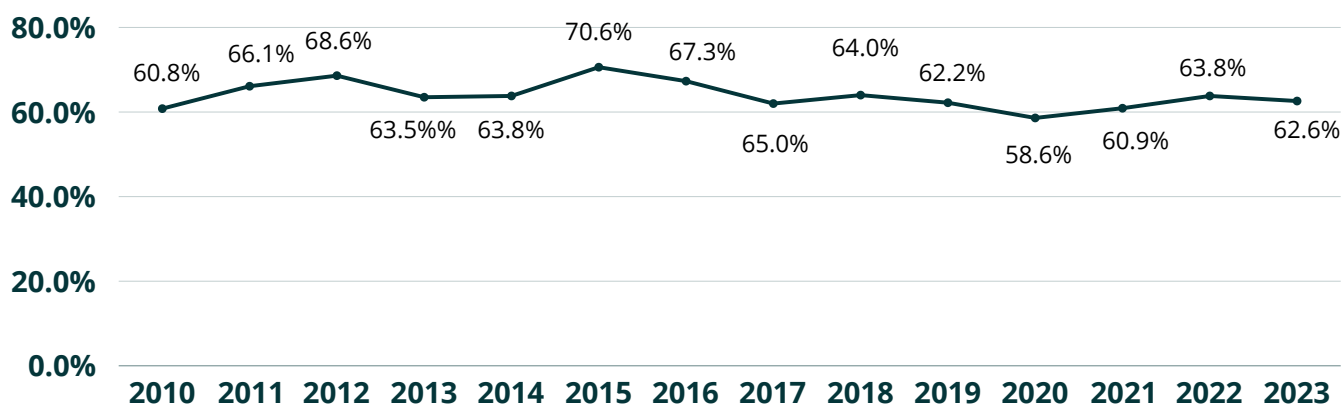
Outcome: An Economically Prosperous City

An economically resilient and prosperous community actively encourages the development and diversification of the local economy.

