



**MUNICIPAL PLAN  
BY-LAW #704-20**

**DRAFT FOR LEGISLATIVE PROCESS  
FEBRUARY 12, 2020**

**MUNICIPAL PLAN BY-LAW  
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The Council of The Town of Sussex under authority vested in it by Section 24 of the Community Planning Act enacts as follows:

1.
  - i) A Municipal Plan for the physical development and improvement of the municipality is hereby adopted.
  - ii) The document entitled "Municipal Plan By-Law #704-20" dated April 2020, constitutes the Municipal Plan mentioned herein in subsection (1).

**2. PLURAL OR FEMININE TERMS**

Plural or feminine terms may apply whenever the singular, masculine or feminine is used in this By-law. It shall be considered as if the plural, feminine or masculine has been used where the context of the party or parties hereto so requires.

**3. VALIDITY**

The invalidity of any section, clause, sentence or provision of this By-law shall not affect the validity of any other part of this By-law which can be given effect without such invalid part or parts.

**4. REPEAL**

- i) A By-law entitled "Municipal Plan By-Law, By-Law #704-10," enacted on March 21, 2011 and amendments thereto is hereby repealed.
- ii) A repeal of the By-law designated in subsection (i) thereof shall not affect any penalty, forfeiture or liability, incurred before such repeal or any proceeding for enforcing the same, completed or pending, at the time of repeal, nor shall it repeal, defeat, disturb, invalidate or prejudicially affect any matter of thing whatsoever completed, existing or pending, at the time of repeal.

READ FIRST TIME BY TITLE:

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READ SECOND TIME BY TITLE:

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READ IN ENTIRETY:

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READ THIRD TIME BY TITLE  
AND ENACTED:

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TOWN CLERK

\_\_\_\_\_  
MAYOR

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# 1. ADMINISTRATION

This Municipal Plan has been prepared in accordance with Sections 24 to 27 of the New Brunswick Community Planning Act, SNB 2017, c. 19 (the “CPA”). The CPA requires municipalities to prepare a Municipal Plan to guide decisions affecting land use and to review those plans every 10 years. Section 27 of the CPA explains that the adoption of a municipal plan does not commit a municipality or the Province to undertake a proposal outlined in the plan but prevents the undertaking of a development in any manner inconsistent with a proposal or policy outlined or suggested in the plan.

A Municipal Plan is a living document and may be amended from time to time as determined to be appropriate by Town Council. The Municipal Plan is implemented through actioning the policies that lie within and through the Zoning and Subdivision By-laws. Should a conflict exist between the Municipal Plan and the Zoning or Subdivision By-law, the Municipal Plan prevails.

# 2. INTRODUCTION

## 2.1 PREFACE

The following document represents an extensive review and update to the Town of Sussex’s (the Town) 2011 Municipal Plan. The Municipal Plan (the Plan) that follows is the culmination of extensive public and stakeholder engagement, best practice review, and conditions analysis. The results are a guiding policy document which will enable Council to make sound and representative decisions affecting development and growth in the Town over the next 10 years.

## 2.2 HOW TO READ THE PLAN

The Plan can be read in sequential order, from start to finish or readers can seek out information by section. The Plan is presented in the following sections for ease of reading:

### ***Section 1: Administration***

This section explains the legislative framework which requires the Town to have a municipal plan and the sections under which the Plan is adopted by Town Council.

### ***Section 2: Introduction***

This section provides an explanation of the process undertaken to create the Plan including the results of the engagement efforts. The Town’s vision is provided followed by the objectives which articulate how the Town intends to achieve the vision.

### ***Section 3: Land Use Designations***

This section presents the Town’s land use designations and explains how lands within the Town will be used to achieve the Town’s vision.

### ***Section 4: General Policies***

This section provides broad direction in key areas of interest derived from the engagement phase of the Plan process. Housing, Economic Development, Transportation, Town Services, Environment and Climate Change, Parks and Recreation, and Arts, Culture, and Tourism are the focused items provided in this section.

### ***Section 5: Implementation***

This section provided the framework by which the Plan will be enforced. Direction is provided to keep the Plan up to date and encourage adherence to the Plan over time.

### ***Appendices***

The Town's Future Land Use Map, a template for the Town's capital budget, and plan amendment instructions are found in the appendices of the document.

## **2.3 ENGAGEMENT RESULTS**

Community engagement took place between Summer, 2019 and Winter, 2020. The Town used online surveys, social media, public open houses, one-on-one stakeholder interviews, and focus groups with residents and stakeholders. An analysis of the feedback received led to the identification of key interest points which provide the foundation of this Plan.

1. The desire for an approach to affordable housing that would accommodate seniors, families, and new residents;
2. The desire to diversify the employment base and attract new sources of economic development;
3. The desire to build on the Town's history of high quality festivals to attract new, innovative festivals and events specifically to the historic downtown;
4. The desire to be a welcoming, inclusive community to newcomers;
5. The desire for the economy and the population to grow;
6. The desire to provide high quality, safe, and accessible public spaces including sidewalks, streets, trails, parks, and bike lanes; and
7. The desire to be prepared for and adapt to the effects of Climate Change.

## **2.4 MUNICIPAL PLAN VISION**

A direction for the Town's approach to nurturing community and managing land use was created using the public feedback collected throughout the engagement phase of this Plan. The vision focuses on providing a good quality of life for all residents and ensuring responsible and sustainable growth and development is the priority over the lifespan of the Plan.

