

TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Civic Cultural Center – 5018 Waghorn Street
Thursday, October 15, 2026 at 6:15 p.m.

AGENDA

1. WELCOME AND CALL TO ORDER

- 1.1 Welcome to the Municipal Planning Commission. We like to remind members of the public in the gallery during meetings to adhere to the conduct set forth in Part 20 of the Council Procedural Bylaw.
- 1.2 Call to Order
- 1.3 Approval of Agenda

2. LAND ACKNOWLEDGEMENT

- 2.1 *In the spirit of Truth and Reconciliation, the Town of Blackfalds acknowledges that we are on Treaty 6 territory, the ancestral lands of Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, Inuit, and non-status peoples whose footsteps have marked these lands since time immemorial. We recognize the inherent relationships Indigenous communities have with this land and its creatures and commit to supporting reconciliation and healing. We honour the resilience, culture, and contributions of Indigenous peoples, past and present. As we gather, we pledge to listen, learn, and take meaningful action toward a future based on mutual respect and understanding as we continue on our journey of truth and healing. We recognize that reconciliation is not a single act but a lifelong journey—one that requires accountability, humility, and the centering of Indigenous voices.*

3. BUSINESS

- 3.1 Approval of Minutes from September 17, 2026
- 3.2 Development Permit Application 217-26 – Rear Yard Setback variance
- 3.3 Development Permit Application 221-26 – Rear and Side Yard variance and height variance for rear portion of proposed fence.

4. CONFIDENTIAL

None

5. ADJOURNMENT

MINUTES

MEMBERS PRESENT

Jim Sands – Chairperson, Town of Blackfalds Councillor
Shane Hanson – Town of Blackfalds Councillor
Jennifer Kirk – Member at Large
Alex Garcia – Member at Large

OTHERS ATTENDING

Billie Parisien, Development Officer II

REGRETS

Ryan Brown – Vice Chairperson, Town of Blackfalds Councillor

WELCOME AND CALL TO ORDER

Chairperson Sands welcomed all attending, called the Municipal Planning Commission Meeting to order at 6:00 p.m.

APPROVAL OF AGENDA

28/26 Member Hanson moved That the Municipal Planning Commission approve the Agenda as for September 17, 2026 as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

Chairperson Sands read the Land Acknowledgement to recognize that the Town of Blackfalds is on Treaty Six territory.

BUSINESS

3.1 Approval of Minutes

29/26 Member Kirk moved that the Municipal Planning Commission approve the Minutes from July 16, 2026, as presented

CARRIED UNANIMOUSLY

3.2 Approval of Amended Minutes for April 16, May 21, and June 18, 2026

30/26 Member Garcia moved that the Municipal Planning Commission approve the Amended Minutes from April 16, May 21, and June 18, 2026, as presented

CARRIED UNANIMOUSLY

3.3 Follow-up Report on Notice of Motion

Administration presented a follow-up report on Notice of Motion for information.

31/26 Member Hanson moved that the Notice of Motion Report be accepted as information.

CARRIED UNANIMOUSLY

3.4 Development Permit Application 196-26 – Rear Yard Variance
15 Plumtree Crescent (Lot 16, Block 5, Plan, 032 5303)

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

32/26 Moved by Member Kirk that the Municipal Planning Commission approved the application for a variance of the Rear Yard Setback to for an existing Accessory Building (detached garage) as presented in Development Permit 196-26 located at 15 Plumtree Crescent (Lot 16, Block 5, Plan 032 5303), subject to the following conditions being met to the satisfaction of the Development Officer:

MINUTES

CONDITIONS

1. Development must commence within one (1) calendar year of the issuance of the Development Permit. Failure to commence development within one (1) year will cause this Development Permit to expire.
2. The applicant shall ensure that the Rear Yard Setback for the detached garage does not exceed 1.88 m.

Prior to Occupancy Conditions

3. The proposed development shall be undertaken and completed in accordance with the approved plans.

Development Conditions

4. The exterior of the building, including painting, shall be completed within one (1) calendar year from the date of approval.
5. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
6. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-ways or municipal easements.

NOTES

1. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations affecting such development.*
2. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act, take such actions as necessary to ensure that the provisions are complied with.*

CARRIED UNANIMOUSLY

3.5 Development Permit Application 208-26 – Home Based Business 3
101 Coachman Way (Lot 89, Block 21, Plan, 142 2032)

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

33/26

Moved by Member Garcia that the Municipal Planning Commission approve the application for a Home Based Business 3 as presented in Development Permit 208-26, located at 101 Coachman Way (Lot 89, Block 21, Plan 142 2032), subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. Development must commence within one (1) calendar year of the issuance of the Development Permit. Failure to commence development within one (1) year will cause this Development Permit to expire.
2. The Development Permit shall be valid for the address identified in the permit.

Development Conditions

3. The proposed development shall be undertaken and completed in accordance with the approved plans.
4. A home Based Business 3 shall have a time limit of 3 years. Upon expiry of the original Development Permit, the Development Authority may consider granting approval with no time limit if the Home Based Business 3 meets the regulations of the Land Use Bylaw.

