



REGINA

Concept Plan Guidelines

June 2026

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Chapter 1. INTRODUCTION

Concept plans are required by the City of Regina (City) to guide the rezoning, subdivision and development of new neighbourhoods, commercial or industrial areas as well as larger infill sites. Concept plans establish the overall framework for future development by providing direction for land use, utility and transportation networks as well as phasing or staged development.

Concept Plans are legal and technical documents which include maps, policy references, site analysis and technical reports prepared by qualified professionals that describe proposed servicing and transportation schemes.

The individual or company intending to develop an area of land (Developer) is responsible for preparing a concept plan. The concept plan must be approved by the City (City of Regina Council) prior to, or concurrent with, the rezoning of the subject lands.

These guidelines describe the City's expectations regarding the preparation of concept plans.

1.1 Purpose of this Document

Preparing a concept plan is a technical process requiring collaboration, coordination and communication between City staff and the applicant. The purpose of this document is to guide applicants in preparing and submitting concept plan applications.

1.2 Guideline Updates

The Concept Plan Guidelines have been updated to reflect changes introduced in 2026. These changes include legislative updates related to school site requirements, Ministerial approval processes and a more generalized approach to Council approval. This updated framework is intended to provide greater flexibility in plan implementation and to reduce the need for frequent amendments over time.

1.3 Legislative Authority

1.3.1 *The Planning & Development Act, 2007*

Concept plans are authorized under *The Planning and Development Act, 2007 (Act)*. The Act enables municipalities to prepare and adopt concept plans to establish a coordinated framework for land use and infrastructure planning prior to subdivision or development.

Under the Act, a concept plan addresses the following planning and infrastructure matters necessary to support orderly development:

- **Land Use:** The general distribution and arrangement of land uses within the planning area, such as residential, commercial, industrial, institutional, open space and mixed-use areas.
- **Density:** The anticipated development intensity including the number and types of dwelling units as well as population and density targets across the planning area.
- **Transportation:** The proposed transportation network, including the layout of major roadways, connections to the broader municipal transportation system, active transportation routes and potential transit corridors or service considerations.
- **Servicing:** The provision and capacity of municipal infrastructure required to support development, including water supply, wastewater systems, stormwater management and other utility networks.
- **Staging:** The anticipated sequencing or phasing of development to ensure that infrastructure, community services and transportation systems are provided in a coordinated and efficient manner as development proceeds.

Together, these components ensure that development within the concept plan area occurs in a coordinated, efficient and sustainable manner, consistent with the policies and long-term planning objectives of the City of Regina.

1.3.2 The Official Community Plan (OCP)

The [Official Community Plan](#) (OCP) is the City's primary policy document guiding future growth and development across the city. Requirements for concept plans are outlined in **Section E: Realizing the Plan, Goal 6 – Relationship Between Plans**.

All concept plans must align with the OCP, including the City's density targets, housing objectives and policies supporting complete neighbourhoods (OCP Section D5, Goal 1) and other policies, as well as any applicable secondary plan. The City will assist in identifying applicable policies.

Official Community Plan (OCP)

Concept plans must align "in its entirety".

Key alignment areas:

- ✓ City density targets
- ✓ Housing objectives
- ✓ Complete neighbourhood policies
- ✓ Applicable Secondary Plans

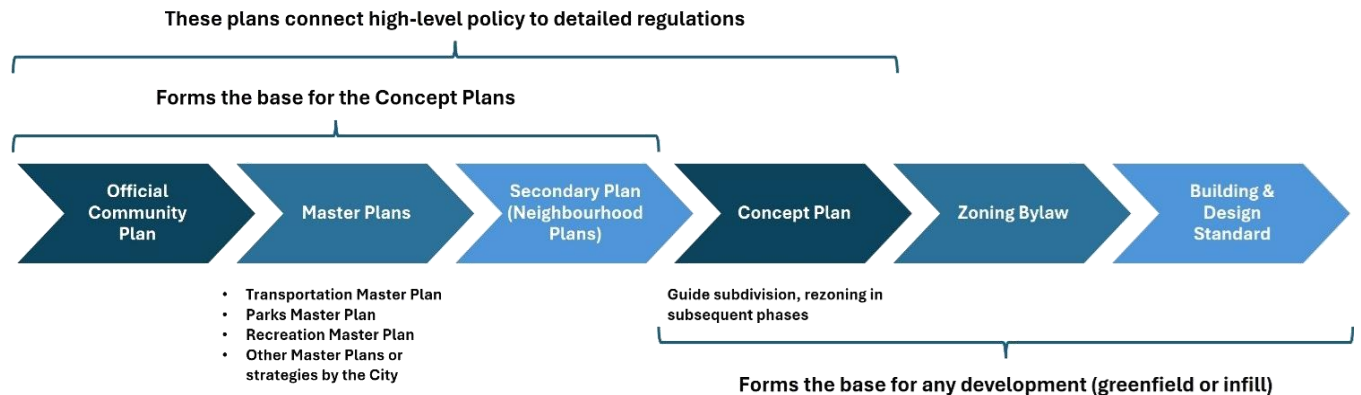
1.3.3 Concept Plans – Within the Hierarchy of Planning Tools