The Town's vision for this Plan is:

The Town of Sussex is a welcoming and complete community which respects its heritage while forging an exciting path to the future. It offers residents an enhanced quality of life through scenic views, historic architecture, well-appointed parks and recreation facilities, and a growing list of amenities and services. As the Town continues

to evolve, it balances its small town atmosphere with sustainable economic development, positioning itself as a great place to call home.

## **2.5 MUNICIPAL PLAN OBJECTIVES**

The following objectives direct a path to achieving the Town's vision. These objectives act as guiding principles for the Plan. They articulate the steps that, if undertaken, will realize the Town's vision.

The objectives of the Plan are:

1. Provide for orderly development without sacrificing the values and needs of the community;
2. Increase density in a responsible manner through the provision of a thoughtful and appropriate mix of housing types throughout the Town which are responsive to a broad range of the population including seniors, renters, and families;
3. Foster a high quality public realm, creating a safe and enjoyable pedestrian experience;
4. Facilitate a community that allows residents to age in place;
5. Provide for agricultural land within the Town for active farms to continue the rich agricultural heritage that shaped the Town;
6. Support the Downtown as the Town's centre and the hub for festivals, events, and small business;
7. Provide a framework for the efficient movement of people, goods, and services through the Town; and
8. Provide a framework for adapting to a changing climate including the preservation and mitigation of environmentally sensitive and valuable lands.

## **3. LAND USE DESIGNATIONS**

The following sections detail the use of lands within the Town including projected future land use. Defining Future Land Uses for all lands within the Town in a way that responds to the community's vision adds clarity for developers, property owners, residents, business owners, and potential investors. The Town's Future Land Uses are provided through land use designations within the Future Land Use Map in Schedule A. The Future Land Use Map provides a reasonable framework for how the Town will evolve through the lifetime of the Plan. Should Town Council wish to explore annexation of surrounding lands and communities, an amendment to the Plan to include and plan for land use in these areas will be required. Any new areas incorporated into the Town's boundary will be subject to the policies of this Plan.

The land use designations within the Town and delineated on the Future Land Use map

in Schedule A are:

- Neighbourhood Residential
- Medium to High Density Residential
- Downtown Core
- General Commercial
- Industrial
- Agricultural
- Green Belt
- Parks, Recreation, and Open Space
- Institutional and Community Services
- Federal Lands

LU-1 Council shall adopt the Future Land Use Map (Schedule A) to direct future development that supports the Town's vision for the community.

LU-2 Council shall consider schools, churches, and other community use facilities as appropriate in any land use designation and shall provide for their appropriate siting through provisions in the Zoning By-law.

LU-3 Council shall ensure all proposed development is in keeping with the Zoning, Subdivision, Water and Sewerage By-laws and any other Town by-laws deemed relevant to assessing an application.

## **3.1 RESIDENTIAL**

### **3.1.1 Neighbourhood Residential**

The Neighbourhood Residential land use designation is applied to the Town's existing residential areas. These areas represent intact neighbourhood patterns with predominantly single dwellings, townhouses, and row houses. It is expected that areas with predominantly single family dwellings will evolve over time. This land use designation allows for flexibility while protecting neighbourhood character. As these areas evolve and demand for multi-unit buildings increase, higher density developments may be appropriately sited on the periphery of established neighbourhoods.

LU-4 Council shall create the Neighbourhood Residential land use designation on the Future Land Use Map (Schedule A).

LU-5 Council shall provide for a mix of residential housing types in the Neighbourhood Residential land use designation through appropriate land use provisions in the Zoning By-law.

LU-6 Council shall encourage new residential development within the Neighbourhood Residential land use designation to be respectful of the neighbourhood character of the area through sensitive design and landscape considerations.

LU-7 Council shall, where possible, provide for increasingly dense housing types close to neighbourhood entrances, serviced by collector or arterial streets.

LU-8 Council shall provide for neighbourhood commercial and home occupation uses within the Neighbourhood Residential land use designation through provisions in the Zoning By-law.

### **3.1.2 Medium to High Density Residential**

The Medium to High Density Residential land use designation is applied to areas where multi-unit dwellings exist or where existing infrastructure is suited to the siting of increased density. Appropriate areas may include those near collector or arterial streets where the impact of increased traffic would be minimal; areas near clustered services like retail, health, and education services; and areas representing transitions between residential and commercial uses. More dense housing types will allow for more efficient use of land while also accommodating a broader range of the Town's population.

LU-9 Council shall create the Medium to High Density Residential land use designation on the Future Land Use Map (Schedule A).

LU-10 Council shall provide for an appropriate mix of multi-unit residential housing types in the Medium to High Density land use designation through appropriate provisions in the Zoning By-law.

LU-11 Council shall encourage increasingly dense, multi-unit housing types in appropriately designated areas to ensure effective and efficient use of land and infrastructure while limiting impacts on lower density, residential neighbourhood and local streets.

LU-12 Should a single family dwelling be proposed in the Medium to High Density Residential land use designation, Council shall ensure the development:

- a. Has frontage on a local road with the proposed dwelling oriented towards the local road;
- b. Is flanked by single dwellings;
- c. Is proposed on a lot which is found to be undersized according to the standards prescribed in the Zoning By-law;
- d. Should the adjacent lot be vacant, the single dwelling be oriented towards the local road upon which it has frontage;

Should the proposed single family development not meet the above criteria, an amendment to the Future Land Use Map (Schedule A) to redesignate the proposed site will be required.