Key Leading Indicators

Employment Rate

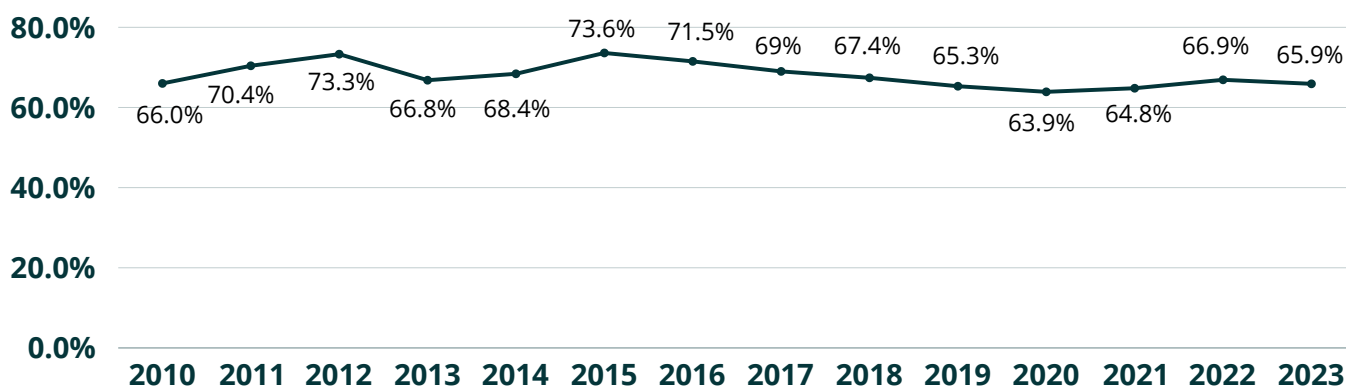
Source: Statistics Canada



1 2023 Employment Rate **62.6%** ↓ 1.9% one year change

Participation Rate

Source: Statistics Canada

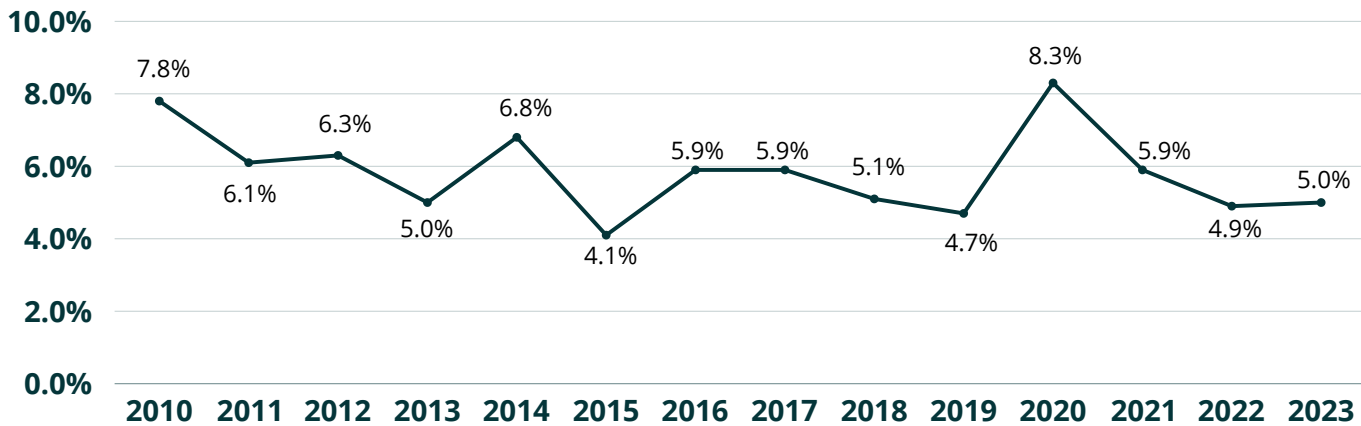


2 2023 Participation Rate **65.9%** ↓ 1.5% one year change

Corresponding references for MDP Outcome Indicator data found on pages 48-51

Unemployment Rate

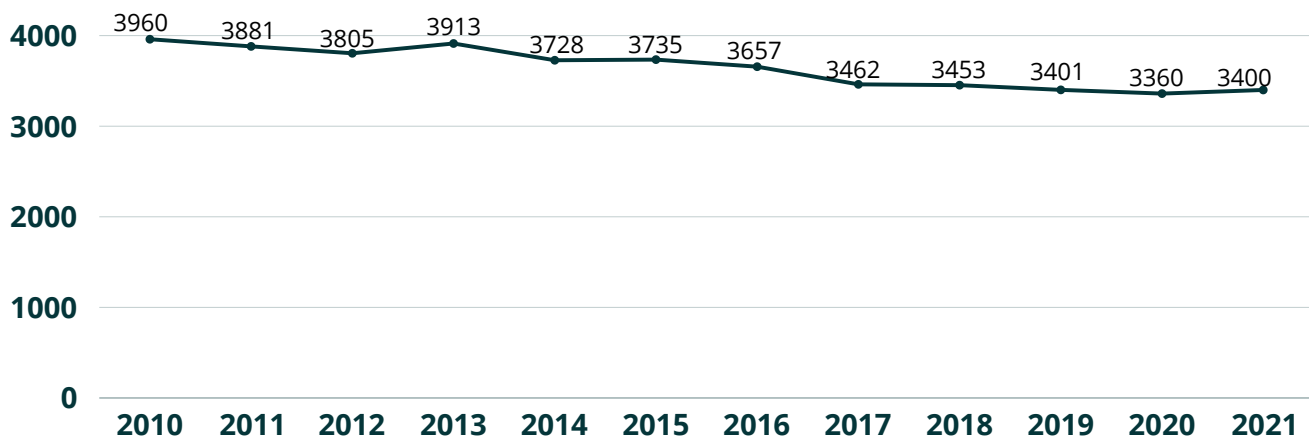
Source: Statistics Canada



3 2023 Unemployment Rate **5.0%** ↑ 2.0% one year change

Number of Businesses per 100,000 Population

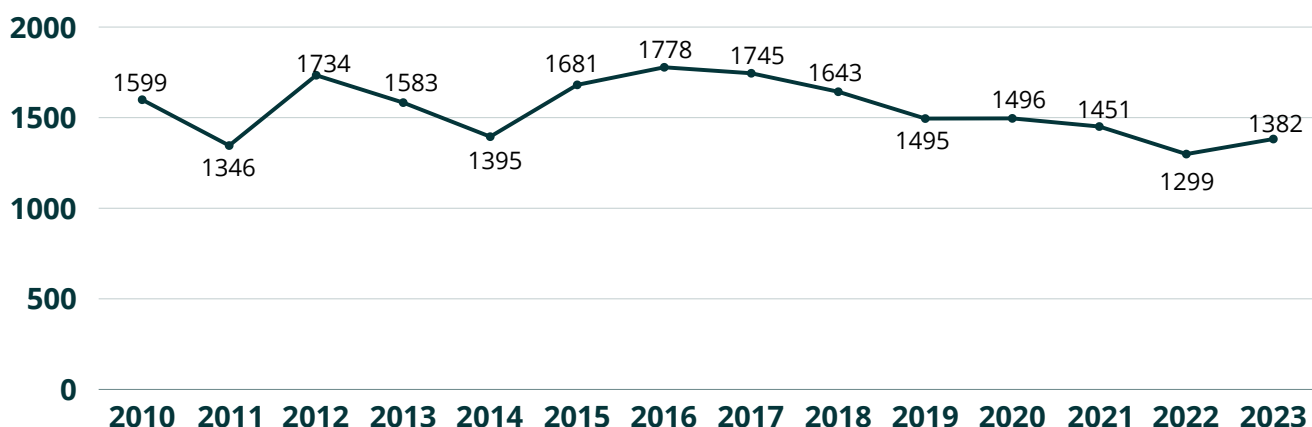
Source: Businesses - Statistics Canada; population estimates, City of Lethbridge



4 2021 Businesses per 100,000 Population **3400** ↑ 1.2% one year change



















Number of Building Permits Issued

Source: Planning & Design, City of Lethbridge



5 2023 No. of Building Permits Issued **1382** ↑ 6.4% one year change

Other Leading Indicators

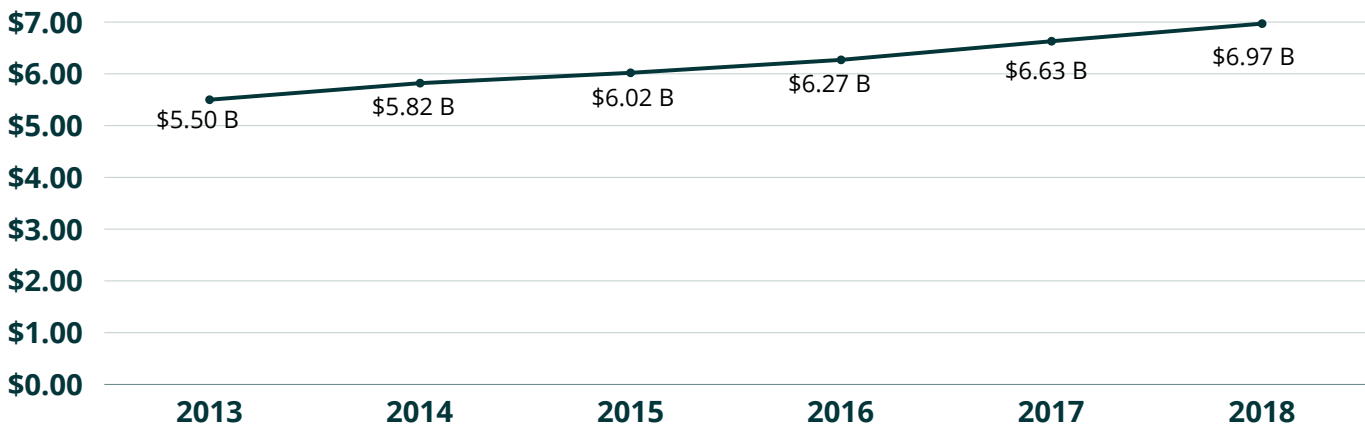
6	2023 Building Permits Issued Per 1000 Pop. 13  13.3% since last measured in 2019
7	2023 Building Permit Construction Value - Total \$291M  35% one year change
8	2023 Residential Average Sales Price \$342,900  0.3% one year change
9	2023 No. of Business Licenses Issued 5,297  1.4% one year change
10	2021 Incorporations per 100k Pop. 718  7.3% one year change
11	2023 Labour Force Size 73.8k  2.4% one year change
12	2023 Jobs – Goods Producing Sector 19.1k  29% one year change
13	2023 Jobs – Service Producing Sector 51k  5.4% one year change
14	2022 Post-secondary Enrollment 5,445  1.4% one year change
15	2021 Post-secondary Qualification 50,530  7.4% five year change
16	2022 Apprentices Registered 1035  9.7% one year change
17	2023 Number of Visitors 44,698  20.3% five year change <small>*Visitors to events & the Tourist Information Centre</small>
18	2023 Number of Bankruptcies 86  2.3% one year change
19	2023 Number of Competitive Grants from other Levels of Gov't 17  54.5% one year change
20	2023 Amount Received in Competitive Grants from Other Levels of Gov't \$6,061,065  778% one year change
21	2022 Internet: Median Upload Speed 11.03Mbps  6.9% one year change
22	2022 Internet: Median Download Speed 81.74Mbps  45% one year change
23	2023 Number of Non-Stop Commercial Air Destinations 1 <small>*no change over one year</small>
24	2023 Commercial Vacancy Rate (Office) 10.6%  14.5% one year change

Corresponding references for MDP Outcome Indicator data found on pages 48-51

Key Lagging Indicators

City GDP (CMA)

