**TOWN OF BLACKFALDS**
**MUNICIPAL PLANNING COMMISSION**
Civic Cultural Center – 5018 Waghorn Street
Thursday, November 19, 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 October 15, 2026
   - 3.2 Development Permit Application 229-26 – Accessory Suite with variance (less than ten (10) houses between approved suites)
   - 3.3 Development Permit Application 236-26 – Wreckage and Salvage Yard (Use Only)
   - 3.4 Development Permit Application 256-26 – Accessory Suite with variance (less than ten (10) houses between approved suite)

4. **CONFIDENTIAL**
   None

5. **ADJOURNMENT**

***Future Meetings:***

- *Municipal Planning Commission Meeting – December 17, 2026*

**TOWN OF BLACKFALDS**
**MUNICIPAL PLANNING COMMISSION**
Civic Cultural Center – 5018 Waghorn Street
Thursday, October 16, 2026, at 6:00 p.m.

# MINUTES

## MEMBERS PRESENT

Jim Sands – Chairperson, Town of Blackfalds Councillor
Shane Hanson – Town of Blackfalds Councillor
Ryan Brown – Vice Chairperson, Town of Blackfalds Councillor
Jennifer Kirk – Member at Large

## OTHERS ATTENDING

Billie Parisien, Development Officer II

## REGRETS

Alex Garcia – Member at Large

### WELCOME AND CALL TO ORDER

Chairperson Sands welcomed all attending, called the Municipal Planning Commission Meeting to order at 6:15 p.m.

### APPROVAL OF AGENDA

**35/26** Member Brown moved that the Municipal Planning Commission approve the Agenda for October 15, 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

**36/26** Member Hanson moved that the Municipal Planning Commission approve the minutes from September 17, 2026, as presented

**CARRIED UNANIMOUSLY**

#### 3.2 Development Permit Application 217-26 – Rear Yard Setback variance
**73 Piper Close (Lot 54, Block 14, Plan, 072 4955)**

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

**37/26** Moved by Member Kirk that the Municipal Planning Commission approved the 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.

DRAFT

**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**

**3.3 Development Permit Application 221-26 – Rear and Side Yard Setback variance and height variance for rear portion of fence**
**26 Plumtree Crescent (Lot 7, Block 6, Plan, 032 5303)**

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

**38/26** Moved by Member Hanson that the Municipal Planning Commission 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.

DRAFT

***NOTES***

8. *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.*

9. *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**

**ADJOURNMENT**

Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:26 p.m.

Jim Sands, Chairperson

Billie Parisien, Recording Secretary/
Development Officer II

DRAFT

**TOWN OF BLACKFALDS**
**MUNICIPAL PLANNING COMMISSION MEETING**
**November 19, 2026**

| | |
|---|---|
| **TO:** | Municipal Planning Commission |
| **PREPARED BY** | Billie Parisien, Development Officer II |
| **PRESENTED BY** | Billie Parisien, Development Officer II |
| **DEVELOPMENT:** | Development Permit application 229-26<br>• *Accessory Suite requesting a variance to the minimum separation requirement between approved Accessory Suites.* |
| **ADDRESS:** | 5 Aztec Crescent (Lot 16, Block 1, Plan 142 1784) |
| **DISTRICT:** | Residential Single Dwelling Medium Lot District (R-1M) |

## SUMMARY:

The Development Permit application is requesting a variance to allow for an Accessory Suite located within ten (10) dwellings of another approved Accessory Suite at 5 Aztec Crescent, which does not meet the minimum separation requirement outlined in the Land Use Bylaw.

In support of this request, the applicant explained that request for the variance is based on the unique circumstances of the site, noting that the nearest existing Accessory Suite is approximately six (6) residential lots away and is located around the corner, across the street, and accessed from a different alley. The proposed Accessory Suite would comply with all applicable building, safety, parking, access, and servicing regulations. The applicant further cites the benefits of Accessory Suites in increasing housing choice, improving affordability, and supporting efficient residential land use, while maintaining the property's primary function as a single Detached Dwelling. The applicant requests that the Municipal Planning Commission consider the specific site context and approve the variance.

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

## BACKGROUND:

The Planning and Development Department received this application on September 14, 2026, requesting a variance to the minimum separation requirement between Accessory Suites, proposing a reduction separation distance of six (6) dwellings.




The subject property is currently undeveloped. A separate Development Permit application has been submitted for the construction of a Detached Dwelling with an attached garage and

uncovered deck. No basement development is proposed at this time. The Detached Dwelling may proceed regardless of whether the Accessory Suite application is approved.

Administration reviewed the property history and applicable provisions of the Land Use Bylaw and is not aware enforcement matters or planning decisions affecting this subject property.

Under the Land Use Bylaw, an Accessory Suite is classified as a Discretionary Use within the applicable Land Use District. In addition, the proposed development includes a variance to the minimum separation requirement for Accessory Suites. As this application was applied for prior to adoption of Bylaw 1361.26, which delegated approval authority for all Discretionary Use applications to the Development Officer, the application must be considered by the Municipal Planning Commission in its role as the Development Authority.

**ANALYSIS:**

The subject lot is located within a predominantly residential area of the Town. The subject lot and the properties to the east are designated Residential Single Dwelling Medium Lot District (R-1M) and the properties to the north and west are designated Residential Single Dwelling Small Lot District (R-1S) under the Town's Land Use Bylaw.

Notification of the proposed Accessory Suite with a 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 Accessory Suite with a 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 require the development to be constructed in accordance with the approved plans.

The consideration before the Municipal Planning Commission is whether the requested Accessory Suite with a variance is 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 an Accessory Suite with variance, as presented in Development Permit 229-26 located at 5 Aztec Crescent (Lot 16, Block 1, Plan 142 1784), subject to the following conditions being met to the satisfaction of the Development Officer:

**CONDITIONS**

1. The Accessory Suite shall comply with all applicable regulations of the Land Use Bylaw, except for the approved variance to the ten (10) dwelling separation requirement.

