
LAKEVIEW BUSINESS DISTRICT
DEVELOPMENT ACCELERATION PROGRAM
GUIDELINES

1.PROGRAM OVERVIEW

The City of St. Albert is committed to encouraging non-residential development in the Lakeview Business District, as it helps support the City's long-term Municipal Development Plan goal of shifting the overall assessment base to a higher non-residential component.

The Lakeview Business District Development Acceleration Program is designed to:

- Stimulate and accelerate inceptual development of serviced industrial and commercial land in Lakeview Business District.
- Expand the non-residential assessment and diversify the local economy.
- Create sustainable employment opportunities.
- Increase non-residential development competitiveness, setting the stage for rapid and sustainable growth

1.1 Program Area

The program is specific to the geographic area of Lakeview Business District, outlined and shaded in blue in the map below:



Figure 1.

1.2 Program Structure & Funding

The Lakeview Business District Development Acceleration Program (**DAP**) is a financial rebate program, with \$8 million in total program funding available for eligible projects. Program rebates are issued only after approved projects have been completed and rebate issuance requirements have been met.

1.3 Program Period

Financial rebates offered through DAP will be available for a 10-year period, starting January 1, 2026, and ending December 31, 2035. Application intake will cease on December 2034, 12 months prior to the program end date.

1.4 Program Definitions

- **Applicant** – The organization, organizations, individual, or collection of individuals responsible for fulfilling the program requirements, entering into a project funding agreement with the City, and the financial beneficiary of an application for the Lakeview Business District Development Acceleration Program.
- **City** – The City of St. Albert.
- **Completed Building(s)** - A building or permanent structure which has been constructed, met all building code requirements for the Province of Alberta and City of St. Albert, and which has passed the final occupancy issued by the City of St. Albert.
- **Serviced Land** – Land which is improved from a Raw Land state through both 1) subdividing lots and 2) constructing services to the lot property line, establishing a lot which is ready for construction of structures on site. Serviced Land means that a parcel of land, subdivision, or development is equipped with all essential municipal services and infrastructure, constructed and installed in compliance with the applicable municipal engineering design standards, bylaws, and policies, and has been accepted by the municipality.
- **Raw Land** – Land in its natural or an undeveloped state, zoned as Future Urban Development (FUD), and/or where agriculture and farming would be considered its current primary use.
- **Lakeview Business District** – In its entirety, is geographically located in St. Albert, North of Meadowview Drive, east of Carrot Creek, south of Township Road 540A / Old McKenney Ave, and west of Ray Gibbon Drive, and shown in Figure 1.
- **Neighbourhood Plan** - A Neighbourhood Plan (NP) is secondary-level planning document that provides technical precision at the neighbourhood scale, supplementing the broader Area Structure Plan (ASP)



- **Project** – The improvement of land from Raw Land to a Serviced Land state, along with redistricting to an industrial or commercial district; and/or constructing a non-residential building or buildings on land that is zoned for industrial or commercial use.
- **Project Area** – The geographic area and size in which the land development or building construction will take place, and which the applicant is including in the scope of their Project.
- **Program Period** – The 10-year period, from January 1, 2026, December 31, 2035, in which the Lakeview Business District Development Incentive Program will be offered.
- **Rebate Issuance Requirement** – Requirements that must be met, in order for the City to disburse all or a portion of a financial rebate for a Project.

2. ELIGIBILITY CRITERIA

2.1 Project Eligibility

To be eligible for the DAP, a **Project** must meet the following criteria. A Project must:

- a) Construction must commence after the DAP application opening date of January 1, 2026.
- b) Must commence construction within 18 months of executing a Program Agreement.
- c) Must be completed within the Program Period.
- d) Must obtain all necessary planning and development approvals and permits, including paying all applicable fees.
- e) Must meet the land use regulations set out in St. Albert's West Area Structure Plan, applicable Neighbourhood Plans, and the Land Use Bylaw, including all applicable statutory requirements.
- f) Must comply with industrial or commercial land uses and be taxable per Section 297(1) of the Municipal Government Act as class 2 non-residential property. Churches, government, and other non-profit tax-exempt bodies within the Municipal Government Act or Community Organization Property Tax Exemption Regulation are not eligible.

Multiple Projects: An applicant may apply for more than one project. In an instance of multiple projects, all projects must meet the Project requirements above and the Project Area requirements below. The combined area of all projects for any applicant and financial beneficiary cannot exceed 125 acres or total DAP program funding.



Requirement of a **Project Area**:

- a) Must be located in an area within the geographic boundaries of Lakeview Business District, which are shown in Figure 1.
- b) Must **not be** located on land owned by the provincial government, federal government, or the City of St. Albert.
- c) Must meet a minimum of 30 gross acres and not exceed a maximum of 125 gross acres of non-residential land development and/or building construction.