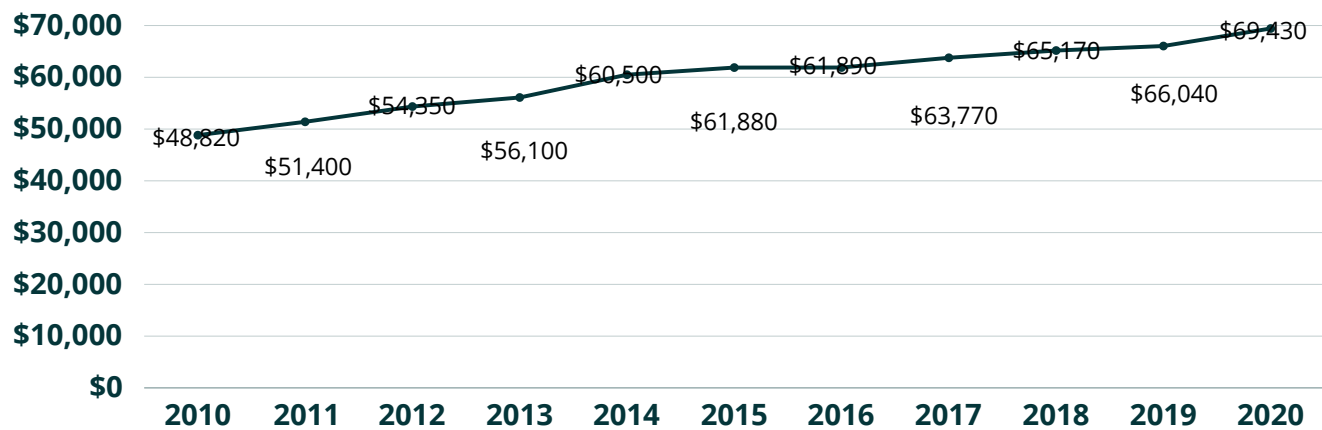
Source: Conference Board of Canada



25 2018 City GDP (CMA) **\$6.97 B** ↑ 5.1% one year change

Median Family Income

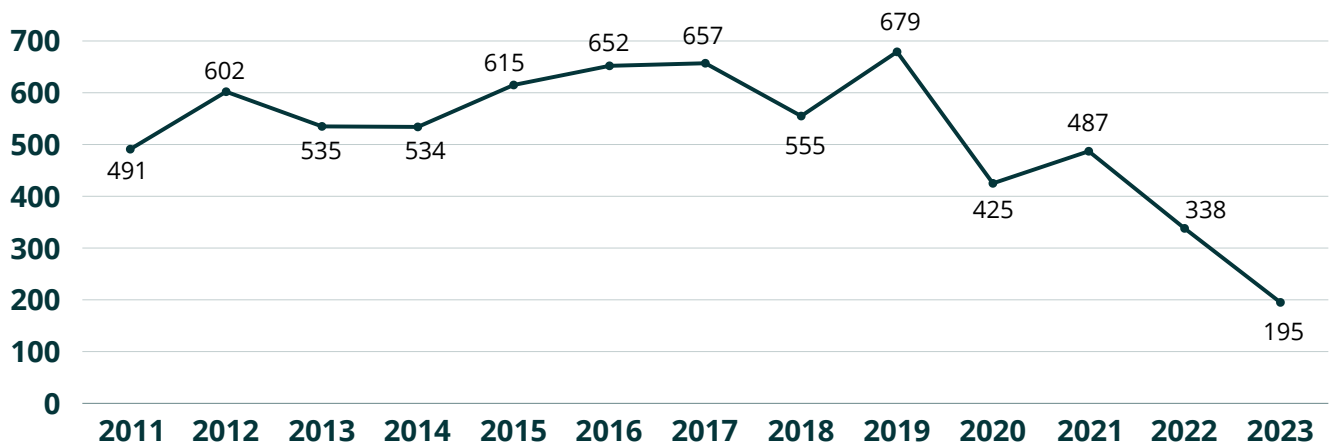
Source: Statistics Canada



26 2020 Median Family Income **\$69,430** ↑ 5.1% one year change

Housing Starts

Source: Planning & Design, City of Lethbridge

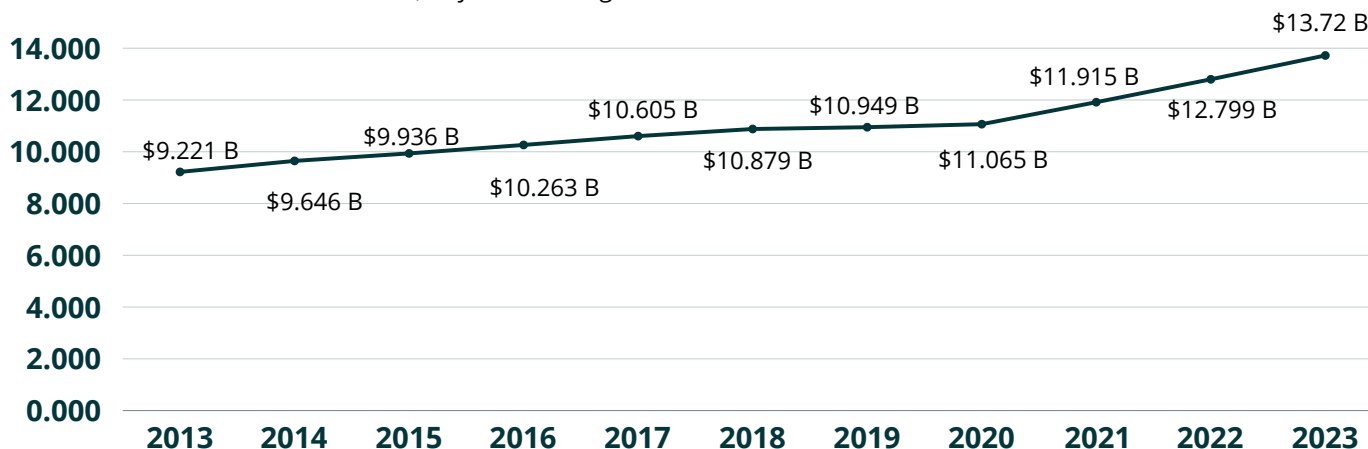


27 2023 Housing Starts **195** ↓ 42.3% one year change

Corresponding references for MDP Outcome Indicator data found on pages 48-51

Total Assessed Property Value by Sector: Residential

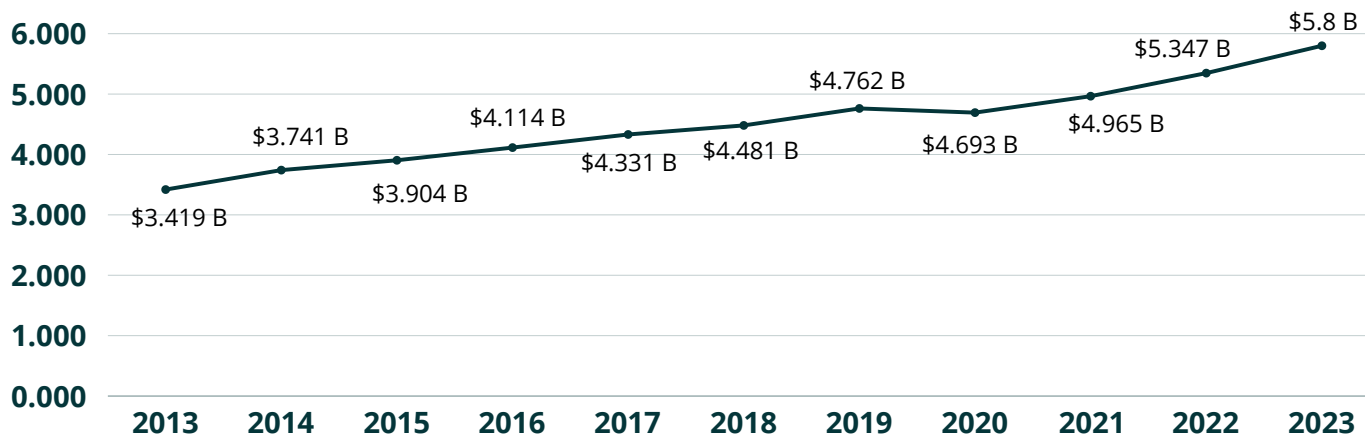
Source: Taxation & Assessment, City of Lethbridge - current as of Mar 2024



28 2023 Total Assessed Property Value by Sector: Residential **\$13.72 B** ↑ 7.2% one year change

Total Assessed Property Value by Sector: Non-Residential

Source: Taxation & Assessment, City of Lethbridge - current as of Mar 2024



29 2023 Total Assessed Property Value by Sector: Non-Residential **\$5.8 B** ↑ 8.5% one year change

Other Lagging Indicators

30 2023 Total Assessed Property Value by Sector: Farmland **\$0.002 B** ➡ no change

31 2023 Total Assessed Property Value: All Sectors **\$20.22 B** ↑ 7.7% one year change

32 2023 Number of conventions and conferences held **15** *Change over time not available

33 2023 Debt Service Ratio **5.38%** ↓ 5.6% one year change

34 2023 Food Bank Visits **17,498** ↑ 22% one year change

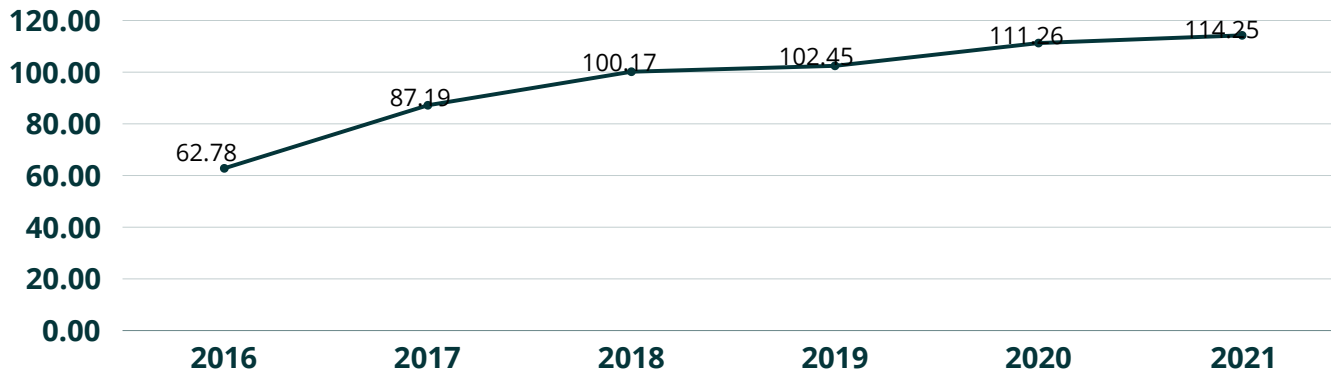
Outcome: A Healthy and Diverse City

A healthy and diverse city prioritises health-supporting developments and the wellbeing of all residents.