Ongoing Conditions

MINUTES

-
5. The business shall not operate without a valid Development Permit or Business License issued by the Town.
 6. No physical change to the exterior appearance of the dwelling shall be allowed as a result of the establishment of the Home Base Business.
 7. Any change in use or intensification of the use of the Home Base Business shall require review of the current Development Permit and may require separate permit approval.

NOTES

1. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations affecting such development.*
2. *Nothing in this permit or the Land Use Bylaw exempts a person to obtain a development permit as required by the Land Use Bylaw or to obtain any other permit, license or other authorization required by the Land Use Bylaw or any other Bylaw.*
3. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act (MGA), take such actions as necessary to ensure that the provisions are complied with.*
4. *If applicable, prior to issuance of a Business License the applicant shall provide sufficient evidence approving the proposed use from Alberta Health Services (AHS) satisfactory to the Development Authority.*

CARRIED UNANIMOUSLY

3.6 Dismantling of Municipal Planning Commission Report

Administration presented a report regarding the proposed dismantling of the Municipal Planning Commission for information.

34/26

Member Hanson moved that the Dismantling of the Municipal Planning Commission Report be accepted as information.

CARRIED UNANIMOUSLY

ADJOURNMENT

Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:22 p.m.

Jim Sands, Chairperson

Billie Parisien, Recording Secretary/
Development Officer II

**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION MEETING
October 15, 2026**

TO: Municipal Planning Commission

PREPARED BY Billie Parisien, Development Officer II

PRESENTED BY Billie Parisien, Development Officer II

DEVELOPMENT: Development Permit Application 217-26
• *Rear Yard Setback variance*

ADDRESS: 73 Piper Close (Lot 54, Block 14, Plan 072 4955)

DISTRICT: Residential Multi Dwelling District (R-2)

SUMMARY:

This Development Permit Application requests a variance of the Rear Yard Setback, due to the irregular shape of the lot, for a proposed Accessory Building (detached garage) at 73 Piper Close. The proposed location of the Accessory Building does not appear to create any adverse impacts on adjacent landowners or impede safe travel within the rear lane.

As such, the recommendation is to approve the application subject to conditions.

BACKGROUND:

The Planning and Development Department received this application on August 27, 2026. During the review, it was determined that the proposed Accessory Building (detached garage) did not comply with the required Rear Yard Setback provisions of the Land Use Bylaw (LUB), necessitating a variance.

The subject property is currently developed with a townhouse dwelling with an attached garage and uncovered deck. The application before the Commission is for the construction of an Accessory Building (detached garage) with a variance.

Administration reviewed the subject property file and the applicable provisions of the LUB and is not aware of any previous development approvals, enforcement matters, or planning decisions affecting the subject property.



According to the submitted site plan, the Accessory Building (detached garage) will be located 1.72 m (5.64 ft) from the Rear Property Line at its furthest point. Due to the irregular configuration of the lot an compliance with 1.0 m or 6.0 m (3.28 ft or 19.69 ft) Rear Yard Setbacks would be difficult. As a result, the applicant has requested a variance.

As this variance request is 72% and exceeds the 17% variance threshold permitted by the Development Officer, the application must be considered by the Municipal Planning Commission, which is the designated approving authority.

ANALYSIS:

The subject lot is located within a predominately residential area of the Town. The subject lot, along with the properties to the northeast and south are designated Residential Multi Dwelling District (R-2) and the properties to the northwest and west are designated Residential Single Dwelling Medium Lot District (R-1M) under the Town's LUB.

Notification of the proposed variance to the Rear Yard Setback was sent to adjacent landowners; no comments or concerns have been submitted to date. A copy of the map showing the landowners who received notification is attached to this report.

Administration has evaluated the potential impacts of the Rear Yard Setback variance and does not anticipate any adverse effects on neighbouring properties, municipal infrastructure, or the operation of the rear lane. Any potential impacts are further mitigated through the proposed conditions of approval, which requires the development to be constructed in accordance with the approved plans.

The consideration before the Municipal Planning Commission is whether the requested Rear Yard Setback variance is appropriate given the irregular configuration of the subject lot and whether the proposed development would unduly interfere with or affect the use and enjoyment of neighbouring properties.

RECOMMENDATION:

That the Municipal Planning Commission approve the application for a variance of the Rear Yard Setback to for a proposed Accessory Building (detached garage) as presented in Development Permit 217-26 located at 73 Piper Close (Lot 54, Block 14, Plan 072 4955), subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. Development must commence within one (1) calendar year of the issuance of the Development Permit. Failure to commence development within one (1) year will cause this Development Permit to expire.
2. The applicant shall ensure that the Rear Yard Setback for the detached garage does not exceed 1.72 m (5.64 ft).
3. The proposed development shall be undertaken and completed in accordance with the approved plans.