2. Two (2) additional off-street parking stalls must be provided and maintained at all times for the Accessory Suite.

3. Any changes to the approved application shall require a separate permit.

***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 (MGA), take such actions as necessary to ensure that the provisions are complied with.*

## ALTERNATIVES

A. Refer the application to administration for additional 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. Adjacent Landowners Referral Map

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SEP 14 2026

BLACKFALDS
ALBERTA

**Town of Blackfalds**
**DEVELOPMENT PERMIT APPLICATION**
**RESIDENTIAL**

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.ca
www.blackfalds.ca

**Development Permit #:** 229-26 **Application Date:** August 12th

***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): Lacey Parkins / Havan Built Homes

Mailing Address:

City: Red Deer County Prov: Alberta Postal Code: T4E 1T2

Phone: 403-872-0466 Alt Phone: 403-872-1081

Email Address: lacey@havanbuilt.com

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:

Approximate Value of Development: $300,000
(Building Materials and Labour)

**Civic Address of Property to be Developed:** 5 Aztec Crescent.

Lot: 16 Block: 01 Plan: 142-1784 Land Use District:

Existing Land Use: Empty lot

Number of Storeys: Modify Bi-level Height (avg. from ground level to peak): 30 ft

Lot Area: 539.94 sqm Uncovered Deck Construction Included: If yes, size: 11.14 ☑ sq m ☐ sq ft

Total Parcel Coverage: 29.93 % (include any deck(s), garage(s) – attached or detached, accessory building(s), verandahs, etc.)

Yard Setbacks - Front Yard: 6.5 Left Side Yard: 1.873

Right Side Yard: 1.5 Rear Yard: 9.751

Number of off-street parking stalls: 6 (location and size must be shown in the site/plot plan)

**Primary Building:** ☐ sq. meters ☑ sq. feet

Main Floor: 1128 Upper Floor: 418 Basement: 1010 Attached Garage: 576

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

Shed: Detached Garage:

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

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

Basement Floor (Accessory Suite): 1010

☑ **Variance Required:** Reason for variance: Secondary Suite

Proposed Commencement Date: September 21st/26 Proposed Completion Date: March 28th/26

**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 ☑

BLACKFALDS
ALBERTA

# Town of Blackfalds
## DEVELOPMENT PERMIT APPLICATION
## RESIDENTIAL

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.ca
www.blackfalds.ca

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**Development Permit #:** 229-26 **Application Date:** August 12th/2026

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):

Single family dewelling with a secondary suite

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 aplication 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 conditons of approval. By submitting this application I hereby allow right of entry for inspection purposes.*

Permit Applicant Name(s): Lacey Parkins

Permit Applicant Signature(s): _____

Landowner Name(s): Lacey Parkins / Havan Built Homes

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) | $ 200.00 | MPC Date: _____ |
| **TOTAL:** ***Double the permit fee is charged for submitted permits where the work has already started or is complete.** | $ 800.00 | 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.

**Letter of Intent – Request for Variance for a Secondary Suite**

**To:** Town of Blackfalds – Municipal Planning Commission
**Re:** Request for Variance to Permit a Secondary Suite
**Property Address:** 5 Aztec Crescent, Blackfalds, Alberta
**Applicant:** Havan Built Homes / Lacey Parkins
**Date:** September 18, 2026

Dear Members of the Municipal Planning Commission,

We are writing to respectfully request a variance to permit the development of a secondary suite at the proposed residential property located at 5 Aztec Crescent, Blackfalds, Alberta.

We understand that the Town's current land use regulations require a minimum separation distance between properties containing secondary suites. We recognize the purpose of these regulations and appreciate the Town's efforts to manage the concentration of secondary suites within residential neighbourhoods.

Our request is based on the unique circumstances of this property, as we believe that allowing a secondary suite at this location would have minimal impact on the surrounding neighbourhood and would not create the concentration that the separation requirement is intended to prevent.

The nearest existing secondary suite is located approximately six residential properties away; however, it is situated around the corner and on the opposite side of the street, with access from a different back alley. As a result, the two properties do not share the same immediate streetscape, access pattern, or alley environment. We believe this provides meaningful separation and significantly reduces any potential cumulative impact that the bylaw is intended to address.

The proposed secondary suite would be designed and constructed in full compliance with all applicable Town requirements, including building, safety, parking, access, and servicing regulations. We are committed to ensuring that the property remains a well-maintained residential home that integrates appropriately within the existing neighbourhood.

There are also practical reasons supporting this request. Secondary suites provide additional housing options within established communities and can improve housing affordability for both homeowners and tenants. With increasing housing, construction, and living costs, creating an additional independent living space within a home represents an efficient use of residential land while contributing positively to the local housing supply.

We do not believe that the proposed suite would materially alter the character of the neighbourhood. The property would continue to function primarily as a single detached

dwelling, with the secondary suite incorporated within the home rather than existing as a separate standalone residence.

We respectfully ask the Municipal Planning Commission to consider the specific circumstances of this property rather than viewing the separation requirement in isolation. The fact that the nearest existing suite is located around the corner, across the street, and served by a different back alley substantially reduces any potential concerns related to concentration or neighbourhood impact.

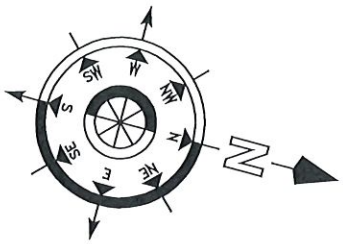
We also ask the Commission to consider the broader benefits of secondary suites, including increased housing choice, improved affordability, and efficient land use, along with the unique location characteristics of this property.

Thank you for taking the time to consider our application. We respectfully request approval of this variance to allow us to proceed with the proposed secondary suite at 5 Aztec Crescent.