Key Leading Indicators

Violent Crime Severity Index

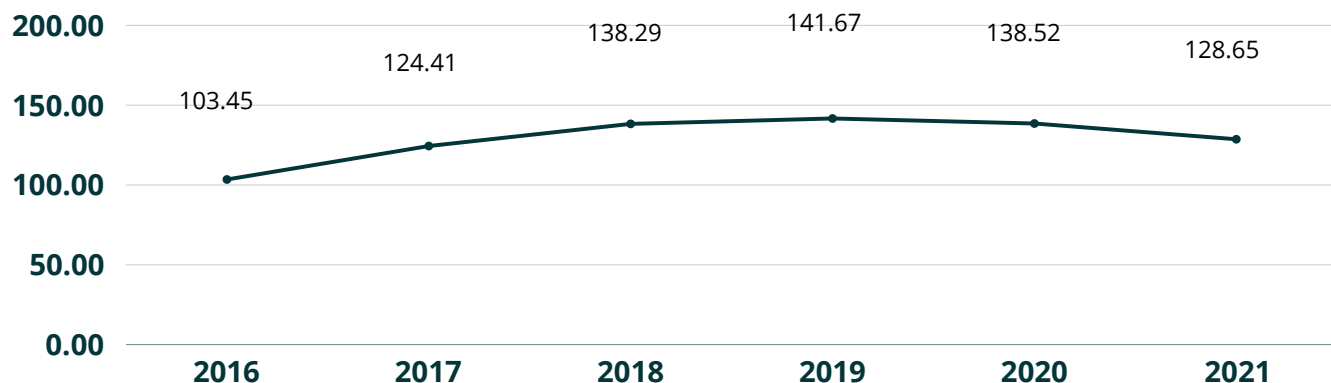
Source: Lethbridge Police Services



35 2021 Violent Crime Severity Index **114.25** ↑2.7% one year change

Crime Severity Index

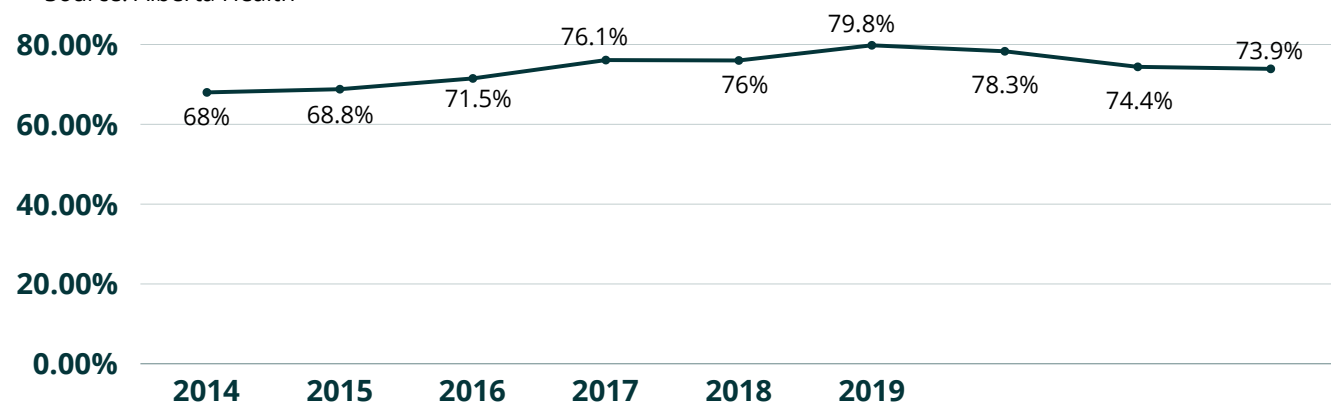
Source: Lethbridge Police Services



36 2021 Crime Severity Index **128.65** ↓7.1% one year change

Immunisation by Age 2

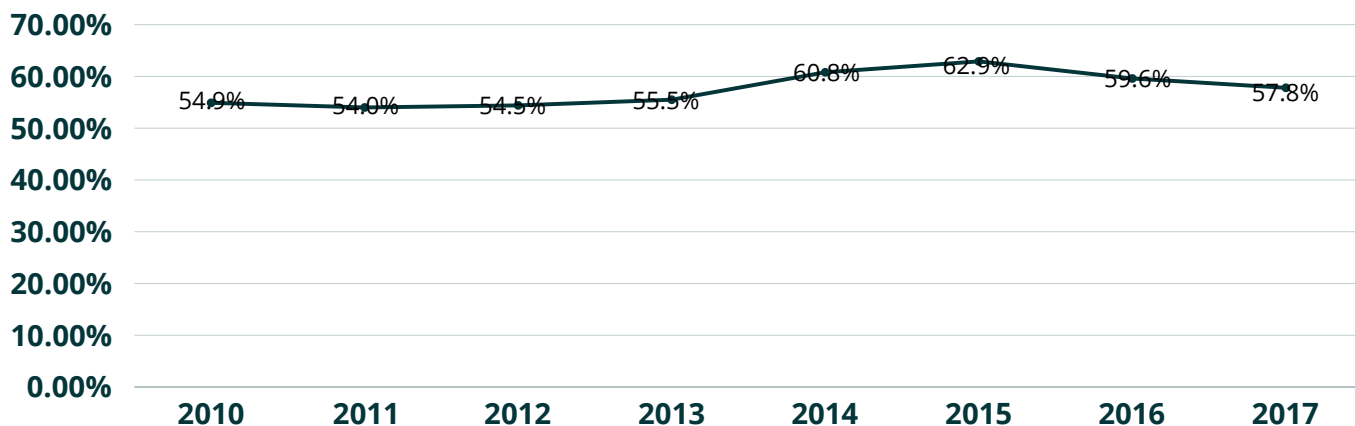
Source: Alberta Health



37 2022 Immunisation by Age 2 **73.9%** ↓0.7% one year change

Self-reporting as Overweight

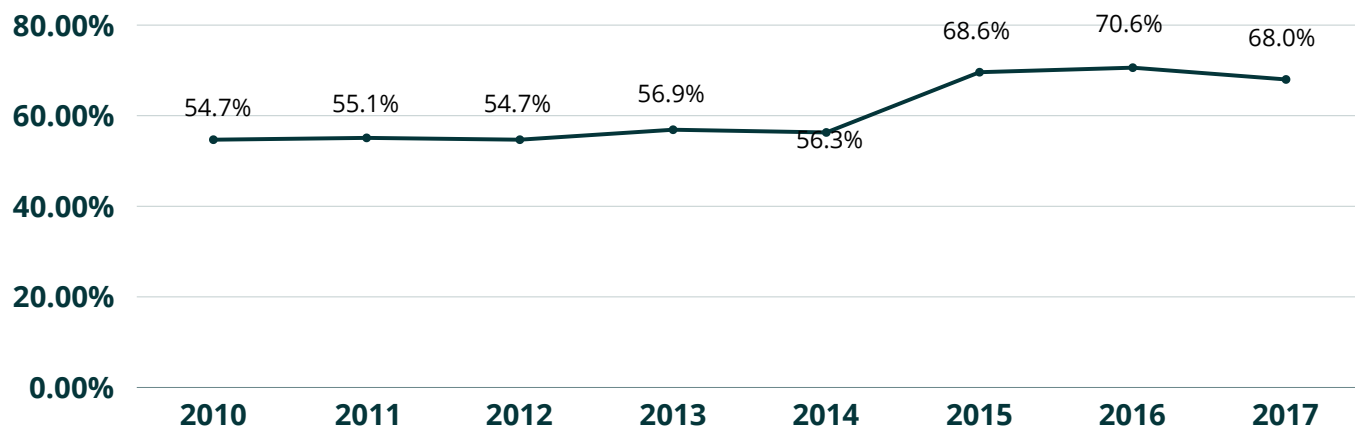
Source: Alberta Health



38 2017 Self-reporting as Overweight **57.8%** ↓1.8% one year change

Physical Activity

Source: Alberta Health



39 2017 Physical Activity **68%** ↓2.6% one year change

Other Leading Indicators

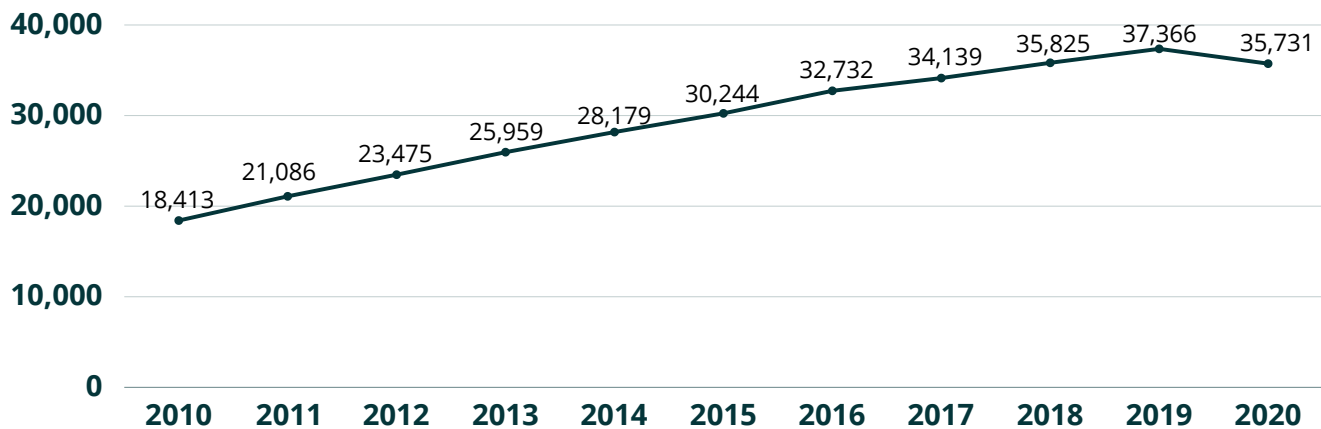
40 2014 Heavy Drinkers **20.1%** ↓0.9% one year change

41 2021 High School Graduation Rate **83%** *no change since 2016

Key Lagging Indicators

Emergency Department Visits Due to Substance Related Disorders

Source: Alberta Health



- 42 2020 Emergency Department Visits Due to Substance Related Disorders **35,731** ↓ 4.4% one year change
- 43 2022 Overall Quality of Life Rated as 'very good' or 'good' **90%** ↓ 4% two year change
- 44 2018 Average Life Expectancy **80.9 years** ↑ 0.1% one year change
- 45 2021 Percentage of Households in Core Housing Need **26.5%** ↑ 4.96% five year change
- 46 2021 Child Poverty Rate **12%** ↓ 3% one year change

Other Lagging Indicators

- 47 2023 City Employee Cultural and Gender Diversity **65%** ↓ 1.5% one year change
% of employees male
- 48 2023 City Employee Cultural and Gender Diversity **35%** ↑ 2.9% one year change
% of employees female
- 49 2023 Council and BCCs Gender and Cultural Diversity **29** ↑ 81% change over one year
BCC male applicants
- 50 2023 Council and BCCs Gender and Cultural Diversity **39** ↑ 254.5% one year change
BCC female applicants
- 51 2023 Council and BCCs Gender and Cultural Diversity **6** ↑ 600% change over one year (note: data not recorded in prior years)
BCC other applicants
- 52 2022 Satisfaction with Police Services **73%** ↓ 8% two year change
- 53 2014 Sense of Belonging **71.9%** ↑ 1.6% one year change

Corresponding references for MDP Outcome Indicator data found on pages 48-51

Outcome: A Culturally Vibrant City