Development Conditions

4. The exterior of the building, including painting, shall be completed within one (1) calendar year from the date of approval.

5. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
6. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-ways or municipal easements.

NOTES

1. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations affecting such development.*
2. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act, take such actions as necessary to ensure that the provisions are complied with.*

ALTERNATIVES

- A. Refer the application to administration to more information
- B. Deny the application, citing reasons for its refusal.

Billie Parisien
Development Officer II

Attachments:

1. Development Permit Application
2. Letter of Intent
3. Site Plan
4. Site Inspection Photos
5. Adjacent Landowners Referral Map



Development Permit #: 217-26

Application Date: AUG 27 2026

To Be Completed By Applicant:

Do you have a Business License with the Town of Blackfalds? ☐ Yes ☐ No
Permit Being Applied for By: ☒ Land Owner ☐ Applicant/Contractor

Landowner Name(s): Section 20(4)(h)(i)
Mailing Address: 73 Piper Close
City: Blackfalds Prov: Alberta Postal Code: Section 20(1)
Phone: Section 20(1) Alt Phone: _____
Email Address: Section 20(1)
Preferred Method of Correspondence: ☐ Email ☐ Mail ☒ Phone

☒ (Same as Landowner)
Applicant/Contractor Name(s): _____
Mailing Address: _____
City: _____ Prov: _____ Postal Code: _____
Phone: _____ Alt Phone: _____
Email Address: _____
Preferred Method of Correspondence: ☐ Email ☐ Mail ☐ Phone

PROJECT INFORMATION

Proposed Land Use (*please note that one (1) Development Permit Application is required per lot / title):

☐ SFD ☐ Deck (covered/uncovered) ☐ Addition ☐ Accessory Suite ☐ Accessory Building (garage/shed)
☐ Duplex ☐ Four Plex ☐ Manufactured/Modular Home ☐ Demolition ☐ Moved in Building
☐ Other: _____

Approximate Value of Development: \$ 35,000
(Building Materials and Labour)

Civic Address of Property to be Developed: 73 Piper Close

Lot: 54 Block: 14 Plan: 0724955 Land Use District: P-2

Existing Land Use: private property

Number of Storeys: 2 Height (avg. from ground level to peak): _____

Lot Area: 425.4m² Uncovered Deck Construction Included: If yes, size: _____ ☐ sq m ☐ sq ft

Total Parcel Coverage: _____ % (include any deck(s), garage(s) – attached or detached, accessory building(s), verandahs, etc.)

Yard Setbacks - Front Yard: _____ Left Side Yard: _____

Right Side Yard: _____ Rear Yard: _____

Number of off-street parking stalls: _____ (location and size must be shown in the site/plot plan)

Primary Building: ☐ sq. meters ☐ sq. feet

Main Floor: _____ Upper Floor: _____ Basement: _____ Attached Garage: _____

Accessory Building(s): ☒ sq. meters ☐ sq. feet

Shed: _____ Detached Garage: 62.8

Accessory Suite Information (if applicable): ☐ Existing Suite ☐ New Suite

Accessory Suite Total Floor Area: ☐ sq. meters ☐ sq. feet

Basement Floor (Accessory Suite): _____

☒ Variance Required: Reason for variance: irregular shape lot.

Proposed Commencement Date: _____ Proposed Completion Date: _____

Is the property the subject of a license, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? ☐ Yes ☐ No

If yes, please describe: _____

Development Permit #: _____

Application Date: _____

Is the property the subject of the application the subject of a license, permit, approval, or other authorization granted by the Minister or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act*? ☐ Yes ☒ No

If yes, please describe: _____

Is the subject property immediately adjacent to the County boundary? ☐ Yes ☒ No

If yes, please describe: _____

*The Minister is responsible for the following acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act

RESOURCES:

Water Act & Environmental Protection and Enhancement Act Approvals - Alberta Energy Regulator: <https://aww.alberta.ca/ApprovalViewer.aspx>
Historic Sites/Resources (requires an account) - Online Permitting and Clearance (OPAC): <https://www.opac.alberta.ca/Login.aspx>
Abandoned Wells - Abandoned Well Map Viewer: <https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>
Pipeline/Well Locations - Regulatory Assurance: <https://regulatoryassurance.alberta.ca/dras?id=public-notice>

Detailed description of work and/or intended use or occupancy of the building (include extra paper if needed):

use as garage

NOTES:

1. This Application constitutes part of the permit.
2. Every Development Application shall be completed and submitted in accordance with the Town of Blackfalds current Land Use Bylaw in force.
3. Failure to comply with this form fully and lack of the required information and plans may cause delays in processing this Development Application.
4. An Application for a Development Permit shall, at the option of the applicant, be deemed to be refused when the decision of the Development Authority is not made within forty (40) days of receipt of the Application.
5. Any questions related to the collection and use of this permit information should be referred to the Planning and Development Department at 403.885.9679.