Sincerely,

**Lacey Parkins**
Havan Built Homes

LOT AREA: 539.94 SQ. M.
BLDG. AREA: 161.6 SQ. M.
BLDG COVERAGE: 29.93%




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| | | |
|---|---|---|
| HAVAN BUILT HOMES | MODEL: 1546 SQ FT MOD. BI-LEVEL | HAVAN HOMES - PROPOSED SECONDARY SUITE |
| | SCALE: 1:200 | LOT 16 BLOCK 01 PL# 142-1784 |
| | DATE: DEC.11.15 | 5 AZTEC CRESCENT |

Permit 229-26 – Subject Property – 5 Aztec Crescent

Notification Addresses

Accessory Suite with variance

- Variance – less than 10 house between a permitted Accessory Suite.






Permit 229-26 – Subject Property – 5 Aztec Crescent - Proposed Accessory suite with variance

- Existing approved accessory suite
    - Variance - less than 10 houses between permitted accessory suites

**TOWN OF BLACKFALDS**
**MUNICIPAL PLANNING COMMISSION MEETING**
**November 19, 2026**

| | |
|---|---|
| **TO:** | Municipal Planning Commission |
| **PREPARED BY** | Billie Parisien, Development Officer II |
| **PRESENTED BY** | Billie Parisien, Development Officer II |
| **DEVELOPMENT:** | Development Permit application 236-26<br>• *Wreckage and Salvage Yard (Use Only)* |
| **ADDRESS:** | 5432 Blackfalds Industrial Way (Lot 1, Block 3, Plan 082 4668) |
| **DISTRICT:** | Industrial Heavy District (I-2) |

## SUMMARY:

The Development Permit application is for the use of the property as a Wreckage and Salvage Yard located at 5432 Blackfalds Industrial Way. This application is for the proposed use only. Should the application be approved, the applicant will be required to obtain separate Development Permit and Building Permit approvals for any future site improvements or buildings associated with the operation.

The applicant has indicated an intent to construct an approximately 111.48 sq. m (1,200 sq. ft) steel-framed building on a concrete pad to facilitate the dismantling and salvage of automotive parts. All vehicle dismantling activities would occur within the building, while vehicles awaiting dismantling and salvaged automotive parts would be stored on the site. The future development is expected to include perimeter fencing, privacy screening, and landscaping to minimize visual impacts on adjacent properties and the surrounding area.

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

## BACKGROUND:

The Planning and Development Department received the application on September 18, 2026, seeking approval for a Wreckage and Salvage Yard use on the subject property. The applicant is requesting approval of the proposed use prior to finalizing the purchase of the property.




The subject property is currently undeveloped. Administration reviewed the property history and the applicable provisions of the Land Use Bylaw and is not aware of any previous development approvals, enforcement actions, or planning decisions that would affect the proposed application.

Under the Land Use Bylaw, a Wreckage and Salvage Yard is classified as a Discretionary Use within the applicable Land Use District. As the application was submitted prior to the adoption of Bylaw 1361.26, which delegates approval authority for all Discretionary Use applications to the Development Officer, the application must be considered by the Municipal Planning Commission as the Development Authority.

**ANALYSIS:**

The subject lot is located within a predominantly Industrial area of the Town coming off of Highway 597. The properties to the north and west are designated Industrial Heavy District (I-2) and the properties to the east are designated as Agriculture District (AG), with the Municipal Development Plan showing future growth as Industrial. The properties to the south, located in Lacombe County, are designated as Business Industrial District.

Notification of the proposed Wreckage and Salvage Yard was sent to adjacent properties and external referrals, no comments or concerns were received by adjacent properties however, we did receive comments from our external stakeholders, a summary of the referral responses is provided below.

| Agency | Comments | Administration Response |
|---|---|---|
| Lacombe County | No objection to the proposed Wreckage and Salvage Yard. Requests fencing, landscaping, and screening from Highway 597 to ensure compatibility with surrounding land uses and maintain a positive visual impression along the highway corridor. | Administration will recommend conditions requiring fencing, landscaping, and screening to minimize visual impacts from Highway 597 and adjacent lands, when the applicant applies for the new Development Permit for the site. |
| Alberta Transportation and Economic Corridors | No objection in principle. A Roadside Development Permit is required. Development must maintain the required setback from the property line and may require a Traffic Impact Assessment depending on traffic generation. | The applicant will be required to obtain any necessary provincial approvals and comply with setback and transportation requirements. |
| AltaLink | A transmission line easement crosses the property. Permanent storage and structures within the easement are prohibited, and development must comply with applicable clearance and safety requirements. | The applicant will be advised that all development and storage areas must adhere to applicable requirements and that further approval may be required. |
| North Red Deer River Water Services Commission (NRDRWSC) | Identified a utility right-of-way along the east property boundary containing a water transmission line. Requested confirmation of the proposed greenspace width adjacent to the right-of-way to determine whether additional agreements or approvals are required. | The applicant will be advised to coordinate with the Commission and obtain any required agreements, approvals, or authorizations prior to commencing development. |
| TELUS | No objections to the proposal. Requests inclusion in any registered General Utility Right-of-Way agreement. If no utility right-of-way is | The applicant will be advised to coordinate with TELUS regarding any required utility right-of-way |

| | | |
|---|---|---|
| | being registered, the developer should coordinate directly with TELUS regarding servicing requirements. | agreements and future servicing requirements. |
| Rogers Communications | No objections to the proposed development. | No further action required. |

Administration has evaluated the potential impacts of the proposed Wreckage and Salvage Yard and does not anticipate any adverse effects on neighbouring properties or municipal infrastructure. Any potential impacts will further be mitigated through the proposed conditions of approval for the site, which require the development to be constructed in accordance with the approved plans.

The consideration before the Municipal Planning Commission is whether the proposed Wreckage and Salvage Yard use is appropriate and whether the proposed development would unduly interfere with or affect the use and enjoyment of neighbouring properties.

**RECOMMENDATION:**

**CONDITIONS**

1. This approval is for the proposed **Wreckage and Salvage Yard use only**. Prior to any site development, construction, installation of fencing, landscaping, storage areas, or buildings, the applicant shall obtain a separate Development Permit and any required Building Permits.

