

Request for Urban Expansion - Process

The process for developing lands within the fringe area requiring an urban expansion is divided into three phases; developer request, annexation or intermunicipal agreement, and regulatory approvals. **Although the process is presented as linear, the second and third phases may run concurrently.**

Phase 1: Developer Request (3-6 months)

- Developers submit request for urban expansion to the Brandon & Area Planning District (BAPD) Board;
- Board reviews request and forwards to effected Intermunicipal Committee (IC) with recommendation based on compliance with policies in the Development Plan and the Growth Strategy;
- Intermunicipal Committee (IC) meets to determine whether request is supportable;
- If request is deemed supportable, the IC enters into a Memorandum of Understanding (MOU) with the interested developers to formalize roles, responsibilities, commitments and expectations for the process.



Phase 2: Intermunicipal Agreement (2-4 months)

- IC determines that an intermunicipal agreement is more appropriate to accommodate request;
- Intermunicipal agreement may be a precursor to annexation;
- Legal counsel to draft the final agreement;
- Agreement signed by both affected municipalities.

Phase 2: Annexation Agreement (6-12 Months)

- IC determines that an annexation agreement is more appropriate to accommodate request;
- Annexation process is completed in accordance with Subdivision 4 of The Municipal Act;
- Legal counsel to draft the final agreement;
- Agreement signed by both affected municipalities.



Phase 3: Regulatory Approvals (12-18 Months)

- Development Plan By-law amendment to appropriate land use designation to allow for development to occur;
- Secondary Plan By-law adopted to provide a development framework for area (if applicable);
- Neighbourhood Plan adopted through resolution of affect municipality to provide a detailed development layout for specific area within the Secondary Plan (if applicable);
- Subdivision and Rezoning of the first phase of development within the Neighbourhood Plan.