A DEVELOPMENT PERMIT COMES INTO EFFECT:

- a. if it is issued by the Development Authority, twenty-one (21) days after the date of decision.
- b. if it is issued by Town Council with respect to a development in a Direct Control District, upon the date of its issue, or
- c. if an appeal is made, on the date that the appeal is finally determined.

A development permit remains in effect for twelve (12) months from the date of its issue and thereafter is null and void unless an extension has been requested and approved. A time extension request must be received a minimum of one (1) month prior to expiry.

I hereby make application for a Development Permit under the provisions of the Town of Blackfalds current Land Use Bylaw in force in accordance with the plans and supporting information submitted herewith and which form part of this application and will abide by all conditions of approval. By submitting this application I hereby allow right of entry for inspection purposes.

Permit Applicant Name(s): _____

Permit Applicant Signature(s): _____

Landowner Name(s): _____

Landowner Signature(s): _____

FOR OFFICE USE ONLY

Lot: _____ Block: _____ Plan: _____ Land Use District: _____ Tax Roll #: _____

Variance Requested (if applicable): ☐ MPC ☐ Development Officer

IF DEMOLITION PERMIT - COPIES SENT TO: ☐ Utility Department ☐ Tax Department

Development Permit Fee:
(1-61-00-520)

\$ 150.00

TOTAL:

*Double the permit fee is charged for submitted permits where the work has already started or is complete.

\$ 150.00

MPC Date: _____

SDAB Date: _____

Notification Date: _____

Receipt #: _____

Date Application Deemed Complete: _____

Personal information provided as part of this application will be used for issuance of permits, property assessment, and/or safety codes compliance monitoring and verification. The information is collected under the authority of the *Municipal Government Act*, the *Safety Codes Act* and the Land Use Bylaw currently in force, as well as Section 4(c) of the *Protection of Privacy Act* and will be protected under Part 1 of the *Protection of Privacy Act*. As mandated in the *Access to Information Act*, applicant names and the nature of permits issued may be made publicly available. Questions or concerns regarding the collection and/or use of this information may be directed to the Information Governance Coordinator at access@blackfalds.ca or by phone at 403.885.6370.

Billie Parisien

From: Section 20(4)(h)(i)
Sent: August 28, 2026 3:52 PM
To: Billie Parisien
Subject: Garage at 73 Piper Close

Caution! This message was sent from outside your organization.

Because of the irregular shape of the lot at 73 Piper Close it is impossible to to place the garage and maintain the 1 meter setback throughout the 26' distance of the building. Because of the shape of the lot the set back goes from 1 meter to 1.72 meters and back to 1.29 meters. The situation is the same if placed on the other side of the lot. The garage where it is allows for 3 car off street parking which is beneficial because front street parking is limited.

Sincerely
Home Owner

Section 20(4)(h)(i)

PLOT PLAN
SHOWING PROPOSED
LOCATION OF BUILDING(S)

Civic Address: 73 Piper Close
Town of Blackfalds, Alberta
Legal Description: Lot 54, Block 14, Plan 072 4955



APPROVED BY:

Print Name & Signature

- NOTES:
- Distances are in metres and decimals thereof. Measurements are shown to the outside face of the proposed building foundation wall at ground level.
 - The above ground and buried facilities have not been located and are not shown on this plan. It is the responsibility of the owner(s) and contractor to have the facilities located prior to construction.
 - Lot boundaries have been calculated from RPR by Compass Geomatics Ltd. Job # 00575-14-RPR-R0.
 - Existing Improvements have been calculated from RPR by Compass Geomatics Ltd. Job # 00575-14-RPR-R0.
 - Date of survey: April 15th, 2014
 - All improvements are existing unless shown otherwise.

11-4608 62nd Street
Red Deer, Alberta T4N 6T3
Office (403) 356-0111 Fax (403) 356-0114
www.compassgeomatics.ca

ALBERTA LAND SURVEYORS' ASSOCIATION
PERMIT NUMBER
P266
Compass Geomatics
Ltd.

COMPASS DWG: 00575-14-PP-R0 SURVEYED BY: JW



LOT 54 AREA NOTES:	
Lot Area	= 425.4 m ²
Existing Dwelling Area	= 84.9 m ²
Existing Covered Porch	= 3.7 m ²
Existing Deck	= 13.1 m ²
Proposed Garage Area	= 62.8 m ²
Lot Coverage	= 38.7 %
Front Landscape Area	= 32.9 m ²
Rear Landscape Area	= 183.3 m ²
Landscape Area	= 216.2 m ²
	= 50.8 %

LAND USE DISTRICT
R-2 -Residential Multi-Dwelling District

REVISION SUMMARY
Original Issue (08/07/26) PC/CN

CLIENT
Section 20(4)(h)(i)

REV. 0
PAGE 1 of 1









Permit 217-26 – Subject Property – 73 Piper Close ★

Notification Addresses ★

Rear yard setback variance for a proposed Accessory Building (detached garage).

Should be 1.0 m or a minimum of 6.0 m (1.72 m proposed).