2. Any changes to the approved application shall require a separate Development Permit.

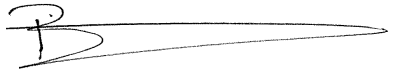
***NOTES***

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 (MGA), 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 Permit Application
2. Letter of Intent
3. Site Plan
4. Referral comments
5. Adjacent Landowners Referral Map

BLACKFALDS
ALBERTA

# Town of Blackfalds
## DEVELOPMENT PERMIT APPLICATION
## COMMERCIAL / INDUSTRIAL / INSTITUTIONAL

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.ca
www.blackfalds.ca

RECEIVED
SEP 18 2026

**Development Permit #:** 236-26 **Application Date:**

***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

***Please note that if you are not the registered landowner, the landowner signature is required on this form or a letter/email from the landowner needs to be submitted with this application form therefore providing approval for submission of the Development Permit Application.***

Landowner Name(s): Section 20(4)(h)(i) / JAC VENTURES INC.
Mailing Address: RR2
City: TROCHU 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): Section 20(4)(h)(i)
Mailing Address: Section 20(1)
City: CALARY Prov: AB Postal Code: Section 20(1)
Phone: Section 20(1) Alt Phone:
Email Address: castleautoparts1@gmail.com
Preferred Method of Correspondence: ☑ Email ☐ Mail ☑ Phone

**PROJECT INFORMATION**

***Proposed Land Use:***

**Civic Address of Property to be Developed:** 5432 BLACKFALDS INDUSTRIAL WAY

Lot: 1 Block: 3 Plan: 0824668 Land Use District: 1-2 heavy industrial

☐ New Construction ☐ Addition ☐ Second Floor Development
☐ Demolition ☐ Renovation ☐ Accessory Building ☑ Change in Occupancy/Use
☐ Cannabis ☐ Retail Store ☐ Production & Distribution
☐ Temporary Building (Duration Required):
☐ Other:

Proposed Use (Description): Wrecking and salvage yard use only
Existing Land Use: ☑ Vacant ☐ Shop ☐ Storage Sheds ☐ Other:
Hazardous Materials on Site (specify): used automotive fluds, batteries, fuel (no bulk fuel)
☑ Outdoor Storage Height (avg. from ground level to peak):
Total Parcel Coverage: % (must include structures & hard surfacing) Lot Area: 2.31acres
Landscaped Area: 1402 ☑ sq. meters ☐ sq. feet Number of parking stalls provided: 8
Water Meter Size: ☐ ¾" ☐ 1" ☐ 1.5" ☐ 2" ☐ Other (please specify size):
Temporary Water Connection Needed ☐ Yes ☑ No ☐ Other:
Overall Area of Building or Addition: ☐ sq. meters ☐ sq. feet
Office: ☐ sq. meters ☐ sq. feet Upper Level: ☐ sq. meters ☐ sq. feet
Number of Bays: Overall Height to Peak from grade: ☐ meters ☐ feet
Structure Type: Exterior Finish: Colors: Roofing Materials:
Proposed Commencement Date: Proposed Completion Date:
Approximate Value of Development: $ (Building Materials and Labour)
☐ **Variance Required:** Reason for variance:

BLACKFALDS
ALBERTA

# Town of Blackfalds
## DEVELOPMENT PERMIT APPLICATION
## COMMERCIAL / INDUSTRIAL / INSTITUTIONAL

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning.development@blackfalds.ca
www.blackfalds.ca

RECEIVED
SEP 18 2026

**Development Permit #:** 236-26

**Application Date:** SEP 18 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 ☐

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):
Construction of a approximately 1200 sq.ft. concrete pad and steel structure shop for an auto parts dismantling and salvage operation. Please See extra Papers attached.

**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 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 conditons of approval. By submitting this application I hereby allow right of entry for inspection purposes.*

Permit Applicant Name(s): Section 20(4)(h)(i)

Permit Applicant Signature(s): Section 20(1)

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

Landowner Signature(s): Section 20(1)

**BELOW 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) | $ | MPC Date: |
| TOTAL: *Double permit fee is charged for submitted permits where work has already started or is completed. | $ | 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.

236-26

Description of work:

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Construction of an approximately 1200 Sq. ft. concrete pad and steel structure shop for an auto parts dismantling and salvage operation. Vehicles will be dismantled within the shop, with storage of vehicles and recovered auto parts on the property. A trailer office will be located adjacent to the shop for administrative / office use.