A culturally vibrant city supports the creation of a thriving, dynamic environment that exudes a sense of place and of community identity and belonging.

Key Leading Indicators

54 2021 % Visible Minority **13.5%**  0.9% five year change
non-white & do not report being Aboriginal

Other Leading Indicators

55 2023 New Public Art Installations **10**  400% one year change (increase reflects vinyl wrap projects which were not counted in previous year, but were included for 2023)
number of installations

56 2023 New Public Art Installations **\$217,695**  17.7% one year change
value of installations

57 2022 Public Art CIP Funding **\$5,000** * no change over one year

Key Lagging Indicators

58 2022 Satisfaction with City Recreational Facilities **89%**  3% two year change

59 2022 Satisfaction with City Arts & Culture Facilities **81%**  3% two year change

60 2022 Satisfaction with Libraries **88%**  2% two year change

Other Lagging Indicators

61 2023 No. of New Municipal Historic Resource Designations **0** *no change over one year

62 2023 Municipal Historic Resource Interventions **6**  50% two year change
number of Intervention Approvals issued

63 2016 Provincial Heritage Grants **3**  50% one year change
number received by the City

64 2016 Provincial Heritage Grants **\$122,510**  46.1% one year change
value received by the City

65 2016 Provincial Heritage Grants **5**  150% one year change
number received by non-City owners

66 2016 Provincial Heritage Grants **\$33,720**  38.1% one year change
value received by non-City owners

Outcome: A Well-Designed City

A well-designed city strives to enhance and sustain a quality built environment.

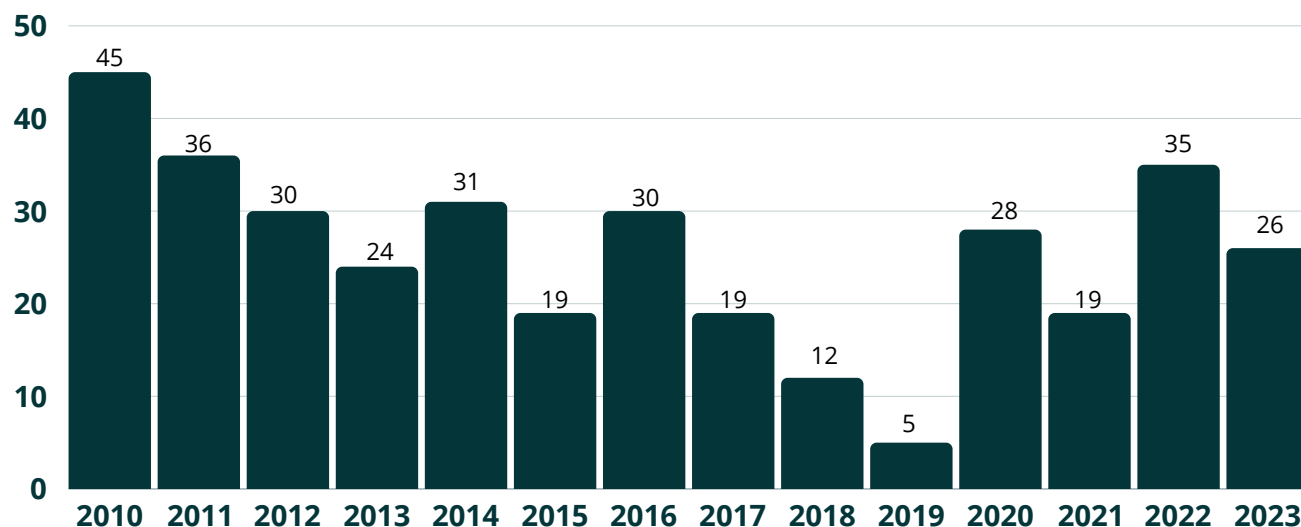
Leading Indicators

67	2023 Share of Residential Dwelling Unit Growth 39 by housing classification: Apt/Condo/Multi-Family	↓51.9% one year change
68	2023 Share of Residential Dwelling Unit Growth 2 by housing classification: Duplex	↑95.7% one year change
69	2023 Share of Residential Dwelling Unit Growth 0 by housing classification: Mobile/Manufactured Homes	*no change over one year
70	2023 Share of Residential Dwelling Unit Growth 137 by housing classification: Single Family Homes	↓34.8% one year change
71	2023 Share of Residential Dwelling Unit Growth 17 by housing classification: Secondary Suites	↑1600% one year change (note: only 1 Secondary Suite recorded in 2022)
72	2023 Cross River Trips 78,900	↑3.7% one year change
73	2023 Unsightly premises enforcement 174	↓7% one year change