Concept plans are an important part of the hierarchy of planning instruments (See Figure 1) as detailed in the [City of Regina - Development Guide](#), ranging from general city-wide policy to site-specific requirements.

Concept plans apply relevant information from the OCP, master plans and secondary plans to a specific geographic area. They also provide guidance for rezoning and subdivision in subsequent phases. Master plans, secondary plans and concept plans serve as a bridge between the high-level policy direction of the OCP and the more detailed regulations and standards in the zoning bylaw that governs site development.

Concept plans set the framework *before* subdivision or rezoning.

Figure 1: Concept Plans within the Planning Hierarchy Tools



The above City planning tools are directed by provincial legislation:

- *The Planning & Development Act, 2007*

Chapter 2. PLAN SUBMISSION REQUIREMENTS

Complete submissions for concept plans consist of **output plans**, generally showing what will be built and **input analysis**, which are technical documents that prove the output plans are accurate. Preparation of output plans is likely to be a process that requires adapting and redesigning details as technical information is prepared and understood, as detailed in Chapter 3.

2.1 Concept Plan Preparation Responsibilities

The landowner(s) or representative, such as a consultant, is responsible for preparing the concept plans. Because concept plans are technical documents and have significant implications for future land-use and infrastructure servicing, they must be prepared by qualified planning, landscape architecture and engineering services professionals. The concept plan must reflect the requirements of these guidelines and other applicable requirements.

2.2 Output Plans

Output plans generally show what is intended to be approved and built. These include: the concept plan, detailed reference plan, staging plan and infrastructure plan. The general requirements of each plan are described below.

2.2.1 Concept Plan

The concept plan is the key plan that is **subject to approval by City Council and the Government of Saskatchewan**. This plan will show a generalized framework, consistent with the detailed reference plan described below. All subsequent approvals must conform to the concept plan.

Graphic details may vary between concept plans to address different circumstances and will be negotiated throughout the review process as needed. Concept plans will include the following information:

- Plan area boundary: Boundary of all land included within the concept plan. The boundary establishes the total area of the plan and ensures responsibility for surrounding infrastructure, such as road widening, is accounted for.
- Land uses: Establishes location of residential, mixed-use, industrial, open spaces and schools.

- Transportation: Arterial and collector roads, required pathway system, other dedicated roadway infrastructure, such as interchange spaces must be identified. Local roads that are essential for the concept plan may also be required to be identified.
- Policies: Approved concept plans will now be more general than concept plans approved prior to 2026. This is why policy statements will be included as needed and limited to the legislative jurisdiction of concept plans (per the Act), to assure Council that certain elements or intentions not shown will be implemented in more detailed stages of approval. Statements may be proposed by the applicant but are ultimately negotiated through the review process before they are finalized.
- Plan area statistics: Summary statistics for the plan area, including estimated land use areas, number of units, projected population and density.