LU-13 Council shall provide for neighbourhood commercial uses within the Medium to High Density Residential land use designation through provisions in the Zoning By-law.



## **3.2 COMMERCIAL**

### **3.2.1 Downtown Core**

The historic Downtown is the cultural centre of the Town and is home to a strong contingent of small businesses including shops, restaurants, and personal services. Residents take pride in their Downtown and identified it as a priority during the engagement phases of this Plan. There is recognition that the vitality of the Downtown is reflective of the capacity for the Town to meet and exceed its potential. With this in mind, the Town can play a significant role in revitalizing the Downtown, including exploring façade improvement programs, directing urban design interventions to the Downtown built environment, and providing a schedule for routine maintenance and operations (such as sidewalk clearing) in the area. The Downtown Commercial land use designation captures the importance of the Town's Downtown and directs a broad range of residential and commercial uses facilitating a development pattern that reflects the traditional mixed use common in historic downtowns.

LU-14 Council shall create the Downtown Commercial land use designation on the Future Land Use Map (Schedule A).

LU-15 Council shall provide for an appropriate mix of land uses in the Downtown Commercial land use designation through appropriate provisions in the Zoning By-law.

LU-16 Council shall recognize the Town's Downtown as a significant community place and an important economic, social, and cultural centre through encouraging new developments to respect the historic character of the area.

LU-17 Council shall explore new approaches to revitalization and infill development in the Downtown Commercial land use designation to encourage the long term vitality of the area.

### **3.2.3 General Commercial**

Commercial lands outside of the Downtown are designated Commercial General. This allows for more flexibility when applying provisions of the Zoning By-law and encourages a wider range of land uses throughout the Town. As the Town's economy continues to evolve, it will be increasingly important to be responsive to the changing needs of employers and employees. The Commercial General land use designation supports the Town's entrepreneurial spirit while supporting economic diversification.

LU-18 Council shall create the Commercial General land use designation on the Future Land Use Map (Schedule A).

LU-19 Council shall provide for an appropriate mix of land uses in the Commercial General land use designation through appropriate provisions in the Zoning By-law.

LU-20 Council shall encourage the future development of large format retail and service such as big-box retail development, to continue to be concentrated around Gateway Mall to encourage a regional service centre and to ensure the effective use of existing services and large parking pads.

### 3.3 INDUSTRIAL

Industrial lands are important to the Town's employment base and business attraction. The Town provides good quality, serviced lands for industrial development. Existing industrial development is concentrated in the Sussex Industrial Park and in the area North of Maple Avenue and West of Morrow Avenue. These areas have transportation challenges including access to the highway and intersections that are challenging to navigate for transport trucks and vehicles with wide loads. Land constraints are increasing as residential development is encroaching into areas traditionally designated for industrial uses. The development of an incorporated Industrial Park would provide substantial protections against the releasing of industrial lands for non-industrial uses.

LU-21 Council shall create the Industrial land use designation on the Future Land Use Map (Schedule A).

LU-22 Council shall provide for an appropriate mix of uses in the Industrial land use designation through appropriate provisions in the Zoning By-law.

LU-23 Council shall amend this Plan to designate the Sussex Industrial Park as its own land use designation upon it becoming incorporated.

LU-24 Council shall encourage the development and expansion of the Sussex Industrial Park when following criteria can be met in whole or in part:

- a. Proximity and accessibility to Highway 1;
- b. Minimal traffic impacts on existing residential neighbourhoods;
- c. Compatibility with existing land uses;
- d. Implementation of adequate storm water management and other necessary measures to minimize environmental degradation;
- e. High standard of landscaping in locations of high visibility at the street frontage; and
- f. The use of buffering with landscaping, berms, fencing and other means of permanent physical separation between industrial and non-industrial uses.

LU-25 Council shall not permit the development of offensive and noxious industry that will have a negative impact on the land, air, or water.

LU-26 Council shall work with the Provincial Government and the Regional Service Commission to direct industrial development to the Sussex Industrial Park by ensuring that proposed development is:

- a. environmentally sustainable;
- b. compatible with the pattern of land use within the Town;
- c. complimentary to the Town's industrial policies and strategy; and
- d. not adversely affecting the development of the Sussex Industrial Park.

LU-27 Council shall encourage the relocation of existing industrial uses, which are incompatible with surrounding land uses and shall:

- a. consider incentives to assist in relocating industry where possible; and
- b. encourage the redesignation and redevelopment of former industrial lands to more compatible land use designations.

### **3.4 AGRICULTURE**

Agriculture is the foundation upon which the Town was built. The area is rich in agricultural history and that history shapes the culture and image of the Town. There are limited operational farms within the Town's boundary however the lands surrounding are predominately agricultural lands. The Province of New Brunswick introduced their Agricultural Lands Protection Policy in 2017 which aimed to use land use planning tools to protect agricultural lands and enhance agricultural opportunity by limiting development encroachment. It targets the preservation of active and productive agricultural lands to ensure the longevity of the industry. The Agricultural Land Use Designation seeks to protect these lands from residential, commercial, and industrial encroachment over the lifespan of this Plan, preserving the Town's agricultural culture, and allow the area to be more adaptive and resilient to the effects of Climate Change.

LU-28 Council shall create the Agricultural land use designation on the Future Land Use Map (Schedule A) thereby preserving the existing farmland within the Town boundary.