Key Lagging Indicators

Severe Injury Collisions

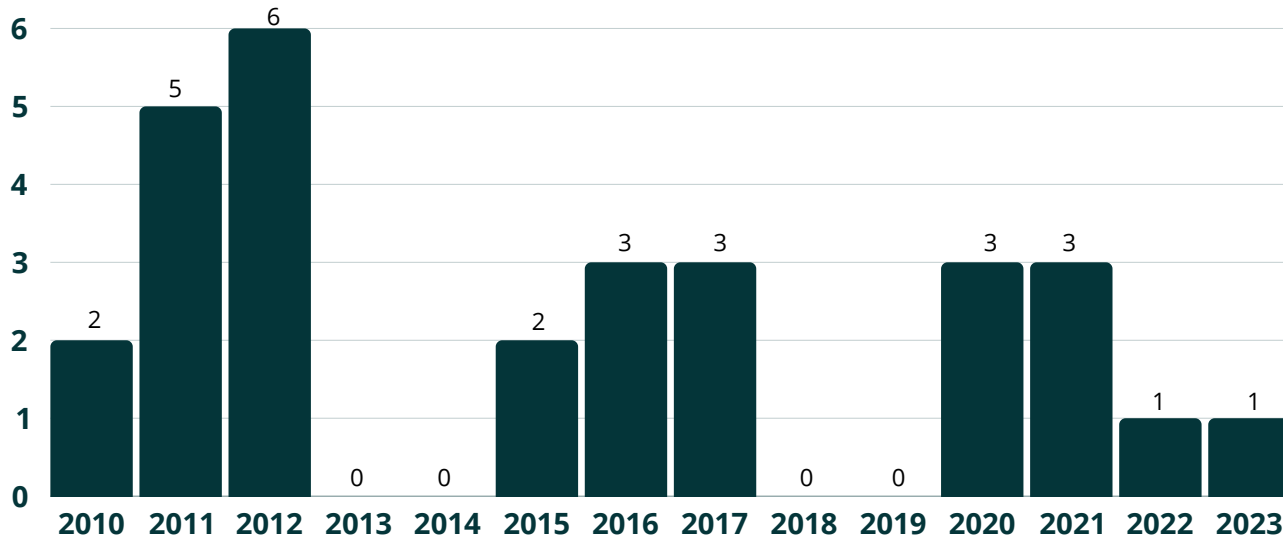
Source: Alberta Transportation



74	2023 Severe Injury Collisions 26	↓25.7% one year change
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Fatal Collisions

Source: Alberta Transportation



75 2023 Fatal Collisions **1** *no one year change

76 2023 Cyclist Collisions **31** ↑ **158.3%** one year change

77 2023 Pedestrian Collisions **42** ↑ **35.5%** one year change

78 2022 Satisfaction with Land Use and Community Planning **78%** ↓ **4%** two year change

79 2022 Satisfaction with Maintenance, Cleaning, and Upgrading of Streets and Sidewalks **75%** ↓ **8%** two year change

80 2022 Satisfaction with City Trails and Pathways System **93%** ↑ **2%** two year change

81 2022 Satisfaction with Parks and Open Spaces **88%** ↓ **6%** one year change

Other Lagging Indicators

82 2022 Hectares of Park Space - Total Greenspace **2,964** *change over time not available

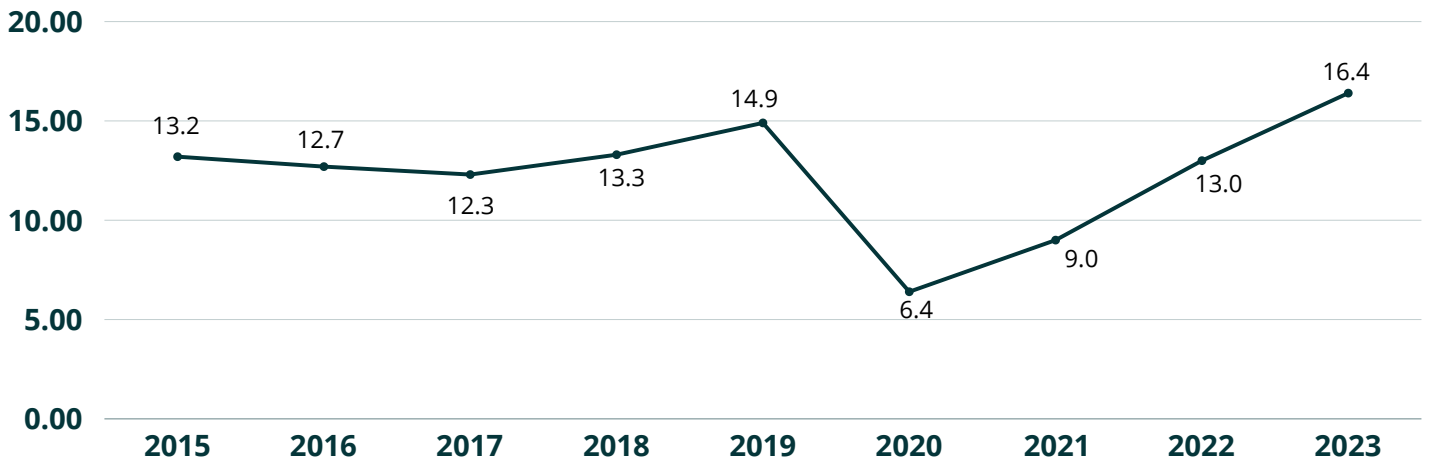
83 2022 Hectares of Park Space - Natural Areas **2,041** *change over time not available

84 2022 Hectares of Park Space - Actively Maintained by Parks **841** *change over time not available

85 2022 Hectares of Park Space - Leased Sites and Maintained by Others Maintained by Parks **82** *change over time not available

Public Transit Trips (per capita)

Source: City of Lethbridge, Transit



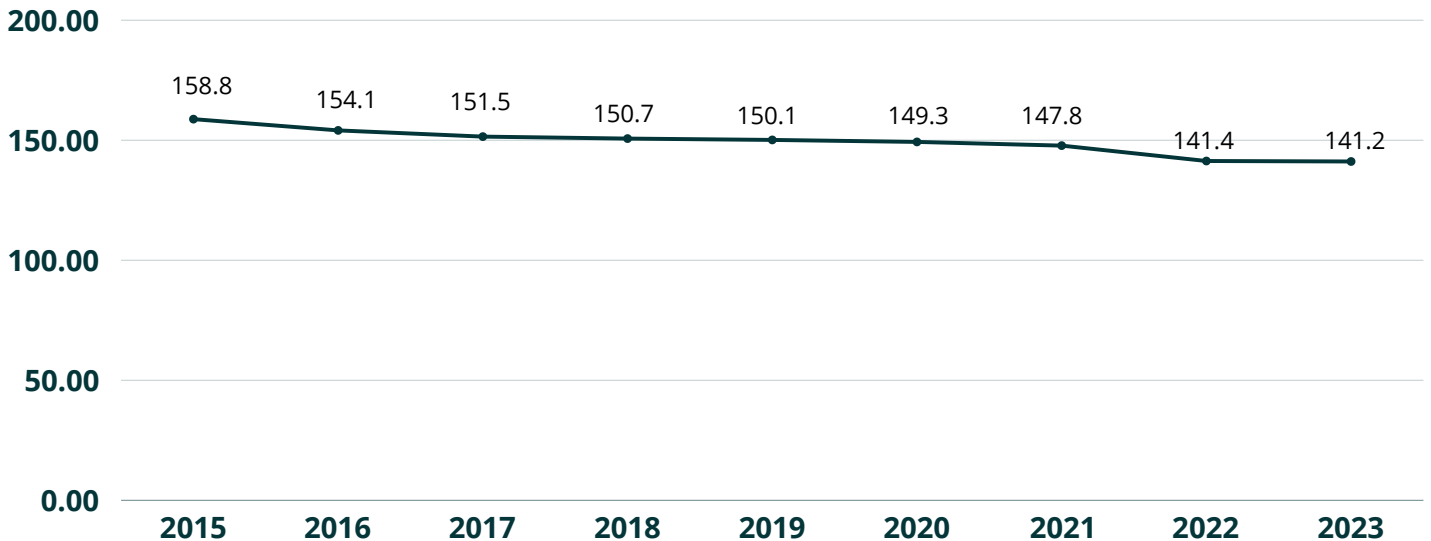
86 2023 Public Transit Trips Per Capita **16.4** ↑26.2% one year change