**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION MEETING
October 15, 2026**

TO: Municipal Planning Commission

PREPARED BY Billie Parisien, Development Officer II

PRESENTED BY Billie Parisien, Development Officer II

DEVELOPMENT: Development Permit Application 221-26

- *Rear and Side Yard variance for existing Accessory Building (shed) and height variance for rear portion of proposed fence*

ADDRESS: 26 Plumtree Crescent (Lot 7, Block 6, Plan 032 5303)

DISTRICT: Residential Single Dwelling Small Lot District (R-1S)

SUMMARY:

Development Permit Application 221-26 requests approval for variances to the minimum Rear Yard and Side Yard Setbacks for an existing Accessory Building (shed), as well as a variance to the maximum permitted height of the rear fence. The existing structure has been in place for many years, with evidence indicating the shed existed in its current location as early as 2008. Administration has received no complaints regarding the structure and does not anticipate adverse impacts on adjacent properties.

Therefore, Administration recommends approval of the requested variances subject to conditions.

BACKGROUND:

The Planning and Development Department received this application on September 1, 2026 requesting a variance to the minimum Rear and Side Yard Setbacks for an existing Accessory Building (shed) and a variance to the maximum permitted height of the rear fence.

The subject property is developed with a Detached Dwelling with attached garage, uncovered deck and an Accessory Building measuring approximately 1.86 m x 2.50 m (6.10 ft x 8.20 ft).

A Real Property Report dated October 29, 2008 shows that the Accessory Building was located in its current position at that time.



The submitted site plan indicates the Accessory Building is located 0.49 m (1.61 ft) from the Rear Property Line and 0.30 m (0.98 ft) from the Side Property Line. Pursuant to the Town's Land Use Bylaw, Accessory Buildings are required to maintain a minimum setback of 1.0 m (3.28 ft) from both Rear and Side Property Lines.

The applicant is also requesting a variance to permit the rear fence to be built at a height of 2.13 m (7.0 ft), whereas the Land Use Bylaw permits a maximum fence height of 2.0 m (6.56 ft) within Rear and Side Yards.

As there are three (3) variances being requested, with the Accessory Building requesting a 70% Side Yard variance and 51% Rear Yard variance and 6.5% variance for the height of the fence. As the Accessory Building exceeding the 17% variance threshold permitted by the Development Officer, the application must be considered by the Municipal Planning Commission, which is the designated approving authority.

ANALYSIS:

The subject lot is located within a predominately residential area of the Town. The subject lot, along with the properties to the north, east and west are designated Residential Single Dwelling Small Lot District (R-1S) and the properties to the south are designated Residential Single Dwelling Medium Lot District (R-1M) under the Town's LUB.

Notification of the proposed variance to the Rear and Side Yard Setback and fence height variance was sent to adjacent landowners; no comments or concerns have been submitted to date. A copy of the map showing the landowners who received notification is attached to this report.

Administration has evaluated the potential impacts of the Rear and Side Yard Setback variance along with the fence height variance and does not anticipate any adverse effects on neighbouring properties. Any potential impacts are further mitigated through the proposed conditions of approval, which requires the development to be constructed in accordance with the approved plans.

The consideration before the Municipal Planning Commission is whether these requested variances are appropriate and whether the proposed development would unduly interfere with or affect the use and enjoyment of neighbouring properties.

RECOMMENDATION:

That the Municipal Planning Commission approve the application for a variance of the Rear and Side Yard Setback to for the existing Accessory Building (shed) and the height variance for the rear portion of the fence as presented in Development Permit 221-26 located at 26 Plumtree Crescent (Lot 7, Block 6, Plan 032 5303), subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. Development must commence within one (1) calendar year of the issuance of the Development Permit. Failure to commence development within one (1) year will cause this Development Permit to expire.
2. The applicant shall ensure the height of the rear portion of the fence does not exceed 2.13 m (7.0 ft)
3. The applicant shall ensure that the Rear Yard Setback for the Accessory Building (shed) does not exceed 0.49 m (1.61 ft).
4. The applicant shall ensure that the Side Yard Setback for the Accessory Building (shed) does not exceed 0.30 m (0.98 ft)

5. The proposed development shall be undertaken and completed in accordance with the approved plans.

Development Conditions

6. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
7. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-ways or municipal easements.

NOTES

1. *This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other Bylaw, orders, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations affecting such development.*
2. *The Development Authority may, in accordance with the Land Use Bylaw in force and Part 17 of the Municipal Government Act, take such actions as necessary to ensure that the provisions are complied with.*

ALTERNATIVES

- A. Refer the application to administration for more information
- B. Deny the application, citing reasons for its refusal.