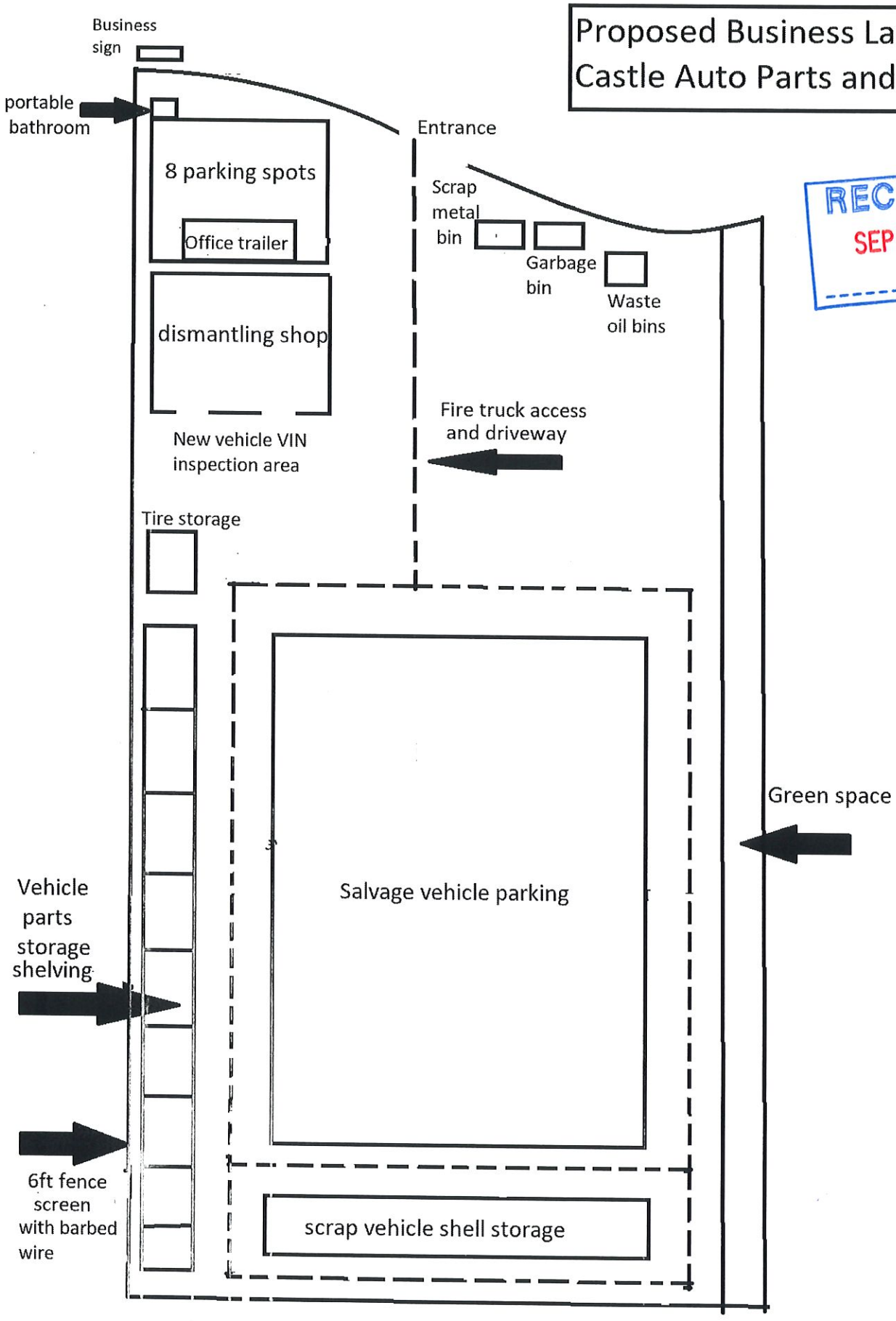
6 feet steel Fence with screen and barbed wire on the top will be around the yard boundaries except west side of the property which is already fenced by the next door property owner. Scrap the grass and gravel the property except the green space.

Asphalt on parking area.

Utilities connections.

# Proposed Business Layout
# Castle Auto Parts and Sales ltd

RECEIVED
SEP 18 2026



# Transportation and Economic Corridors Notice of Referral Decision

## Municipal Development in Proximity of a Provincial Highway

| | | | |
|---|---|---|---|
| **Municipality File Number:** | DP 236-26 | **Highway(s):** | 2A, 597 |
| **Legal Land Location:** | QS-NW SEC-23 TWP-039 RGE-27 MER-4 | **Municipality:** | Lacombe County,Blackfalds |
| **Decision By:** | Yashi Parmar | **Issuing Office:** | Central Region / Red Deer |
| **Issued Date:** | October 23, 2026 | **AT Reference #:** | RPATH0077311 |
| **Description of Development:** | Notice of Proposed Development | | |



This will acknowledge receipt of your circulation regarding the above noted proposal. Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity to the proposed development(s).

**Transportation and Economic Corridors has no objections in principle and offers the following comments and observations with respect to the proposed development(s):**

- Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable
- Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.
- The subject land is within the permit area of a highway as outlined in the Highways Development and Protection Regulation. Proposed development on the subject will require the benefit of a Roadside Development Permit from Transportation and Economic Corridors.
    - Developments must be setback at least 10m from the property line.
    - A Traffic Impact Assessment may be required at the development permit stage, depending on the amount of traffic expected to be generated.

Please contact Transportation and Economic Corridors through the RPATH Portal if you have any questions, or require additional information.

Alberta

Issued by **Yashi Parmar, Development and Planning Technologist,** on October 23, 2026 on behalf of the Minister of Transportation and Economic Corridors

**Billie Parisien**

**From:** circulations . <circulations@telus.com>
**Sent:** October 13, 2026 1:17 PM
**To:** Billie Parisien
**Subject:** Re: Notice of Proposed Development

Caution! This message was sent from outside your organization.

Allow sender | Block sender | Report

Good Day,

Thank you for including TELUS in your circulation. In order to protect any future facilities that will be placed to service this development, TELUS would like to be named within the General Utility Right of Way agreement that is registered. If a General Utility Right of Way agreement will not be registered, please have the applicant/developer contact circulations@telus.com to initiate a TELUS Utility Right of Way Agreement.

Thank you,

**Joanne Bourdage**

**Real Estate Specialist | TELUS Land Solutions Team**
National Network Planning (NNP)
2930 Centre Avenue NE, Calgary, AB T2A 4Y2

**The future is friendly®**

circulations@telus.com

On Tue, Oct 13, 2026 at 11:30 AM Billie Parisien <BParisien@blackfalds.ca> wrote:

> Good morning,
>
> Please find attached a Notice of Proposed Development located at 5432 Blackfalds Industrial Way, Blackfalds, Alberta, for your review.
>
> We kindly request that any comments be provided by **the end of the day on October 27, 2026.**

If you have any questions, please don't hesitate to contact me.

Sincerely,

**Billie Parisien**
***Development Officer II***
**Town of Blackfalds**
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0

T: 403.885.6236

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## Billie Parisien

**From:** Carlton Kirby <ckirby@legacydesigntech.com>
**Sent:** October 13, 2026 3:42 PM
**To:** Billie Parisien
**Cc:** Project Manager - Northern Alberta; NABtransmittals
**Subject:** RE: Notice of Proposed Development-T00072920

Caution! This message was sent from outside your organization.