LU-29 Council shall provide for an appropriate mix of land uses in the Agriculture land use designation through appropriate provisions in the Zoning By-law.

LU-30 Council shall encourage the preservation of operational farm land within the Town and limit residential, commercial, and industrial encroachment through the implementation of the policies within this Plan and the provisions of the Zoning By-law.

LU-31 Council shall encourage the conversion or reversion of farm land where land owners initiate the adaptation of vacant lands to active farm land.

### **3.5 GREEN BELT**

The Green Belt land use designation identifies areas throughout the Town which have environmental significance and must be managed to protect their integrity and function. Areas of scenic environmental and wildlife habitat, river banks, and wetlands are designated to limit land use intensity in these areas allowing minimal human interference to natural systems. Undeveloped areas prone to flooding may designated Green Belt where possible in an effort to limit risk to development and to allow for the natural recession of flood and storm waters.

LU-32 Council shall create the Green Belt land use designation on the Future Land Use Map (Schedule A) with the intention of protecting areas of environmental significance including but not limited to wetlands, river banks, waterbodies, and well fields and other potential drinking water sources.

LU-33 Council shall designate lands within 30 metres of water bodies as Green Belt in keeping with the Province of New Brunswick's Watercourse and Wetland Alteration Regulation – Clean Water Act.

LU-34 Council shall provide for an appropriate mix of passive land use in the Green Belt land use designation through appropriate provisions in the Zoning By-law.

LU-35 Council shall designate lands of environmental significance as Green Belt and, should development be existing on these lands, permit the existing land uses to continue through the Non-Conforming Use provisions outlined in the CPA.

### **3.6 PARKS AND RECREATION**

The Parks and Recreation land use designation is applied to existing park space and recreation facilities throughout the Town. The Town enjoys a wide variety of parks and natural areas including a linear trail system that continues to develop. These areas and facilities are important as they enhance the quality of life for residents and attract visitors to the Town. As the Town evolves over time, it will be important to monitor the use and quality of parks and facilities to ensure they are meeting the year round needs of the community.

LU-36 Council shall create the Parks and Recreation land use designation on the Future Land Use Map (Schedule A) and continue to develop, enhance, and deliver high quality recreational services, facilities, and opportunities for the benefit of all Town residents.

LU-37 Council shall provide for an appropriate mix of uses in the Parks and Recreation land use designation through appropriate provisions in the Zoning By-law.

LU-38 Council shall strive to provide a variety of year round recreational activities that are accessible to all Town residents.

LU-39 Council shall ensure the compatibility of adjacent uses through effective application of the Zoning By-law and may require buffering between Parks and Recreation land uses and adjacent land use in the form of vegetation, fencing, or design elements.

### **3.7 INSTITUTIONAL AND COMMUNITY SERVICES**

The intention of the Institutional and Community Services land use designation is to provide appropriate lands for schools and health care facilities and their associated uses. Concentrating these services in a particular area allows for increased ease of access and efficient use of land and municipal infrastructure. This ensures any new health care facilities will be located in the vicinity of existing facilities. This also allows schools to allocate additional lands for future recreational fields or school expansions.

LU-40 Council shall create an Institutional and Community Services land use designation on the Future Land Use map (Schedule A) and include all schools and health care facilities within the designation.

LU-41 Council shall provide for an appropriate mix of uses in the Institutional and Community Services land use designation through appropriate provisions in the Zoning By-law.

LU-42 Council shall ensure new health services have appropriate frontage onto an arterial or collector road to limit impacts of traffic on residential neighbourhoods.

LU-43 Council shall encourage supportive housing of a larger scale to locate with the Institutional and Community Services land use designation with smaller scale facilities dispersed throughout the Town. The provisions for supportive housing are provided through the Zoning By-law.

### **3.8 FEDERAL LANDS**

Federal Lands within the Town are designated separately as they are not subject to municipal regulations under the CPA. The Town will continue to work with the Federal Government to advocate for the Town's Plan and By-laws.

LU-44 Council shall create a Federal Lands land use designation on the Future Land Use Map (Schedule A). Lands designated Federal Lands will be zoned Federal Lands in the Zoning By-law.

LU-45 Council shall encourage the Federal Government to follow the policies set out in the Plan and provisions described in the Town's by-laws when considering development on Federal lands within the Town.

## **4. GENERAL POLICIES**

The following sections articulate policies that are applicable throughout the Town. Council and appropriate committees will consider these policies in their decision making and through the implementation of this plan.

### **4.1 Housing**

The predominant housing type throughout the Town are single family dwellings. As the demographics of the Town evolve, the demand for different types of housing will increase. The housing market is changing and multi-unit, town homes, and row houses are becoming increasingly popular as they provide for less maintenance and more efficient land use. These more dense housing types also provide for broader range of affordability than the traditional single family home.

The Canada Mortgage and Housing Company defines housing as affordable when a household spends less than 30% of its pre-tax income on adequate shelter. Although a municipality does not have legislative authority to dictate the cost of housing or to market housing to a specific segment of the population, the Town can advocate for quality housing for its residents. Ensuring potential investors and developers understand the Town's housing market needs, including anticipated demographic changes will improve the likelihood that new housing will be built to the Town's needs.

H-1 Council shall encourage and advocate for affordable housing including the addition of affordable units within multi-unit, market housing when working with potential investors and developers.

H-2 Council shall advocate for the inclusion of housing to accommodate ageing populations when working with potential investors and developers.