NOTE: An applicant may develop more than 125 acres, but only the Project Area maximum (per Rebate Rate Schedule) of 125 acres would be eligible for financial rebate through the DAP.

2.2 Applicant Eligibility

Requirement of an **Applicant**:

- a) Applicant is or is entitled to become the registered owner of the Lands within the Project Area.
- b) Must not be in arrears or have amounts owing with regards to property tax, utilities, or other fees owed to the City.
- c) Must not be a non-profit organization.
- d) Must not furnish false information within an application or misrepresent any fact or circumstance to the City.

3. REBATE STRUCTURE

3.1 Rebate Issuance Structure

Rebates are issued for the following project types:

1. **Land Servicing Stream** - Improving land from a Raw Land state to a Serviced Land state in compliance with statutory plans and redistricting to an industrial or commercial district.

Rebate issuance requirements for Land Servicing Stream projects include:

- a) Obtaining endorsement for a Plan of Subdivision and the Plan has been registered with Alberta Land Titles.
- b) Obtaining Construction Completion Certificate (CCC) on the local improvements necessary to service the parcel(s).
- c) A minimum of 30 acres non-residential land is serviced.



2. **Building Construction Stream** - Construction of non-residential buildings on land that is zoned for industrial or commercial use.

Rebate issuance requirements for Building Construction Stream projects include:

- a) Completing building construction and obtaining issuance of final inspection permit, or equivalent.
 - b) Building or buildings are completed on minimum of 30 acres non-residential land, in compliance with St. Albert's Land Use Bylaw regulations.
3. **Dual Stream** - Projects that have both improved land through servicing and construction of industrial buildings on the serviced land may be eligible for both rebate streams. Rebate issuance requirement for each stream must be met, in addition to the 30-acre minimum threshold.

3.2 Rebate Rates

An eligible project shall receive a rebate according to the Rebate Rate Schedule. Rebates are calculated and issued based on gross acres of land serviced and/or with completed buildings, once a minimum threshold of 30 gross acres has been reached.

REBATE RATE SCHEDULE			
Completion Year	Land Servicing Stream	Building Construction Stream	Dual Stream
	<i>Rebate / Acre</i>	<i>Rebate / Acre</i>	<i>Rebate / Acre</i>
2026	\$65,000	\$0	\$65,000
2027	\$65,000	\$45,000	\$110,000
2028	\$50,000	\$40,000	\$90,000
2029	\$30,000	\$30,000	\$60,000
2030	\$25,000	\$25,000	\$50,000
2031	\$20,000	\$20,000	\$40,000
2032	\$15,000	\$15,000	\$30,000
2033	\$10,000	\$10,000	\$20,000
2034	\$5,000	\$5,000	\$10,000
2035	\$5,000	\$5,000	\$10,000

Minimum Threshold Rebate Payment: An initial rebate is paid once a project has completed the project minimum requirement of either servicing 30 gross acres of land and/or completing construction of buildings on 30 gross acres of land.



Year-End Rebate Payments: Once the minimum threshold requirement of 30 acres has been achieved and the *Minimum Threshold Rebate Payment* has been issued, Applicants will be eligible for a Year-End Rebate Payment, based on the quantity of acres of serviced land or with completed buildings within the calendar year.

NOTE: The rebate rate is based on the year in which rebate issuance requirements are met not the year in which the applicant applied for the program.

Sample Scenario:

- In 2027, an applicant applies for the DAP. Their project is approved, and they sign a program agreement. No rebate is issued, as neither the minimum threshold of 30 acres is met, nor have any Rebate Issuance Requirements been met.
- In 2028, the applicant develops 15 acres. While Rebate Issuance Requirements have been met, the minimum threshold is not reached; therefore, no rebate is issued.
- In 2029, the applicant develops an additional 15 acres, for a combined total of 30 acres, now achieving the minimum threshold. Under the Land Servicing Stream, the applicant receives a rebate of \$900,000 (\$30,000 rebate/acre x 30 acres).
- In 2030, the applicant completes construction of buildings on 21 acres of this serviced land. Under the Building Construction stream, the applicant receives a Year-End Rebate Payment of \$525,000 (\$25,000 rebate/acre x 21 acres).
- In 2031, the applicant begins but does not complete any new work as part of their approved Project. No rebate is issued.
- In 2032, the applicant completes construction of buildings on remaining 9 acres of serviced land. Under the Building Construction stream, the applicant receives a Year-End Rebate Payment of \$135,000 (\$15,000 rebate/acre x 9 acres). In this year, they also complete servicing of an additional 15 acres, receiving an additional rebate of \$225,000 (\$15,000 rebate/acres x 15 acres) through the Land Servicing Stream.
- Over a 6-year period, the applicant receives \$1,785,000 in rebate payments.