Allow sender | Block sender | Report

Good afternoon Billie,

On behalf of Rogers Communications Canada Inc. We have reviewed the Notice of Proposed Development and have no objections with the proposal.

Thank you,

Carlton Kirby
Design Specialist
LEGACY
M: 587.433.4902
E: ckirby@legacydesigntech.com
A: 3001 Shepard Pl SE, Calgary, AB, T2C4P1
W: www.legacydesigntech.com

Disclaimer: The contents of this email and any attachments are confidential. They are intended for the named recipient(s) only. If you have received this email by mistake, please notify the sender immediately and do not disclose the contents or make any copies.

**From:** Billie Parisien <BParisien@blackfalds.ca>
**Sent:** Tuesday, October 13, 2026 11:30 AM
**To:** Land Service <landserv@fortisalberta.com>; southlandadmin@atcogas.com; Gas Land Department <land.admin@atco.com>; circulations@telus.com; Project Manager - Southern Alberta <projectmanagersouthernalberta@sjrb.ca>; Planning Department <planning@lacombecounty.com>; JThompson@lacombe.ca
**Cc:** Jolene Tejkl <JTejkl@blackfalds.ca>; Candice Hilgersom <CHilgersom@blackfalds.ca>
**Subject:** Notice of Proposed Development

Good morning,

Please find attached a Notice of Proposed Development located at 5432 Blackfalds Industrial Way, Blackfalds, Alberta, for your review.

We kindly request that any comments be provided by **the end of the day on October 27, 2026.**

If you have any questions, please don't hesitate to contact me.

Sincerely,

**Billie Parisien**
***Development Officer II***
**Town of Blackfalds**
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.6236

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---

## Billie Parisien

**From:** Gas Land Department <land.admin@atco.com>
**Sent:** October 21, 2026 12:19 PM
**To:** Billie Parisien
**Subject:** ATCO Transmission 10045 RESPONSE RE: Notice of Proposed Development

Caution! This message was sent from outside your organization.

Allow sender | Block sender | Report

ATCO Transmission wishes to confirm we have no conflict as we have no high-pressure pipelines in the proposed area.

NOTE: ATCO Distribution [Gas] will reply under separate email.

Thank you for allowing ATCO to review your proposal and provide feedback.

**Eileen Fecho CONTRACTOR**
Administrative Coordinator | Land | Gas Transmission
ATCO Pipelines & Liquids Global Business Unit

E: fecho.eileen@atco.com
A. 14th Floor ACE, 10035-105 St NW, Edmonton AB Canada T5J 1C8




ATCO.com Facebook Twitter LinkedIn

**From:** Billie Parisien <BParisien@blackfalds.ca>
**Sent:** Tuesday, October 13, 2026 11:30 AM
**To:** Land Service <landserv@fortisalberta.com>; southlandadmin@atcogas.com; Gas Land Department <land.admin@atco.com>; circulations@telus.com; Project Manager - Southern Alberta <projectmanagersouthernalberta@sjrb.ca>; Planning Department <planning@lacombecounty.com>; JThompson@lacombe.ca
**Cc:** Jolene Tejkl <JTejkl@blackfalds.ca>; Candice Hilgersom <CHilgersom@blackfalds.ca>
**Subject:** Notice of Proposed Development

You don't often get email from bparisien@blackfalds.ca. Learn why this is important

CAUTION: This email originated outside of ATCO. Do not click links or open attachments unless you trust the sender and know the content is safe. Immediately report suspicious emails using the **Phish Alert Report button**.

Good morning,

Please find attached a Notice of Proposed Development located at 5432 Blackfalds Industrial Way, Blackfalds, Alberta, for your review.

We kindly request that any comments be provided by **the end of the day on October 27, 2026.**

If you have any questions, please don't hesitate to contact me.

Sincerely,

**Billie Parisien**
***Development Officer II***
**Town of Blackfalds**
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.6236

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## Billie Parisien

**From:** Jesse Stretch
**Sent:** November 2, 2026 11:24 AM
**To:** Billie Parisien
**Cc:** Candice Hilgersom; Jesse Stretch
**Subject:** FW: Notice of Proposed Development - 236-24
**Attachments:** G2119 - Notice of Proposed Development - 236-26.pdf; G2119 - Location.png

**From:** Huseby, Chad (AltaLink) <Chad.Huseby@AltaLink.ca>
**Sent:** November 2, 2026 10:31 AM
**To:** Planning & Development | Blackfalds <planning_development@blackfalds.ca>
**Cc:** Bosch, Darcy (AltaLink) <Darcy.Bosch@AltaLink.ca>; Cunningham, Drew (AltaLink) <Drew.Cunningham@AltaLink.ca>
**Subject:** RE: Notice of Proposed Development - 236-24

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I would like to add to Drew's email and state that AltaLink is asking that the applicant revise the Land Use map they have submitted. As Drew mentioned we have no right to restrict Land Use activities outside our Right of Way. That said we do have concerns with the current plan to use our existing ROW as vehicle/material storage. We are hoping to see a new plan submitted that highlights our ROW as not part of the Salvage Vehicle Parking and Scrap Vehicle Shell Storage areas.

Please call if you have any questions.

**Chad Huseby SR/WA Surface Land Coordinator**
**T** (403) 967-2052 **C** (403) 877-1372 **E** chad.huseby@altalink.ca

**AltaLink**
#110, 7474-79th Street Red Deer, AB T4P 0R6
www.altalink.ca

**From:** Cunningham, Drew (AltaLink) <Drew.Cunningham@AltaLink.ca>
**Sent:** Thursday, October 22, 2026 2:53 PM
**To:** planning_development@blackfalds.ca
**Cc:** Huseby, Chad (AltaLink) <Chad.Huseby@AltaLink.ca>; Bosch, Darcy (AltaLink) <Darcy.Bosch@AltaLink.ca>
**Subject:** Notice of Proposed Development - 236-24

Good Afternoon,

Regarding the attached Notice of Proposed Development:

AltaLink has a 138kV transmission line (444 Line, "444L") and easement/right-of-way which crosses the subject lands. The line and easement are visible in the attached screenshot as the blue line and pink lines respectively. I am unclear on the extent of AltaLink's right-of-way extents here (the overlapping pink

lines suggest that more than one right-of way exists/existed), but I assume the current details will show up as a land instrument on title.