H-3 Council shall undertake a housing market analysis to understand the current housing stock and how demographic changes will affect housing needs.

H-4 Council shall identify appropriate areas and standards for supportive care facilities through provisions in the Zoning By-law, ensuring these facilities are located throughout the community to ensure connectivity and proximity to services.

H-5 Council shall create guidelines and standards in the Zoning By-law which provide for the development secondary and garden suites in residential areas of the Town to allow for multi-generational living and aging in place.

H-6 Council shall create guidelines and standards in the Zoning By-law which provide for boarding and rooming houses, and group care facilities through conditional approval as provided under the CPA.

## **4.2 Economic Development**

The economic well-being of the Town is a priority of Town Council and identified as a priority by the community throughout the Plan process. The Town's Downtown was identified as a vital asset to the long term economic health of the Town and recognized as a vital component of business, population, and tourist attraction. The Town's commercial and industrial land assets including the Gateway Mall Highway Service Centre and the Sussex Industrial Park, as well as the presence of economic development resources including the Sussex Downtown Business Improvement Area and the Sussex and District Chamber of Commerce position the Town for economic growth. The policies below direct Town Council to capitalize on its existing assets in a way that will encourage employment diversification and encourage a welcoming environment for business and industry.

ED-1 Council shall encourage economic development through continued partnerships with Sussex Downtown Business Improvement Area and the Sussex and District Chamber of Commerce.

ED-2 Council shall explore updating its Economic Development Strategy to reflect current conditions and to align with the Plan.

ED-3 Council shall advocate for sustainable economic development and the growth of employment opportunities in industries such as but not limited to education, health, light industry, agriculture, manufacturing, technology, transportation, distribution, tourism, retail, and service.

ED-4 Council shall advocate for the Town as a regional centre for services for both government and service industry activities, promoting the Town's strategic location as an asset and opportunity.

#### **4.2.1 Downtown**

ED-5 Council shall support the Downtown as the vibrant hub of the Town and prioritize service delivery and investment in the area.

ED-6 Council shall work with Sussex Downtown Business Improvement Area to explore beautification incentive programs to assist property owners and business operators to clean-up properties and upgrade facades.

ED-7 Council shall explore right-of-way design options and improvements that would increase pedestrian comfort and safety including the addition of crosswalks and appropriately sited traffic calming road designs throughout the Downtown.

ED-8 Council shall continue to support the Downtown as the central location for festivals and events which contribute to the vibrancy and cultural of the community.

#### **4.2.2 Sussex Mall**

ED-9 Council shall seek partnerships with Sussex Downtown Business Improvement Area and the Sussex and District Chamber of Commerce to promote the redevelopment of Sussex Mall through targeted economic development activities.

ED-10 Council shall consider the redevelopment of Sussex Mall land area through an integrated development scheme or a development agreement and encourage the redevelopment to include a variety of land uses including residential, commercial, and institutional.

### **4.3 Transportation**

The Town has a well-established network of local streets, collector roads, and arterial roads that service the Town's land uses and are accessed by Route 2 with two exits, one that serves the highway commercial area around Gateway Mall and the other

servicing the Town's industrial areas. Currently, some traffic congestion occurs on Main Street between the Downtown and the Gateway Mall area. As intensification in this area continues, the need for a coordinated approach to transportation will be required.

T-1 Council shall undertake a Transportation Master Plan to effectively provide for the safe movement of people, goods, and services throughout the Town.

T-2 Council shall work with the Province of New Brunswick to advocate for regular and adequate maintenance of provincially designated transportation assets throughout the Town.

T-3 Council shall work with local interest groups to ensure right-of-way design follows universal design principles to ensure increased accessibility throughout the Town.

T-4 Council shall designate a hierarchy of roads within the Town composed of local, collector, and arterial roads. The hierarchy of roads appears on the Future Land Use Map (Schedule A) and are defined as follows:

- a) *Local Roads* – Provide direct land access to individual properties. Local roads are typically designed to carry low traffic volumes for short distances and normally connect to other local roads and/or collectors. Minimum right-of-way width is 20 metres.
- b) *Collector Roads* - Provide land access and traffic movement with equal importance. Collector roads typically carry traffic between local and arterial roads. Minimum right-of-way width is 20 metres.
- c) *Arterial Roads* - Move of large volumes of all types of vehicular traffic at medium to high speeds. Arterials typically connect with collectors, other arterials and freeways. The amount of direct access to adjacent development is limited on arterial roads. Minimum right-of-way width is 20 metres to provide for future road widening when required.

T-5 Council shall, through provisions of the Subdivision By-law, encourage developers to provide for pedestrian and active transportation connections into the established transportation network.

T-6 Council shall prioritize the maintenance and repair of sidewalks and trails most travelled by residents including those that facilitate access to health and service centres as well as the Downtown.

T-7 Council shall ensure a network of sidewalks and pathways is in place to provide safe and convenient pedestrian movement with connections between residential and commercial areas, with emphasis placed on the provision of:

- (a) adequately maintained sidewalks;
- (b) sidewalks along arterial and collector roads; and
- (c) safe pedestrian crosswalks, preferably at intersections.



T-8 Council shall encourage the provision of signage, road markings, and bike stands to encourage cycling throughout the community.

T-9 Council shall explore the continued development and maintenance of linear pathways along riverfront areas.

T-10 Council shall explore community transit options focused on the provision of accessible and sustainable services scaled appropriately for the community.