87 2021 Kilometres of Cycling Lanes Created **3.4** ↑118.2% one year change

88 2021 Cycling Ridership **0.95%** ↓0.45% five year change

Gaps in Sidewalk Network (km's)

Source: City of Lethbridge, Transportation



89 2023 Kilometres of Gaps in the Sidewalk Network **141.2** ↓0.1% one year change

90 2023 Number of Missing Pedestrian Accessibility Ramps **270** * no change in one year

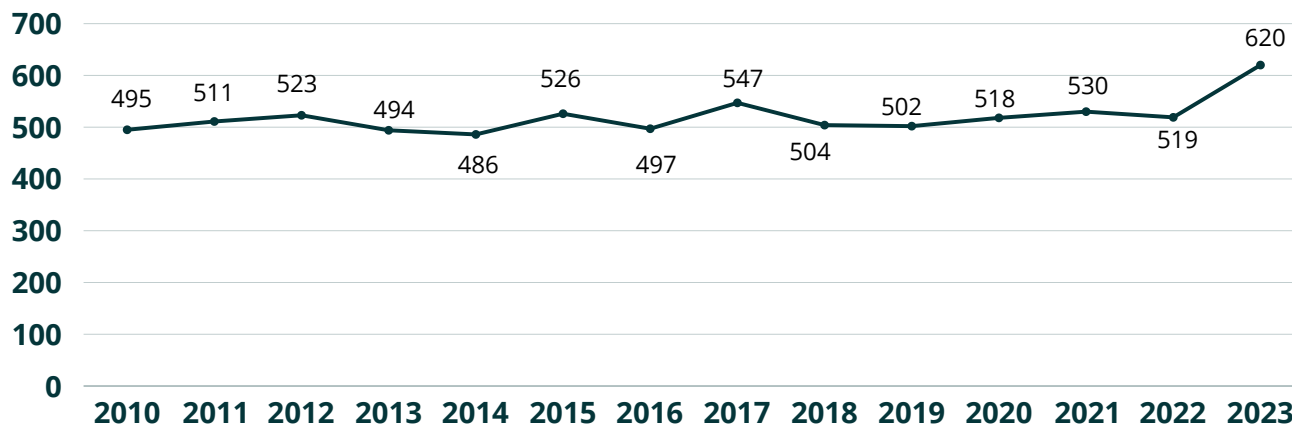
Outcome: An Environmentally Responsible City

An environmentally responsible community strives to enhance and sustain the natural environment.

Key Leading Indicators

City Total Water Consumption: City Per Capita (litres/capita/day)

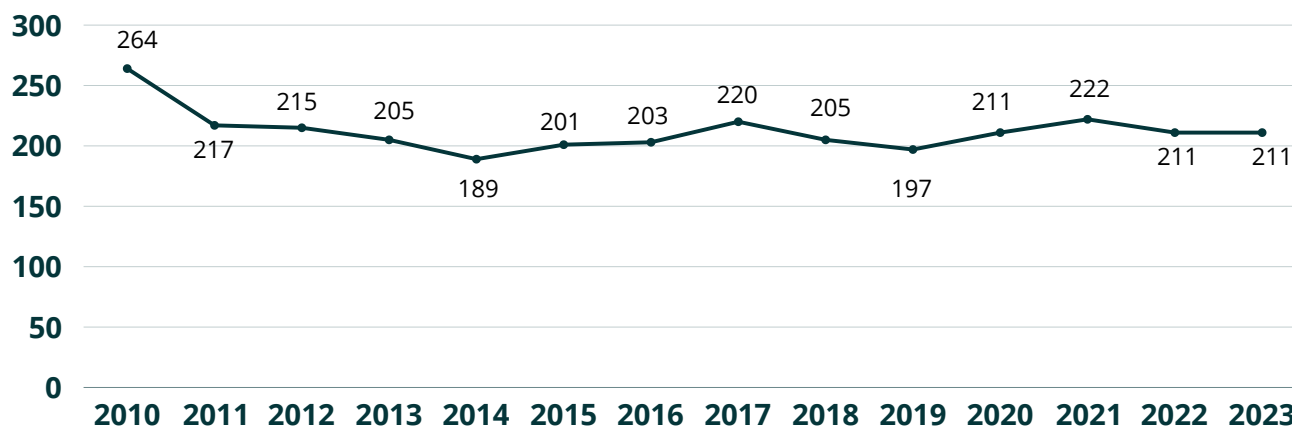
Source: Water, Wastewater and Stormwater, City of Lethbridge



91 2023 City Total Water Consumption: City Per Capita **620 L/C/D** ↑ 19.4% one year change

City Residential Water Consumption: Residential Per Capital (litres/capita/day)





Source: Water, Wastewater and Stormwater, City of Lethbridge



92 2023 Water Consumption: Residential Per Capital **211 L/C/D** *No change over one year

93 2023 Average Monthly Electricity Consumption Per Household **750 kWh/month** *No over time not available

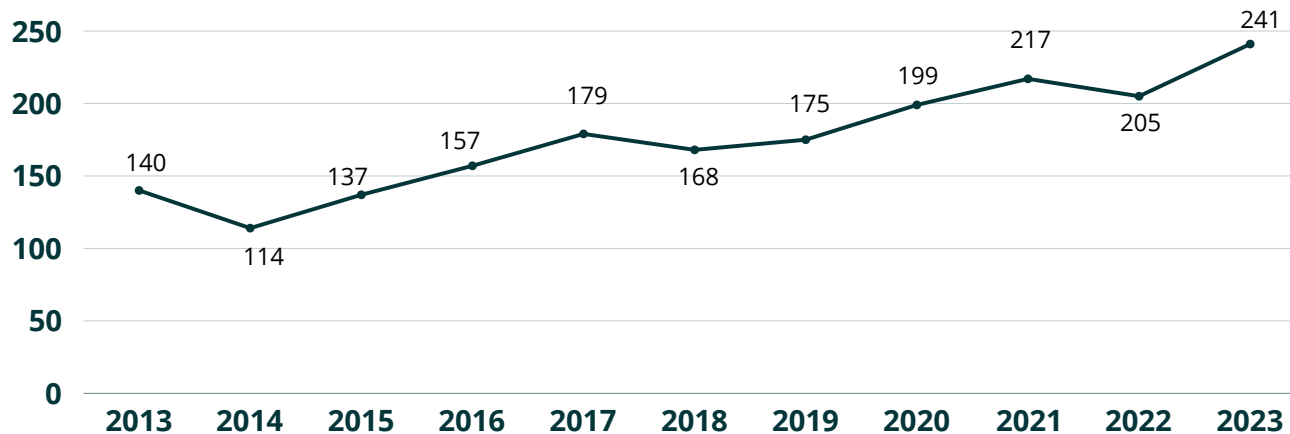
Other Leading Indicators

94	2023 Water Consumption: City Total 24,141,000 m³/year  25.1% one year change
95	2023 Water Consumption: Residential Total 8,220,000 m³/year  4.9% one year change
96	2023 Water Consumption: Regional Total 28,367,000 m³/year  21.4% one year change
97	2021 Water Consumption: Regional Per Capita 539 L/C/D  3.1% one year change
98	2023 Number of Plant and Animal Species at-Risk - Endangered Species 6 *no change over one year
99	2023 Number of Plant and Animal Species at-Risk - Threatened Species 4 *no change over one year
100	2023 Number of Plant and Animal Species at-risk - Special Concern Species 9 *no change over one year
101	2023 Number of Plant and Animal Species at-risk - Sensitive Species 3 *no change over one year
102	2022 City Water Consumption for Parks Irrigation - Potable 58.6% *change over time not available
103	2022 City Water Consumption for Parks Irrigation - Canal 39.2% *change over time not available
104	2022 City Water Consumption for Parks Irrigation - Effluent 2% *change over time not available
105	2022 City Water Consumption for Parks Irrigation - Ground Water 0.3% *change over time not available
106	2022 Renewable Electricity Microgeneration Capacity 3,499kW *change over time not available