Our internal standards prohibit the use of the easement/right-of-way for permanent storage. To clarify, whether the stored vehicles/material would be moved/removeable (and thus not "permanent" per se), the *ongoing use of the area for storage* is still prohibited.

Additionally, and regardless of land rights, there are restrictions on the maximum height of material/objects which can be stored/placed under a transmission line to comply with Alberta Electric Utility Code. Objects above ~3.6m in height would conflict with clearance requirements around mid-span. There would also be restrictions on the height of equipment which safely could operate under the line, so the placement/removal of vehicles under/in proximity the transmission circuit & emptying of waste bins under/in proximity to the transmission circuit may raise some safety concerns.

There can also be electrical hazards associated with storage or construction of metallic objects under/in proximity to the line. Overhead transmission circuits can induce currents in ungrounded/electrically isolated metal, which can build up and cause shocks if someone touches the object (creating a path to ground through their body). With permanent structures these effects can typically be mitigated through bonding & grounding, but this may be ineffective/impractical for vehicles/salvage vehicles. Electrical effects may extend up to ~50m from a transmission circuit at this voltage, although because EMF drops off rapidly with distance the hazard tends to be most prevalent within ~20m at this voltage. The landowner would be responsible for mitigating any "objectionable potentials" related to improvements around electrical supply infrastructure through bonding and grounding, per Alberta Electric Utility Code 10-004.

While AltaLink has no objection to surface improvements outside of its easement/right-of-way (eg. the shop, parking area etc.), please be aware also that height restrictions may apply to tall objects within ~12.7m as measured from the transmission line centerline to comply with code.

If you have any questions or concerns regarding safety requirements or development restrictions, please let me know.

Thank you,

**Drew Cunningham, C.E.T.**

**Lines Encroachment Technologist**

P: (403) 365-7424; C: (403) 899-5791; E: Drew.Cunningham@Altalink.ca

**AltaLink** 2611 - 3rd Ave SE Calgary AB, T2A 7W7

**From:** Bosch, Darcy (AltaLink) <Darcy.Bosch@AltaLink.ca>
**Sent:** Thursday, October 22, 2026 2:05 PM
**To:** Cunningham, Drew (AltaLink) <Drew.Cunningham@AltaLink.ca>
**Subject:** FW: Scanned from a Xerox Multifunction Printer

Drew

This came snail mail there is a dead line for response of Oct 27.
It appears they want to wreckage yard in this location which will be under our transmission line




Darcy Bosch Land Administrator
T (403) 267-2126 E darcy.bosch@altalink.ca

AltaLink
2611 – 3rd Ave SE
Calgary, A.B. T2A 7W7
www.altalink.ca

-----Original Message-----
From: Bosch, Darcy (AltaLink) <Darcy.Bosch@AltaLink.ca>

Sent: Thursday, October 22, 2026 2:03 PM
To: Bosch, Darcy (AltaLink) <Darcy.Bosch@AltaLink.ca>
Subject: Scanned from a Xerox Multifunction Printer

Please open the attached document. It was sent to you using a Xerox multifunction printer.

Attachment File Type: pdf, Multi-Page

Multifunction Printer Location:
Multifunction Printer Name: HOE_FLR1_CEN_C8070

For more information on Xerox products and solutions, please visit
https://nam11.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.xerox.com%2F&data=05%7C02%7CALT-dbosch%40brkenergy.mail.onmicrosoft.com%7C7412fdd3c4f54f8d451708df30775348%7C7c1f6b10192b4a839d3281ef58325c37%7C0%7C0%7C639282961377483069%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=NV5eRxQXAvxREUvAB7juW3CwyFbwakXHduuNoKAUVLM%3D&reserved=0

Permit 236-26 – Subject Property – 5432 Blackfalds Industrial Way

Notification Addresses

Proposed Wreckage and Salvage Yard



**TOWN OF BLACKFALDS**
**MUNICIPAL PLANNING COMMISSION MEETING**
**November 19, 2026**

| | |
|---|---|
| **TO:** | Municipal Planning Commission |
| **PREPARED BY** | Billie Parisien, Development Officer II |
| **PRESENTED BY** | Billie Parisien, Development Officer II |
| **DEVELOPMENT:** | Development Permit application 256-26<br>• *Accessory Suite requesting a variance to the minimum separation requirement between approved Accessory Suites.* |
| **ADDRESS:** | 135 Eastpointe Drive (Lot 77, Block 11, Plan 262 1073) |
| **DISTRICT:** | Residential Single Dwelling Medium Lot District (R-1M) |

## SUMMARY:

The Development Permit application is requesting a variance to allow for an Accessory Suite located within ten (10) dwellings of another approved Accessory Suite at 135 Eastpointe Drive, which does not meet the minimum separation requirement outlined in the Land Use Bylaw.

In support of the variance request, the applicant advised that the property was purchased with the intention of developing a legal Accessory Suite to provide additional housing affordability and rental opportunities for prospective homeowners, young families, seniors, or as a mortgage helper. The applicant indicated that they were initially under the impression by the developer that the property complied with the minimum separation requirements and only became aware of the conflict at the time of application review.

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

## BACKGROUND:

The Planning and Development Department received this application on October 9, 2026, requesting a variance to the minimum separation requirement between Accessory Suites, proposing a reduction separation distance of one (1) dwelling.

The subject property is currently undeveloped. A separate Development Permit application has been submitted for the construction of a Detached Dwelling with uncovered deck. No basement development is proposed at this time. The



Detached Dwelling may proceed regardless of whether the Accessory Suite application is approved.

Administration reviewed the property history and applicable provisions of the Land Use Bylaw and is not aware of any previous development approvals, enforcement matters, or planning decisions affecting this subject property.