2.2.2 Detailed Reference Plan

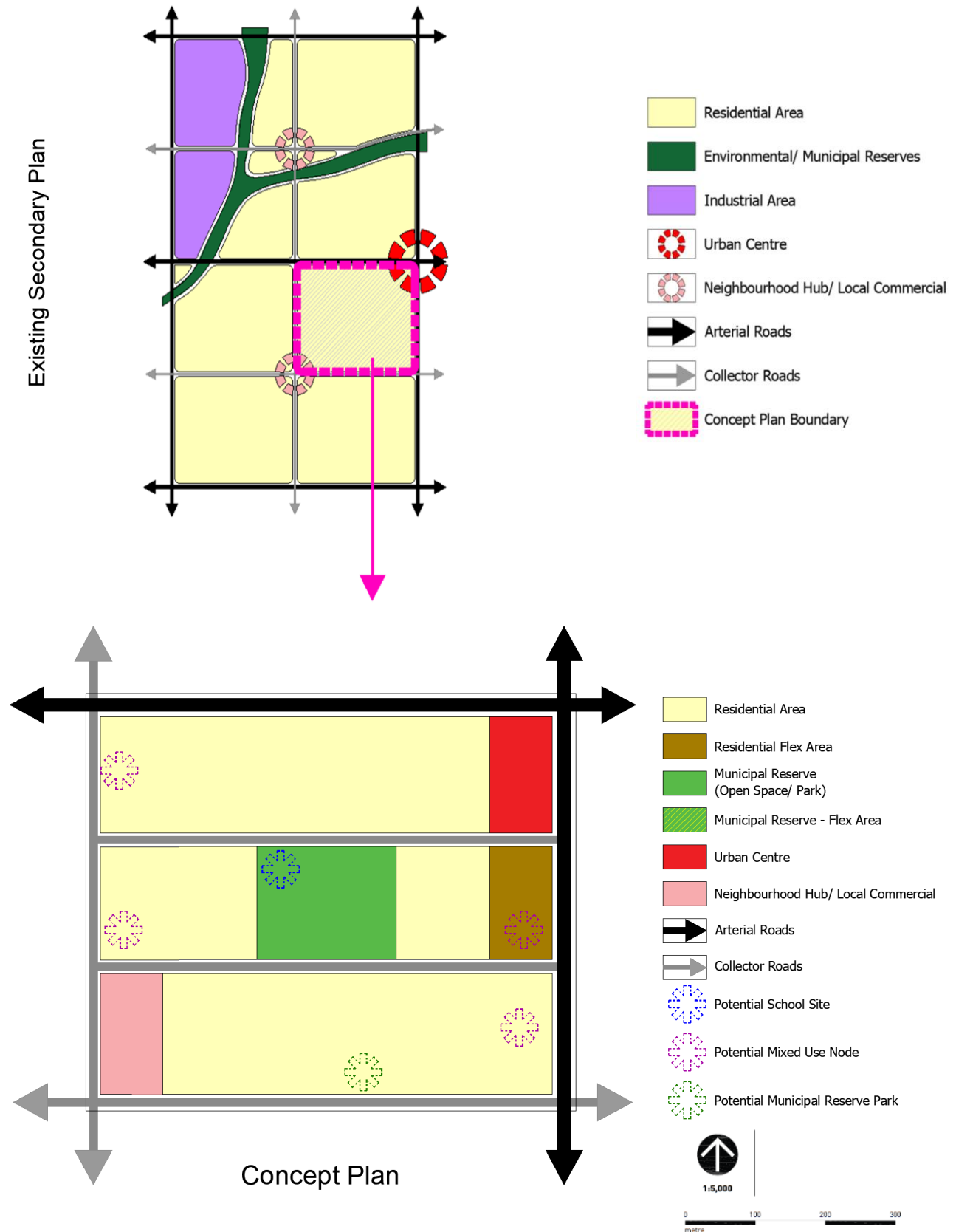
The detailed reference plan is **not approved by Council** but represents the ultimate intended development, aligning with the concept plan, as described above. The detailed reference plan must conform to the concept plan, and all other requirements, such as the OCP, master plans, subdivision bylaw, and design standards. As the plan area is built stage by stage, changes to the detailed reference plan can be evaluated by City Administration to ensure they can be accommodated through rezoning and subdivision approvals.

