

Bylaw 19/2025 – Process to Create a School Site

The process to create a school site may begin after an Area Structure Plan and a Neighbourhood Plan have both been approved, and is as follows:

- An approved Area Structure Plan (ASP) exists.
- An approved Neighbourhood Plan (NP) exists.
- A developer applies, under the Land Use Bylaw (LUB), to district the land the Public, Private, and Institutional Service (PSI) District, which permits park and school as uses.
- A developer applies to subdivide the parcel, which cannot exceed 10% Municipal Reserve (MR), from the large land mass.
- The Subdivision Authority issues conditions of subdivision that include entering into a Development Agreement, which has the developer bring services and roadways to the site. When a site cannot be serviced a subdivision can be denied.
- A developer applies to endorse the subdivision, which means they have met the conditions of subdivision, and the site has services and roadway access.
- At the time of registration of the subdivision with the Land Titles Office, the surveyor designates the land as Municipal Reserve (MR).
- The process in the School Site Allocation Agreement or Joint Use and Planning Agreement (as applicable) is followed for a site to be allocated to a school district and to build a school.
- After Alberta Infrastructure has built the school, another subdivision is undertaken by the City, to create two parcels. One parcel is where the school building is located, and the second parcel is for the City's public park.
- The school site portion, through the City-led subdivision, will be designated as School Reserve (SR) (as per MGA designation).
- When the subdivision is registered at the Land Titles Office, land is transferred from the City to the designated school board.
- The school site remains as the PSI District under the Land Use Bylaw.
- The remainder of the land is then redistricted to the Public Park (PRK) District, undertaken by the City, and stays as MR (as per MGA designation).