Billie Parisien
Development Officer II

Attachments:

1. Development Application
2. Letter of Intent
3. Site Plan
4. Site Inspection Photos
5. Adjacent Landowners Referral Map



Development Permit #: 221-26

Application Date: SEP 01 2026

To Be Completed By Applicant:

Do you have a Business License with the Town of Blackfalds? ☐ Yes ☒ No
Permit Being Applied for By: ☒ Land Owner ☐ Applicant/Contractor

Landowner Name(s): Section 20(4)(h)(i)
Mailing Address: 26 Plumtree Crescent
City: Blackfalds Prov: AB Postal Code: Section 20(1)
Phone: Section 20(1) Alt Phone: _____
Email Address: Section 20(1)
Preferred Method of Correspondence: ☒ Email ☐ Mail ☐ Phone

☐ (Same as Landowner)

Applicant/Contractor Name(s): _____
Mailing Address: _____
City: _____ Prov: _____ Postal Code: _____
Phone: _____ Alt Phone: _____
Email Address: _____
Preferred Method of Correspondence: ☐ Email ☐ Mail ☐ Phone

PROJECT INFORMATION

Proposed Land Use (*please note that one (1) Development Permit Application is required per lot / title):

☐ SFD ☐ Deck (covered/uncovered) ☐ Addition ☐ Accessory Suite ☒ Accessory Building (garage/shed)
☐ Duplex ☐ Four Plex ☐ Manufactured/Modular Home ☐ Demolition ☐ Moved in Building
☐ Apartments ☐ Stacked Rowhouse ☐ Row Housing
☒ Other: Fence

Approximate Value of Development: \$ 20,000 for fence, shed is existing
(Building Materials and Labour)

Civic Address of Property to be Developed: 26 Plumtree Crescent, Blackfalds
Lot: 7 Block: 6 Plan: 032 5303 Land Use District: R-15

Existing Land Use: _____
Number of Storeys: _____ Height (avg. from ground level to peak): _____
Lot Area: _____ Uncovered Deck Construction Included: If yes, size: _____ ☐ sq m ☐ sq ft
Total Parcel Coverage: _____ % (include any deck(s), garage(s) – attached or detached, accessory building(s), verandahs, etc.)
Yard Setbacks - Front Yard: _____ Left Side Yard: _____
Right Side Yard: 0.30 m Rear Yard: 0.49 m
Number of off-street parking stalls: _____ (location and size must be shown in the site/plot plan)

Primary Building: ☐ sq. meters ☐ sq. feet
Main Floor: _____ Upper Floor: _____ Basement: _____ Attached Garage: _____
Accessory Building(s): ☒ sq. meters ☐ sq. feet
Shed: 1.86 x 2.50 Detached Garage: _____
Accessory Suite Information (if applicable): ☐ Existing Suite ☐ New Suite
Accessory Suite Total Floor Area: ☐ sq. meters ☐ sq. feet
Basement Floor (Accessory Suite): _____

☒ **Variance Required:** Reason for variance: Shed has been in place since we bought the house in 2008. It drains on our property & has not caused any issues.
Proposed Commencement Date: Sep 1, 2026 Proposed Completion Date: Sep 1, 2026

Is the property the subject of a license, permit, approval, or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission? Yes ☐ No ☒

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Development Permit #: 221-26

Application Date: _____

If yes, please describe: _____

Is the property the subject of the application the subject of a license, permit, approval, or other authorization granted by the Minister or granted under any Act the Minister is responsible for under s.16 of the Government Organization Act? Yes ☐ No ☒

If yes, please describe: _____

Is the subject property immediately adjacent to the County boundary? Yes ☐ No ☒

If yes, please describe: _____

*The Minister is responsible for the following acts: AB Land Stewardship Act, Environmental Protection Act, Public Lands Act, Surveys Act, Water Act.

RESOURCES:

Water Act & Environmental Protection and Enhancement Act Approvals - Alberta Energy Regulator: <https://avw.alberta.ca/ApprovalViewer.aspx>
Historic Sites/Resources (requires an account) - Online Permitting and Clearance (OPAC): <https://www.opac.alberta.ca/Login.aspx>
Abandoned Wells - Abandoned Well Map Viewer: <https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>
Pipeline/Well Locations - Regulatory Assurance: <https://regulatoryassurance.alberta.ca/dras?id=public-notice>

Detailed description of work and/or intended use or occupancy of the building (include extra paper if needed):

We would like to apply for relaxation on side & rear setbacks for our shed since it was built prior to when we moved in 18 years ago. We'd also like a relaxation on a future fence. Most of the fence will be in compliance but

NOTES: in order to keep the top rails level at the back portion of the yard, the last 25' on the sides & the rear fence may increase to ~7'.

1. This Application constitutes part of the permit.
2. Every Development Application shall be completed and submitted in accordance with the Town of Blackfalds current Land Use Bylaw in force.
3. Failure to comply with this form fully and lack of the required information and plans may cause delays in processing this Development Application.
4. An Application for a Development Permit shall, at the option of the applicant, be deemed to be refused when the decision of the Development Authority is not made within forty (40) days of receipt of the Application.
5. Any questions related to the collection and use of this permit information should be referred to the Planning and Development Department at 403.885.9679.