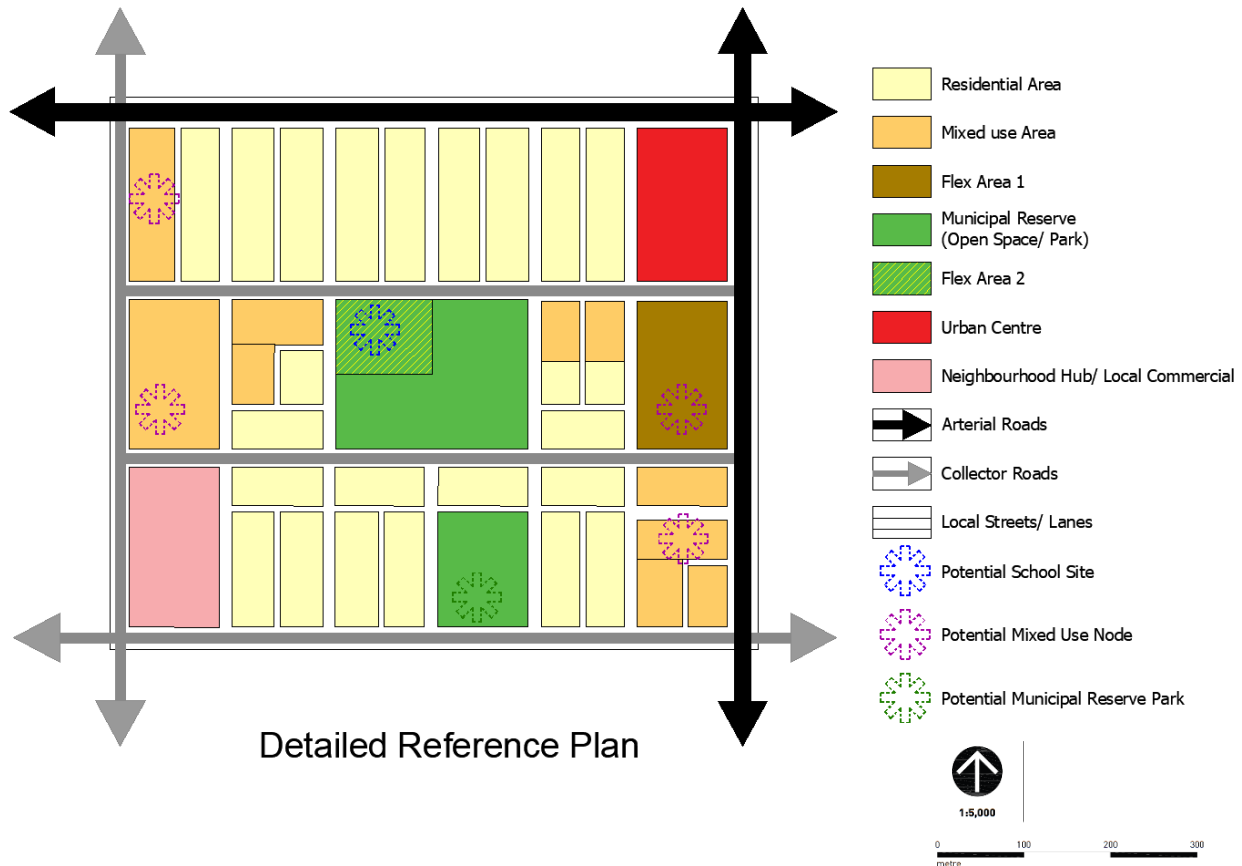
The detailed reference plan is essentially a graphic representation of the concept plan showing more specific land use and transportation details at the block-level, as follows:

Land uses include: Residential densities, commercial, industrial or mixed use intensities, specific distribution of dedicated open spaces and other known land uses, such as institutional spaces.

Transportation: Detailed road types and network, including local streets and any rear lanes, walkways, multi-use pathways and transit infrastructure.

Figure 2.1 Level of Detail (Secondary Plan, Concept Plan and Detailed Reference Plan)





2.2.3 Staging Plan

The staging plan may be approved by Council, or be embedded in concept plan policies, to describe the sequence in which the plan area will be implemented. The staging plan will be informed by technical studies and ensure infrastructure and amenities support the immediate needs of the public. Subdivision and rezoning approvals will follow the staging plan sequence.

2.2.4 Infrastructure Plan

The infrastructure plan is a compilation of key infrastructure necessary to support the concept plan, including size and location of water, wastewater and stormwater infrastructure. Major infrastructure such as lift stations and stormwater management facilities shall also be shown. Water, wastewater, and stormwater infrastructure shall be shown if they serve as the primary connection or source for the concept plan area. The infrastructure plan is not intended to be approved by Council, but key features may be embedded in the concept plan.

2.2.5 Transportation Plan

The transportation plan summarizes the various detailed aspects of the transportation network in one plan. It includes street classification, street widths, pathway and walkway locations, as well as intended transit routing and infrastructure like planned transit hubs. The

transportation plan is not intended to be approved by Council, but key features may be embedded in the concept plan.

2.2.6 Explanatory Document (Optional)

The applicant may choose to provide a supplemental document explaining the development's vision or background and summarizing technical analysis to help City Administration and Council understand the proposal.

2.3 Input Analyses

Input analyses are required to provide proof for the output plans described above. These include: site inventory analysis, servicing reports and an open space report. All reports are required to be prepared by a qualified professional related to the subject of the report.