#### **4.4 Town Services**

The majority of the Town's residential, commercial, and industrial development is serviced by municipal water and sanitary sewer systems. Other services like electrical and communications infrastructure are facilitated through the Zoning By-law. Municipal services like police and fire are provided to ensure effective protection of life, property, and investment.

TS-1 Council shall strive to provide adequate and well maintained services throughout the Town and ensure the expansion to services are undertaken with environmental and fiscal sustainability.

TS-2 Council shall ensure new development adheres to the provisions of the Water, Sanitary, and Storm Sewer Bylaw.

##### **4.4.1 Water**

TS-3 Council shall explore alternative water supplies and develop wells to provide safe and adequate water to meet future needs for the Town.

TS-4 Council shall establish an emergency water supply plan for the Town.

TS-5 Council shall protect the Town's ground water by:

- a. Ensuring appropriate restrictions are imposed in connection with land use activities that carry risk of contaminating ground water;
- b. Prohibit land use activities that pose a high risk of contaminating ground water;
- c. Enforcing nonconforming use regulations to remove hazardous uses from the Town; and
- d. Developing hazardous goods routes which avoid ground water recharge areas.

TS-6 Council shall undertake a public awareness campaign to encourage preservation of the Town's ground water supply by encouraging residents to limit lawn watering and promoting low volume fixtures.

TS-7 Council shall require developers to contribute toward the cost of upgrading necessary water system infrastructure where fire flows are found to be inadequate to supply their proposed development.

#### **4.4.2 Wastewater**

TS-8 Council shall ensure wastewater treatment facilities operate in accordance with Provincial standards.

TS-9 Council shall ensure that reserve capacity at the appropriate wastewater facility be considered when approving a new development.

#### **4.4.3 Storm Water**

TS-10 Council shall protect the water quality of local streams and rivers by ensuring that:

- a) the increase in run-off resulting from development is minimized through the use of storm water retention ponds and other appropriate storm water management techniques;
- b) all necessary Provincial approvals including setback regulations from water courses have been obtained prior to the issuance of a Building Permit for development projects; and
- c) periodic monitoring of water quality entering the storm sewer system is undertaken and the appropriate by-law is enforced.

TS-11 Council shall encourage the use of storm water retention ponds wherever possible to minimize erosion and control flooding along natural drainage courses.

TS-12 Council shall ensure the downstream effects of any storm sewer systems will be accounted for in the review of new development projects.

TS-13 Council shall require developers to identify the impact new developments may have on surface drainage and to assume the cost of any necessary surface run-off remediation initiatives, except where special circumstances may require involvement by Council.

#### **4.4.4 Servicing New Development**

TS-14 Council shall require that all infrastructure costs associated with new subdivisions and infill projects be the responsibility of the developer or property owner as dictated by the Subdivision By-law except where special circumstances may require involvement by Council.

TS-15 Council may require a developer or property owner to contribute towards or assume the full costs of off-site infrastructure upgrading required to facilitate a development proposal.

#### **4.4.5 Solid Waste Disposal**

TS-16 Council shall continue the agreement with the Regional Service Commission to dispose of municipal solid waste at the solid waste transfer station on Leonard Drive.

TS-17 Council shall endeavour to reduce solid waste by:

- a) Promoting the reduction, reuse, and recovery alternatives;
- b) Encouraging the community to divert their recyclables to recycling centres; and
- c) Practicing solid waste reduction, reuse, and recycling within Town operations.

TS-18 Council shall require all waste disposal facilities serving the Town to:

- a) operate according to Provincial and Federal standards and procedures ensuring optimum environmental protection; and
- b) provide sufficient separation from environmentally sensitive areas in order to minimize impacts.

#### **4.4.6 Power, Telephone, and Cable Television Utilities**

TS-19 Council shall require the placement of power, telephone, and cable television wires underground where practical. Above ground utilities shall be placed, using the following guidelines:

- a. power lines and other utility equipment should generally be located to minimize aesthetic and environmental impacts; and
- b. major power utility corridors should avoid important gateways to the Town and areas of unique aesthetic and environmental importance.

TS-20 Council shall encourage the consolidation of major hydro transmission lines within existing corridors and ensure a public consultation process is undertaken when major new utility corridors are being considered.

#### **4.4.7 Health Services**

TS-21 Council shall cooperate with government and community agencies to increase

public awareness of health and safety concerns and encourage quality health care facilities and services.

TS-22 Council shall guide the location of health care facilities and medical clinics to convenient and accessible locations.

#### **4.4.7 Schools**

TS-23 Council shall encourage agreements with the Department of Education which provide for the use of school facilities for community and recreational uses for the benefit of all Town residents.

#### **4.4.8 Fire Service**

TS-24 Council shall provide fire services by a fire fighting force consisting of a Fire Chief, a Deputy Chief, and volunteer fire fighters.

TS-25 Council shall support the fire service with annual training programs to upgrade the skills of the volunteers in preparation for fighting fires.

TS-26 Council shall support the fire service, through an agreement, to participate in a mutual fire aid program in the region.

TS-27 Council shall review the equipment required by the fire service on an annual basis to ensure the equipment meets the needs of the fire service in providing protection to citizens and properties in the fire service area.

#### **4.4.9 Police Service**

TS-28 Council shall provide policing service for the Town, by means of a contract, with the Royal Canadian Mounted Police (RCMP).