A DEVELOPMENT PERMIT COMES INTO EFFECT:

- a. if it is issued by the Development Authority, twenty-one (21) days after the date of decision.
- b. if it is issued by Town Council with respect to a development in a Direct Control District, upon the date of its issue, or
- c. if an appeal is made, on the date that the appeal is finally determined.

A development permit remains in effect for twelve (12) months from the date of its issue and thereafter is null and void unless an extension has been requested and approved. A time extension request must be received a minimum of one (1) month prior to expiry.

I hereby make application for a Development Permit under the provisions of the Town of Blackfalds current Land Use Bylaw in force in accordance with the plans and supporting information submitted herewith and which form part of this application and will abide by all conditions of approval. By submitting this application I hereby allow right of entry for inspection purposes.

Permit Applicant Name(s): _____

Permit Applicant Signature(s): _____

Landowner Name(s): Section 20(4)(h)(i)

Landowner Signature(s): Section 20(1)

FOR OFFICE USE ONLY

Lot: 1 Block: 6 Plan: 0325303 Land Use District: R-15 Tax Roll #: 018980

Variance Requested (if applicable): ☒ MPC ☐ Development Officer

IF DEMOLITION PERMIT - COPIES SENT TO: ☐ Utility Department ☐ Tax Department

Development Permit Fee: (1-61-00-520)	\$ <u>150-</u>	MPC Date: _____
TOTAL: *Double the permit fee is charged for submitted permits where the work has already started or is complete.	\$ <u>150-</u>	SDAB Date: _____
		Notification Date: _____

Receipt #: 690945 Date Application Deemed Complete: _____

Personal information provided as part of this application will be used for issuance of permits, property assessment, and/or safety codes compliance monitoring and verification. The information is collected under the authority of the *Municipal Government Act*, the *Safety Codes Act* and the *Land Use Bylaw* currently in force, as well as Section 4(c) of the *Protection of Privacy Act* and will be protected under Part 1 of the *Protection of Privacy Act*. As mandated in the *Access to Information Act*, applicant names and the nature of permits issued may be made publicly available. Questions or concerns regarding the collection and/or use of this information may be directed to the Information Governance Coordinator at access@blackfalds.ca or by phone at 403.885.6370.

To: Town of Blackfalds
Planning & Development

We are looking for relaxations on both our shed setbacks (side & rear) as well as a future variance on fence height when we replace our fence.

Our shed has not been in compliance since prior to us owning the property which we bought in November 2008. The side yard setback is only .30 m & rear yard is .49 m vs the required 1 m. We are requesting relaxations on the setbacks since we have been here 18 years and the shed has not caused any issue. It drains on our property & does not cause pooling.

We are also requesting a relaxation on a future fence height. We will be replacing our current fence along the entire property line within our property boundary (rear & side). We are removing our trailer parking pad & moving the rear fence back. In order to keep the top rails level along the side & rear fence lines, the last 25' - 35' of fence approximately may increase from 6' to approximately 7' on the side fences. The rear fence would be built level with the 2 side fences.

We thank you for your consideration.

Section 20(4)(h)(i)

Section 20(4)(h)(i)