2.3.1 Site Inventory Analysis

A site inventory analysis for a concept plan is the process of collecting and documenting all existing conditions on and around a site before any design decisions are made. It's a foundational step that ensures the concept plan aligns with the City's policies, especially the OCP, and responds appropriately to constraints and opportunities. The requirements are found in **Appendix A**.

2.3.2 Servicing Reports

Servicing reports are supporting studies that confirm the feasibility of the proposed development and ensure alignment with the OCP, as well as applicable master plans and [design standards](#). Detailed submission requirements will be provided by the City during the initial preliminary application stages of the review.

- **Utility servicing reports:** Propose the optimum servicing scheme, through detailed engineering analysis, that will meet the short and long-term servicing needs of the development area with respect to water, wastewater, and stormwater infrastructure.
- **Transportation impact assessment:** A study conducted to determine the impact of a proposed development on the existing and proposed transportation system.
- **Open space report:** Identifies land dedication requirements and open space systems (e.g. municipal reserve, environmental reserves), required and optional recreation amenities and school lands. It also includes details on open space layout, connections, and how municipal reserves support recreation, infrastructure and active transportation within the concept plan area.

2.4 Formatting of the Concept Plan Submission

Electronic copies shall be submitted via email for any other interim or final submission. All required maps submitted must include an appropriate title, plan boundary, north arrow, scale, legend and any other required detail. Colour coding of maps should be consistent and follow the guidance in **Appendix D**. Check an example of the format showing one way to configure the information in **Appendix C**.

2.5 Concept Plan Amendments

Concept plan amendments are required when a proposed development does not align with the adopted concept plan or with applicable municipal policies. These amendments ensure that any significant deviation is reviewed and approved through the appropriate planning process.

- **Minor amendments** include changes that do not require supporting technical studies—such as servicing analyses or traffic impact assessments. Examples may include minor adjustments to density or other small-scale refinements. With the shift toward more generalized concept plan formats, these are likely to be less common.
- **Major amendments** involve changes that require substantial background analysis. This may include introducing new land-use elements (e.g., a neighbourhood hub, reconfiguration of open space) or a significant increase in the planned residential density. These amendments typically require a comprehensive review to assess the impacts, similar to a concept plan approval.

Detailed reference plan amendments are handled administratively. They are implemented through subsequent rezoning and subdivision approvals, allowing technical refinements to proceed without requiring a full concept plan amendment.

Chapter 3. PLAN PREPARATION/ REVIEW PROCESS

3.1 Plan Preparation and Review Process

The preparation, review and approval of a concept plan is a collaborative process between the applicant and the City, as outlined in sections 3.1.1 and 3.1.2. It typically begins with the applicant expressing their intent to apply, after which the City provides relevant background information. The applicant then analyzes the site and prepares the submission, with support from the City as needed. Once formally submitted, the City reviews the application and requests revisions if required. The finalized plan is then submitted to the City Council for approval.

The duration of the entire process varies, depending on the quality of submissions, compliance with City requirements, geographical complexities and the applicant's capacity to respond. Generally, the process may take between 180 and 365 days for completion.

The following is a list of steps that may be required to prepare, review, and approve a concept plan. Not all steps may be required for every concept plan, nor will they necessarily occur in the order listed. Steps may be undertaken at the same time.

3.1.1 Preliminary Design

The following steps shall occur prior to preparing the preliminary land use plan.

Step 1	Design and submission requirements	The City identifies the design and submission requirements to be followed by the applicant, including: • Design briefs (i.e. technical assumptions) for water, wastewater, stormwater and transportation • Applicable policies and master plans • Open space report requirements • Other preliminary design considerations (e.g. potential school sites and known constraints, etc.).
Step 2	Site analysis	A qualified professional must identify the development area and site potential. Refer to Appendix A (Site Inventory Analysis Requirements).
Step 3	Servicing analysis	Complete transportation and utility servicing analyses for water, wastewater and stormwater.
Step 4	Preliminary review/ design evaluation	The Applicant will collaborate with City to refine preliminary designs to meet requirements through refining submissions and/ or design charette sessions. Design development will be guided by supporting analyses and applicable requirements.