TS-29 Council shall work with the RCMP to encourage public programs like the Community Policing Program and youth programs to decrease the propensity for crime in the community.

### **4.5 Environment and Climate Change**

The Province of New Brunswick requires municipalities to prepare for the impacts of Climate Change through adaptation plans and mitigation strategies. The Town has undertaken significant preparation in this respect, having completed flood risk assessments, asset management plans, and adaptation plans. The intent of this section of the Plan is to ensure proposed development is in keeping with the plans and studies undertaken by the Town.

ECC-1 Council shall ensure all necessary Provincial approvals, including setback regulations from watercourses and watercourse alteration permits have been obtained prior to the issuance of any municipal permits.

ECC-2 Council shall consider the recommendations of their Climate Change Adaptation Plan when processing applications for development and in the issuance of any municipal permits.

ECC-3 Council shall consider the recommendations of the Flood Master Plan when processing application for development and in the issuance of any municipal permits.

ECC-4 Council shall ensure a developer, when making an application for development, is made aware of flooding potentials at the proposed site and that any proposed development may require a Wetland and Watercourse Permit from the Province of New Brunswick. Council shall ensure an approved Wetland and Watercourse Permit is a condition of the development.

ECC-5 Council shall continue to undertake measures to protect the quality of water in Parson's Brook, Trout Creek, Ward's Creek, and the Kennebecasis River through:

- a) Providing sewage treatment facilities;
- b) Implementing environmentally acceptable storm water management practices;
- c) Protecting shore land areas by implementing setback requirements for development;
- d) Requiring assurance that industry and other incompatible uses have minimal environmental impact on any water course; and
- e) Encouraging uses which are within the environmental capacity of the water course.

ECC-6 Council shall continue to protect ground water quality in all areas of the Town through:

- a) Implementing measures to protect the Town's domestic potable water supply;
- b) Seeking to limit un-serviced development;
- c) Seeking remedial solutions to address existing ground water environmental problems;
- d) Encouraging the Province of New Brunswick to enforce rigorous standards to protect ground water resources from contamination; and
- e) Exploring new water supplies for future use.

ECC-7 Council shall permit the reuse of the former solid waste disposal site for alternative industrial and recreational uses only upon determination that such use will not result in a health risk due to contamination or methane gas.

ECC-8 Council shall require development proposals involving hazardous materials or waste to:

- a) be adequately separated from environmentally sensitive areas, residential uses and other public facilities; and

- b) incorporate rigorous storage and operational standards pursuant to the National Building Code, National and Provincial standards and any additional conditions as deemed necessary by Council.

ECC-9 Council shall seek Provincial Government assistance to relocate or provide any necessary remedial actions to ensure land uses involving hazardous materials which pose risk to the environment and public.

ECC-10 Council shall encourage the region to use the Town's wastewater treatment facility for the treatment of municipal sewage and septage.

ECC-11 Council shall use snow removal dump sites in accordance with provincial regulations.

ECC-12 Council shall continue to provide leadership and implement programs for the promotion and implementation of environmentally friendly practices regarding reduction, reuse, recycling, recovery and composting.

ECC-13 Council shall continue to secure land, when appropriate, within environmentally sensitive areas through land acquisitions and Lands for Public Purposes provisions in the Subdivision By-Law.

## **4.6 Parks and Recreation**

The Town is home to a variety of recreational amenities including parks, playgrounds, walking trails, sports fields, the 8<sup>th</sup> Hussars Sports Centre, and the Nutrien Centre multi-purpose fitness facility. These amenities provide Town residents with opportunities to enjoy an active and healthy lifestyle, contributing to an enhanced quality of life. Continuing the standard of recreational amenity and programming is important to the health and wellness of residents and will also serve to attract and retain new residents. Action will need to be taken over time to ensure the Town's recreation inventory is responsive to resident's needs. Monitoring changing demographics and usage will assist Town Council in making adjustments to amenity and programming levels, making recreational delivery increasingly sustainable.

PR-1 Council shall encourage the continuance of recreational opportunities through facilities, parks, playgrounds, trails, and open spaces to promote active, healthy living for all residents of the Town.

PR- 2 Council shall encourage the development of recreational amenities to be in partnership with government and non-governmental institutions and to seek agreements for the joint use of non-municipally owned facilities, where appropriate.

PR-3 Council shall encourage the following design guidelines for recreational facilities, parks, and open spaces:

- a) compatibility with adjacent land uses;

- b) adequate landscaping and approved site development;
- c) ensure privacy of adjacent residential development is maintained;
- d) attend to safety and security through appropriate lighting, site amenities, signage and supervision;
- e) barrier free access; and
- f) consideration for parking and appropriate access.

PR-4 Council shall explore the development of a recreation needs assessment to ensure recreation delivery is reflective of residents needs and to inform future capital budget planning.

PR-5 Council shall explore the development of a Recreation Master Plan to effectively and sustainably manage current and future recreation amenities and programming.

PR-6 Council shall continue to pursue the development of a linear pathway system that links open space with town parks, recreational facilities, the Downtown, other commercial areas, residential neighbourhoods, and institutional land uses.

PR-7 Council shall require public consultation in the preparation of any conceptual plans for a linear pathway system development.

#### **4.6.1 Lands for Public Purpose**

PR-8 Council shall provide for provision of Parks, Recreation, and Open Space amenity or appropriate alternatives such as cash-in-lieu, through Lands for Public Purposes guidelines in the Subdivision By-law.