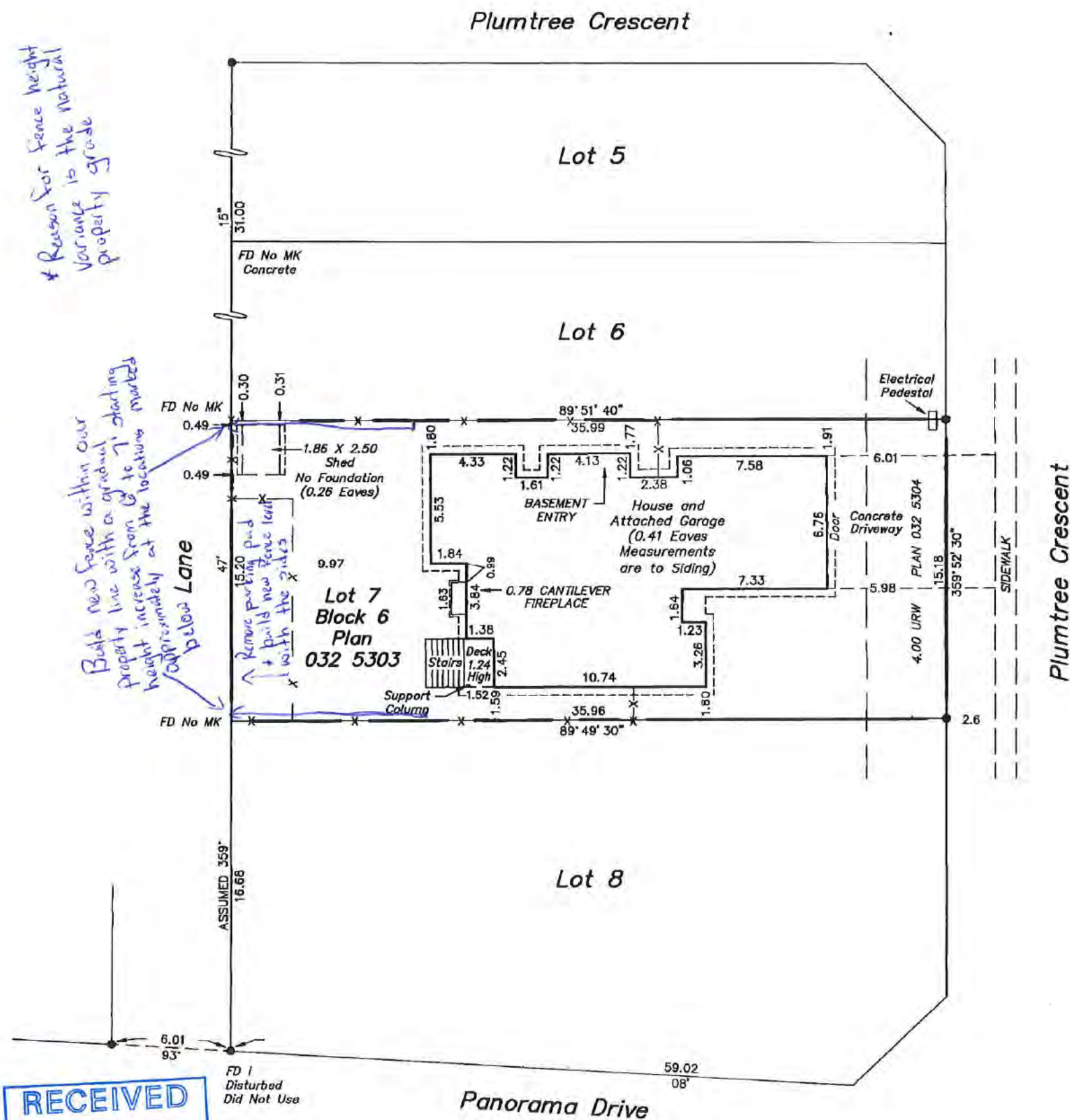
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* Reason for fence height variance is the natural property grade

Build new fence within our property line with a gradual height increase from 6' to 7' starting approximately at the location marked below Lane



Plumtree Crescent

APPROVED

Frontyard relaxation shed non compliant

Alberta Land Surveyor's Real Property Report

LEGAL DESCRIPTION

Lot(s) 7 Block 6 Plan 032 5303

CLIENT

Section 20(4)(h)(i)

MUNICIPAL ADDRESS

#26 PLUMTREE CRESCENT, BLACKFALDS, ALBERTA

CERTIFICATION

I hereby certify that this report was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practice of the Alberta Land Surveyors' Association and supplements thereto. Accordingly within those standards and as of the date of this report, I am of the opinion that:

1. The plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 7.6 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and rights-of-way affecting the extent of the title to the property.
2. The improvements are entirely within the boundaries of the property, (Except Driveway)
3. No visible encroachments exist on the property from any improvements situated on an adjoining property.
4. No visible encroachments exist on registered easements or rights-of-way affecting the extent of property, (Except Driveway)

Purpose: This Report has been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose of (a land conveyance, support of a subdivision application, a mortgage application, a submittal to the municipality for a compliance certificate, etc.). Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown. Unless shown otherwise, property corner markers have not been placed during the survey for this report. This report should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user. The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

Dated this 27 day of October 2008

Murray Young
Alberta Land Surveyor

©MURRAY YOUNG, A.L.S., 2008



LEGEND

- Distances to building corners are at right angles from property lines, unless shown otherwise.
- Date of Survey: July 29, 2004 and October 21, 2008
- Date of Title Search (A copy of which is attached) October 27, 2008
- Unless otherwise specified, the building dimensions shown relate to the greatest extent of the exterior walls.
- Eaves are dimensioned to the line of the fascia
- Distances are in metres and decimals thereof.
- Fences are shown thus: —x—x—x—x—
- Statutory iron posts found are shown thus: ●
- Iron bars found are shown thus: ◆
- Unless shown otherwise, fences are within 0.20 metres of the property line
- Area referred to bounded thus: ————
- Property is subject to a Utility Right of Way as shown on Plan 032 5304 to the Town of Blackfalds.

Drawn By: NM Chk'd: DM

Date: October 27, 2008

Scale: 1 : 250

File No.: C-603-08

BEMOCO LAND SURVEYING LTD

#100 6040-47th Avenue
Red Deer, Alberta

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Permit 221-26 – Subject Property – 26 Plumtree Crescent



Notification Addresses



Existing Accessory Building (Shed) with Rear and Side Yard Setback variance

- Should be 1.0 m (Shown as 0.49 m from the rear yard and 0.30 m from the side yard)

Height variance for a proposed Fence

- Should be 2.0 m (6.56 ft) (Proposed 2.13 m (7 ft))