Step 5	Plan preparation	Preparation of the draft concept plan in accordance with other policy documents and guidelines. (Refer to Appendix C : Format example for submission of concept plan).
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3.1.2 Formal Submission

Step 6	Application submission	Submit Concept Plan Application Form and fee along with output plans, all input analyses (per previous section). This formally initiates the review process.
Step 7	Technical review	The City will circulate the proposed plan to stakeholders for review and comment.
Step 8	Public review	Basic elements of the plan are posted and distributed for public review and input. An information session may be required at the discretion of the City.
Step 9	Plan revisions	City to compile comments and corrections based on Steps 7 and 8. The applicant will revise and resubmit the proposed plans based on the comments received. (Refer to Appendix C : Format example for submission of concept plan).
Step 10	Final review	Review of final submissions by the City and preparation of report with recommendations to Regina Planning Commission and City Council.
Step 11	Approval process	Report and recommendations considered by Regina Planning Commission (RPC) and City Council for approval. Ministerial approval from the provincial government follows City Council's approval.

Legend for the table above:

City's Action
Action to be taken by the Applicant
Submission

APPENDICES

APPENDIX A – SITE INVENTORY ANALYSIS REQUIREMENTS

A site analysis document should be prepared by a qualified professional, and should include a combination of a layout plan and policy statements that address the following:

Assessment	Description
Geotechnical assessment	Geotechnical and hydrological characteristics, including floodplains, slope stability, aquifer sensitivity/ groundwater conditions, soil conditions, etc.
Biophysical assessment	A biophysical assessment that identifies and categorizes any existing natural areas, fauna inhabitants, environmentally sensitive areas, wetlands, etc.
Topographical assessment	Site contour map identifying 0.5-meter contour intervals within the plan area and showing general drainage features.
Infrastructure assessment	The location of all existing infrastructure (roads, pipes, easements and ROWs) within, and adjacent to, the proposed development area.
Built features overview	The location of all existing land uses and built features, including buildings (occupied and abandoned), gas stations, etc.
Historical resources assessment	An inventory of the heritage and archaeological potential of the development area, in accordance with provincial requirements.
Hazard assessment	The location of any existing rail line, airport flight path, gas stations, floodways, heavy industrial, etc., as well as applicable setbacks or other restrictions.
Constraints assessment	Any site constraints, such as contaminated sites, etc. should be identified through an environmental site assessment (Phase I ESA).
Landowner overview	Demonstrate what other landowners are involved (if any), and whether they support or oppose the proposed development. A map should be included, identifying land ownership.

APPENDIX B – DIGITAL SUBMISSION REQUIREMENTS

The applicant is required to submit only electronic copies for all submissions. The acceptable file types are identified in the Concept Plan Application Form. The City's digital submission standards for Concept Plans include a list of specific layer names and layer colours for mapping purposes to be used as the standard within the AutoCAD / GIS applications. All features must be placed in their appropriate layers and feature categories and labelled accordingly.

The format for all images and maps shall contain the location, scale, and rotation of map or aerial satellite photographs must be provided and all background reference files (xrefs) included. Digital files must be georeferenced to the City of Regina's standard coordinate system, which is the Universal Transverse Mercator (UTM) Zone 13 within the North American Datum 1983 (NAD83). Map units for all features must be set to metres and unscaled (1:1).

The applicant can check the submission requirements listed below:

- **Submission type:** Electronic copies submitted via email
- **Map basics:** Title, boundary, north arrow, scale, legend
- **Colour coding:** Must match Appendix D land-use colours
- **AutoCAD / GIS:** Use City's specific layer names and layer colours
- **Georeferencing:** UTM Zone 13 within NAD83
- **Units:** Metres, unscaled (1:1)

APPENDIX C – FORMAT EXAMPLE FOR SUBMISSION OF CONCEPT PLAN

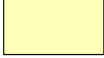
The format below is an example of one way to configure the information; however, an alternate configuration may be warranted depending on the dimensions and orientation of the Plan Area.

Land-use Plan Applicant to provide	Name Concept Plan Approved: City to add  REGINA
	Land Use
	Applicant to provide
	Stats
	Applicant to provide
	Policy
	City to add

Legend

Applicant to provide

APPENDIX D – LAND-USE COLOUR CODES

	Residential Area
	Medium-Density Residential Area
	High-Density Residential Area
	Institutional Area
	Light Mixed Use Area
	Medium Mixed Use Area
	High Mixed Use Area
	Prestige Industrial Area
	Light Industrial Area
	Heavy Industrial Area
	Environmental Reserves
	Municipal Reserves
	Municipal Buffer
	Municipal Utility Parcel

The colours shown above are for illustrative purposes only and are intended to represent the land use map. They are provisional, but the applicant should aim to match them as closely as possible.