Year	Activity	Land Servicing Stream		Building Construction Stream		Total Rebate
		Ac.	Rebate	Ac.	Rebate	
2027	Application	0	\$0	0	\$0	
2028	Land Servicing	15	\$0	0	\$0	
2029	Land Servicing	15	\$900,000	0	\$0	\$900,000
2030	Building Construction	0	\$0	21	\$525,000	\$525,000
2032	Building Construction	0	\$0	9	\$135,000	\$360,000
	Land Servicing	15	\$225,000		\$0	
Total		45	\$1,125,000	30	\$660,000	\$1,785,000

3.3 Rebate Fund Cap and Allocation

DAP Fund Cap: The DAP has a committed program reserve cap of \$8 million available to fund eligible projects.

Allocation: Program funds will be allocated on a “first come, first served” basis; The first approved applications will be the first to be allocated funds. If all funding is allocated, acceptance of new application submissions will be paused.

Each allocation will reserve a portion of the \$8 million dollar fund; however, an allocation does not guarantee that a rebate will be issued. The applicant must meet the Rebate Issuance Requirements and rebate minimum threshold.

If an approved project is delayed, fails to proceed, or is cancelled, funding allocated to that project may be returned to the funding pool and re-allocated to new approved applications.

An Applicant of an approved Project, who fails to meet project eligibility requirements or complete them in the time required may have their funding agreement cancelled and their project allocation returned to the funding pool.

Example: Failing to commence construction within 18 months of executing a Program Agreement.

4. APPLICATION, APPROVAL, AGREEMENT

4.1 Application Process

1. **Pre-submission & Discovery Meeting** – Applicants are encouraged to meet with the City administration staff prior to submission of an application to confirm project eligibility and ensure submissions are complete. Contact information can be found in section 6 of these guidelines.

The City of St. Albert will provide regular updates on the status of the program, including information on the amount of funding allocated, projected timelines for completion, and milestones achieved by applicants. The intent is to inform applicants of their position in the program queue and with information on the progress or potential budget remaining. Any updates will be regulated by Protection of Privacy Act (POPA).

2. **Application Submission**

- a) Applicants must submit a completed application to the City.
- b) The City will begin accepting applications after January 1, 2026.
- c) Application intake will conclude on December 31, 2034, 12 months prior to the Program Period concluding.



- d) Applications can be submitted year-round.
- e) The City has the discretion to reject applications that are incomplete, ineligible, or provided after the intake period has ended.
- f) An application must be received before any construction related to the Project has commenced.
- g) After reviewing the application, the City may require an Applicant to provide additional information relevant to the project to determine eligibility.

3. Required Documentation:

- a) Proof of land ownership or control
- b) Detailed site plan and project description
- c) Project budget
- d) Proof of funds
- e) Construction schedule

4. **Application Fee:** A non-refundable application fee of \$250 is required to submit.

4.2 Application Decision Conditional Approval

Applications will be reviewed, and applicants will be notified of the decision regarding their application within 30 days of submission of a complete application. Once an application has been reviewed the City may grant conditional approval to the Applicant. Once conditional approval has been granted, an Applicant is required to enter into a Program Agreement with the City.

4.3 Program Agreement

A Program Agreement will be required for all projects. The Program Agreement will include terms and conditions of the rebate and always be conditional upon approval of redistricting, development and/or building permits being issued for the proposed project.

The City may cancel the Program Agreement and future issuances of the rebate, if at any time during the agreement, the City determines that:

- a) the Applicant or their application did not meet or ceased to meet any of the criteria which formed the basis of granting the rebate; or
- b) there was a breach of any condition of the Agreement.



5.CONDITIONS

- a) Applicants are responsible for obtaining all necessary development and building permit approvals from the City and completing Projects within the program period.
- b) Approved projects will be required to provide year-end annual progress reporting to City. Failure to provide reporting may result in breach of the Program Agreement.
- c) Projects funded and the amount of funding issued will be disclosed publicly by way of annual reporting to St. Albert City Council.
- d) The City shall not be held responsible for delays to the Project, which result in a reduced rebate for the Applicant.
- e) The City reserves the right to recover rebate funds should serviced land and/or constructed buildings fail to remain in compliance with municipal bylaws, permits, and environmental regulations within a 5-year period.
- f) The City, at its sole discretion, may amend, suspend, or discontinue the DAP at any time

6.PROGRAM CONTACT INFORMATION

For more information about the Lakeview Business District Development Acceleration Program or to schedule a Pre-Submission & Discovery Meeting, contact the City of St. Albert's Economic Development department.

Patricia Nicol

Manager, Investment Attraction & Growth

780-459-1724

pnicol@stalbert.ca

Mike Erickson

Director, Economic Development

780-459-1653

merickson@stalbert.ca