Key Lagging Indicators

Waste Diversion - Kg/capita

Source: Waste and Recycling, City of Lethbridge



107

2023 Waste diversion **241 kg Per Capita**

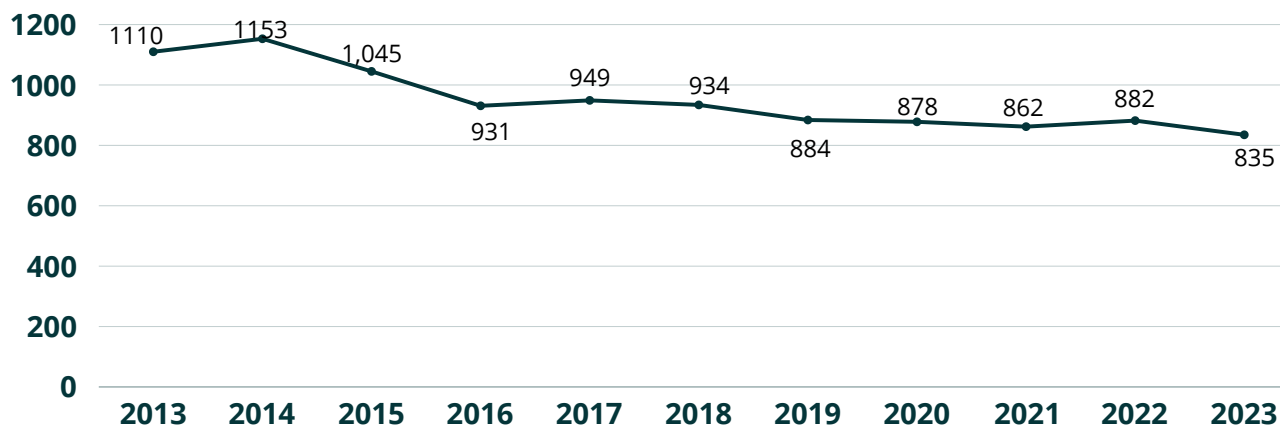
Including Recycling & Organics



17.6% one year change

Waste Generation - Garbage (Tonnes)

Source: Waste and Recycling, City of Lethbridge



108

2023 Waste Generation (Garbage) **839 Tonnes**



4.9% one year change

109

2021 Community Greenhouse Gas Emissions **49,859 tCO2e**

(CO2 equivalent emissions)



24.9% one year change

110

2022 Corporate Renewable Electricity Microgeneration Capacity **315 kW** *no change over one year

Other Lagging Indicators

111

2019 Tree Canopy Coverage **7%**



1% four year change

112

2023 Weight of Construction and Commercial Material Recycled at W&R Centre **6,617 Tonnes**



6.7% one year change

Outcome: A City that Supports the Region

A city that supports the region works to ensure it contributes towards shared regional objectives.

Key Leading Indicators

113 2021 Net Commuter Flow **1,020** ↓ 48.3% five year change

Other Leading Indicators

114 2023 Total Annual Passengers at the Lethbridge Airport **42,034** ↑ 32.8% one year change

115 2023 Total Annual Aircraft Movements at the Lethbridge Airport **1,580** ↑ 31.8% one year change

116 2021 Population Outside of City of Lethbridge Supplied by City of Lethbridge Water **16,910** ↑ 3% one year change

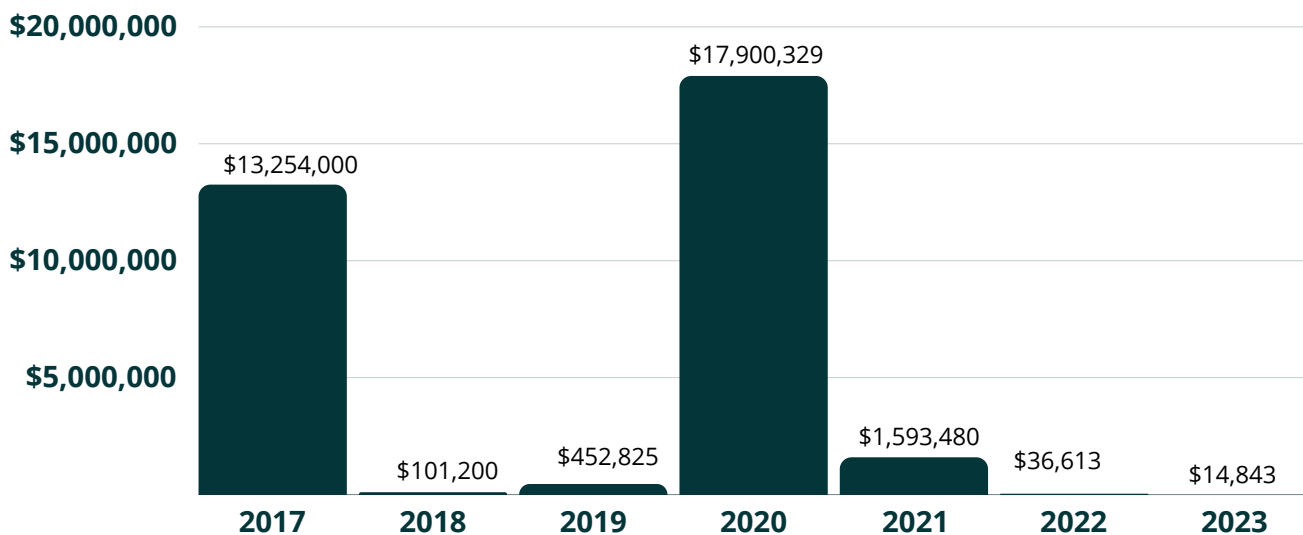
117 2023 Number of Meetings with Neighbouring Municipalities **2** ↓ *no change over one year

118 2023 Agreements for Shared Services Across Jurisdictions **16** *no change over one year

Key Lagging Indicators

Total Value of Regional Grants Received

Source: Corporate Grant Administrator, City of Lethbridge



119 2023 Total Value of Regional Grants Received **\$14, 843** ↓ 59.5% one year change

MDP Annual Report Glossary

- **Employment rate** is the number of employed persons expressed as a percentage of the population aged 15 years and over.
- **Participation rate** is the total labour force expressed as a percentage of the population aged 15 years and over.
- **Unemployment rate** is the number of unemployed persons expressed as a percentage of the labour force.
- **City GDP** measures the monetary value of final goods and services—that is, those that are bought by the final user—produced in a city in a given period of time.
- **Median family income**, the median divides the income distribution into two equal parts: one-half of the cases falling below the median income and one-half above the median. For households and families, the median income is based on the distribution of the total number of households and families including those with no income.
- **Debt service ratio** is the sum of the total payments relating to all mortgage and non-mortgage loans outstanding divided by total household.
- **Number of hazard risk & vulnerability assessments (HRVA)** are created to help a community make risk-based choices to address vulnerabilities, mitigate hazards and prepare for response to, and recovery from, a range of hazard events.
- **Total average residential density** is the total number of dwellings per hectare.
- **Transportation mode share** measures the percentage of travelers using a particular type of transportation.
- **Greenhouse gas emissions** are harmful gases generated from human activities that strengthen the greenhouse effect.
- **Waste diversion** is when resources and materials are diverted from the landfill through prevention, reduction, recycling, reuse and composting.
- **Corporate renewable electricity microgeneration** is the electricity generated from renewable energy sources.
- **Net commuter flow** is the number of individuals commuting into the city to work minus the number of residents leaving the city to work elsewhere.

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