PR-9 Council shall develop standardized guidelines for the implementation of Lands for Public Purposes provisions that give regard to:

- a) Integrating with or providing connection to existing parkland, trail systems, or recreational amenity;
- b) The existing local recreation options and potential demand;
- c) Universal accessibility;
- d) Traffic impacts on existing parks, recreation facilities, and open space;
- e) Traffic impacts on the surrounding neighbourhood resulting from proposed Lands for Public Purpose implementation;
- f) Maintenance considerations;
- g) Safety and security; and
- h) The ecological, economic and social values of protecting riparian areas, rivers and other areas deemed to be environmentally significant.

PR-10 Council shall, when acquiring Lands for Public Purposes through the subdivision process, endeavour to acquire lands that lie within 30 meters of a watercourse or wetland plus an additional area beyond this 30-meter buffer to allow for the development of recreational features such as trails.

PR-11 Council shall, where the potential exists to acquire Lands for Public Purposes along a watercourse or natural area, acquire the lands rather than accepting the alternative of cash-in-lieu of land.

#### **4.7 Arts, Culture, and Tourism**

Arts and culture adds vibrancy to the Town, attracting visitors and new residents. The Town provides many opportunities for public art in its many murals, cultural appreciation through its museums and interpretation centres, as well as scenic views, covered bridges, and historical sites. The Town's festivals and events draw a large number of people into the Town every year contributing to an enhanced quality of life for residents and boosting the local economy. Ensuring the Town continues to foster this welcoming and accessible atmosphere is important to the long-term success of the community and the satisfaction of its residents.

ACT-1 Council shall promote and foster the important role of arts and culture in enhancing quality of life and creating tourism benefits for the Town through the continuing support of cultural facilities, activities and the arts and cultural community, within the Town.

ACT-2 Council shall promote the Town as a tourist destination by:

- a) Promoting the Town as the "Gateway to the Fundy Experience" and as a key municipality within the Parklands Region;
- b) maintaining the Sussex Train Station as an information and interpretative centre;
- c) promoting the Town as the "Mural Capital of Atlantic Canada";
- d) the development of provincial and municipal signage to identify local points of interest and cultural attractions; and
- e) the promotion of the region's scenic views, covered bridges and historical sites.

ACT-3 Council shall preserve and enhance the historic character of the Town to facilitate culture, educational, economic opportunities.

ACT-4 Council shall work with the community to introduce cultural festivals and events that help build a welcoming and inclusive community.

ACT-5 Council shall encourage the provision of public art that is meaningful and reflective of the Town's culture, heritage, and vision.

ACT-6 Council shall ensure the Town's youth is provided opportunity to engage and are represented in arts and culture programming, festivals, and events.

##### **4.7.1 Heritage**

ACT-7 Council shall maintain a Heritage Program through the maintenance and enforcement of the Heritage Preservation Area By-law, under the terms of the Municipal Heritage Preservation Act, and by doing so:

- a) encourage enhanced public awareness of heritage resources and issues;
- b) develop and maintain a detailed inventory of heritage resources in the Town;
- c) identify and pursue alternate incentives and methods, to facilitate the preservation of significant heritage resources,



- d) encourage the rehabilitation and reuse of significant heritage preservation areas, structures, places, streets, and streetscapes where feasible and appropriate;
- a) encourage the conservation of significant heritage areas, structures, places, streets, and streetscapes in the consideration of development proposals and public works; and,
- b) ensure proposed development is reasonably compatible and sensitive to the existing character in the vicinity of significant heritage preservation areas, structures, places, streets and streetscapes.

ACT-8 Council shall consider the following facilities as major contributors to the heritage and culture of the Town of Sussex: Sussex Regional Library; Sussex Railway Station; Sussex Museum & Tea Room; Town Hall and Court House.

ACT- 9 Council shall encourage the co-ordination of heritage initiatives and to co-operate with the Provincial and Federal Governments and non-governmental heritage organizations to identify and protect the community's heritage resources.

## **5. IMPLEMENTATION**

The Plan is implemented primarily through the Zoning and Subdivision Bylaws. Town Council actions the policy in the Plan through using the document as a decision making tool and advocating for the intentions articulated in the Plan.

IM-1 Council shall review and update the Plan in 2030 in keeping with the New Brunswick Community Planning Act.

IM-2 Council shall advocate for the adherence to and enforcement of the policies presented in the Plan and when considering any amendments to the Plan, ensure the changes are in keeping with the spirit and intention of the Plan.

IM-3 Council shall implement the Plan through Zoning and Subdivision Bylaws and ensure the Plan is consulted for guidance with respect to all forms of development approval including zoning amendments, land subdivision, and construction.

IM-4 Council shall ensure the Plan policies are implemented, where required, through the annual operating and five year capital budget work program of the municipality.

IM-5 Council shall enact by-laws respecting building, maintenance and occupancy, signage, subdivision, unsightliness, and other matters deemed necessary, to achieve the intent of the Plan.

IM-6 Council shall ensure that boundaries of land use designations on the Future Land Use Map (Schedule A) are understood to be approximate, except where they coincide with roads or other clearly defined physical features. Where general compliance with Plan policies can be maintained, minor adjustments to boundaries will not require a Municipal Plan amendment.

IM-7 Council shall consider and monitor the feasibility of annexing surrounding lands to

support the sustainable and effect delivery of services to the regional community.

## **APPENDIX A**