Under the Land Use Bylaw, an Accessory Suite is classified as a Discretionary Use within the applicable Land Use District. In addition, the proposed development includes a variance to the minimum separation requirement for Accessory Suites. As this application was applied for prior to adoption of Bylaw 1361.26, which delegated approval authority for all Discretionary Use applications to the Development Officer, the application must be considered by the Municipal Planning Commission in its role as the Development Authority.

## ANALYSIS:

The subject lot is located within a predominantly residential area of the Town. The subject lot and the properties to the east are designated Residential Single Dwelling Medium Lot District (R-1M) and Residential Multi Dwelling District (R-2) and the properties to the north and west are designated Residential Single Dwelling Medium Lot District (R-1M) under the Town's Land Use Bylaw.

Notification of the proposed Accessory Suite with a 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 Accessory Suite with a 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 require the development to be constructed in accordance with the approved plans.

The consideration before the Municipal Planning Commission is whether the requested Accessory Suite with a variance is 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 an Accessory Suite with variance, as presented in Development Permit 256-26 located at 135 Eastpointe Drive (Lot 77, Block 11, Plan 262 1073), subject to the following conditions being met to satisfaction of the Development Officer:

## CONDITIONS

1. The Accessory Suite shall comply with all applicable regulations of the Land Use Bylaw, except for the approved variance to the ten (10) dwelling separation requirement.

2. Two (2) additional off-street parking stalls must be provided and maintained at all times for the Accessory Suite.

3. Any changes to the approved application shall require a separate permit.

## *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 (MGA), take such actions as necessary to ensure that the provisions are complied with.*

## ALTERNATIVES

A. Refer the application to administration for additional 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. Adjacent Landowners Referral Map

BLACKFALDS
ALBERTA

# Town of Blackfalds
## DEVELOPMENT PERMIT APPLICATION
## RESIDENTIAL

Box 220, 5018 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.8679
Fax: 403.600.0045
planning_development@blackfalds.ca
www.blackfalds.ca

RECEIVED
OCT 09 2026

Development Permit #: 256-26 Application Date:

***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): 1574997 Alberta LTD

Mailing Address: 6784 65 Ave.

City: Red Deer Prov: AB Postal Code: T4P1A5

Phone: 403-347-8147 Alt Phone:

Email Address: admin@riverhomes.com

Preferred Method of Correspondence: ☑ Email ☐ Mail ☐ Phone

☐ (Same as Landowner)

Applicant/Contractor Name(s): Harley Wolowski

Mailing Address:

City: Prov: Postal Code:

Phone: Alt Phone:

Email Address:

Preferred Method of Correspondence: ☑ Email ☐ Mail ☐ Phone

**WOLOWSKI DEVELOPMENTS INC.**
5515 - 52nd Avenue
Lacombe, AB T4L 1L1
email: hwolowski@outlook.com
Ph. 403.302.7709

**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: $ 300000.00 0
(Building Materials and Labour)

**Civic Address of Property to be Developed:** 135 EAST POINTE DRIVE

Lot: 77 Block: 11 Plan: 2621073 Land Use District: R-1M

Existing Land Use: VACANT LOT

Number of Storeys: 1 Height (avg. from ground level to peak):

Lot Area: PP Uncovered Deck Construction Included: If yes, size: 168 ☐ sq m ☑ sq ft

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

Yard Setbacks - Front Yard: PP Left Side Yard: PP

Right Side Yard: PP Rear Yard: PP

Number of off-street parking stalls: 4 (location and size must be shown in the site/plot plan)

**Primary Building:** ☐ sq. meters ☐ sq. feet

Main Floor: 1167 Upper Floor: Basement: 950 Attached Garage:

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

Shed: N/A Detached Garage: N/A

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

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

Basement Floor (Accessory Suite): 950

☑ **Variance Required:** Reason for variance: DISTANCE BETWEEN APPROVED SUITES.

Proposed Commencement Date: OCT 15, 2026 Proposed Completion Date: JAN 15, 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

If yes, please describe:

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# Town of Blackfalds
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planning_development@blackfalds.ca
www.blackfalds.ca

**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://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):
SINGLE FAMILY DWELLING WITH BASEMENT LEGAL SUITE
ACCESSORY SUITE IN VARIANCE - DISTANCE BETWEEN SUITES.

**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 aplication 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 conditons of approval. By submitting this application I hereby allow right of entry for inspection purposes.*

X Permit Applicant Name(s):_____

X Permit Applicant Signature(s):_____

WOLOWSKI DEVELOPMENTS INC.
5515 - 52nd Avenue
Lacombe, AB T4L 1L1
email: hwolowski@outlook.com
Ph. 403.302.7709

Landowner Name(s):_____

Landowner Signature(s):_____

**FOR OFFICE USE ONLY**

Lot: 77 Block: 11 Plan: 2621073 Land Use District: R-1M 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) | $ 200- | MPC Date: _____ |
| TOTAL: *Double the permit fee is charged for submitted permits where the work has already started or is complete. | $ 200- | SDAB Date: _____ |
| | | Notification Date: _____ |

Receipt #: 696213 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.

**Wolowski Developments Inc.**

5515 - 52 Avenue, Lacombe, AB T4L 1L1
hwolowski@outlook.com 403-302-7709

LETTER OF INTENT

Please consider my application for a legal suite as a basement development at the civic address of 135 Eastpointe Drive.

I purchased this lot with the intention of completing a legal suite to allow affordability for the home buyer and a rental option for a young family, seniors or a mortgage helper for the owner.

At the time of purchase, I was told that the lot was within the 10-house zoning requirement and found out this was not the case at the time of application. Due to this issue, I am requesting a variance to allow the project to proceed as I originally planned it.

The suite itself would be a 2-bedroom with a kitchen and rear alley access. I have allowed for 4 off-street parking stalls as well. The lot itself is a corner which would create almost no impact on parking density. This as well as the fact that no garage is proposed, further reduces impact to the subdivision.

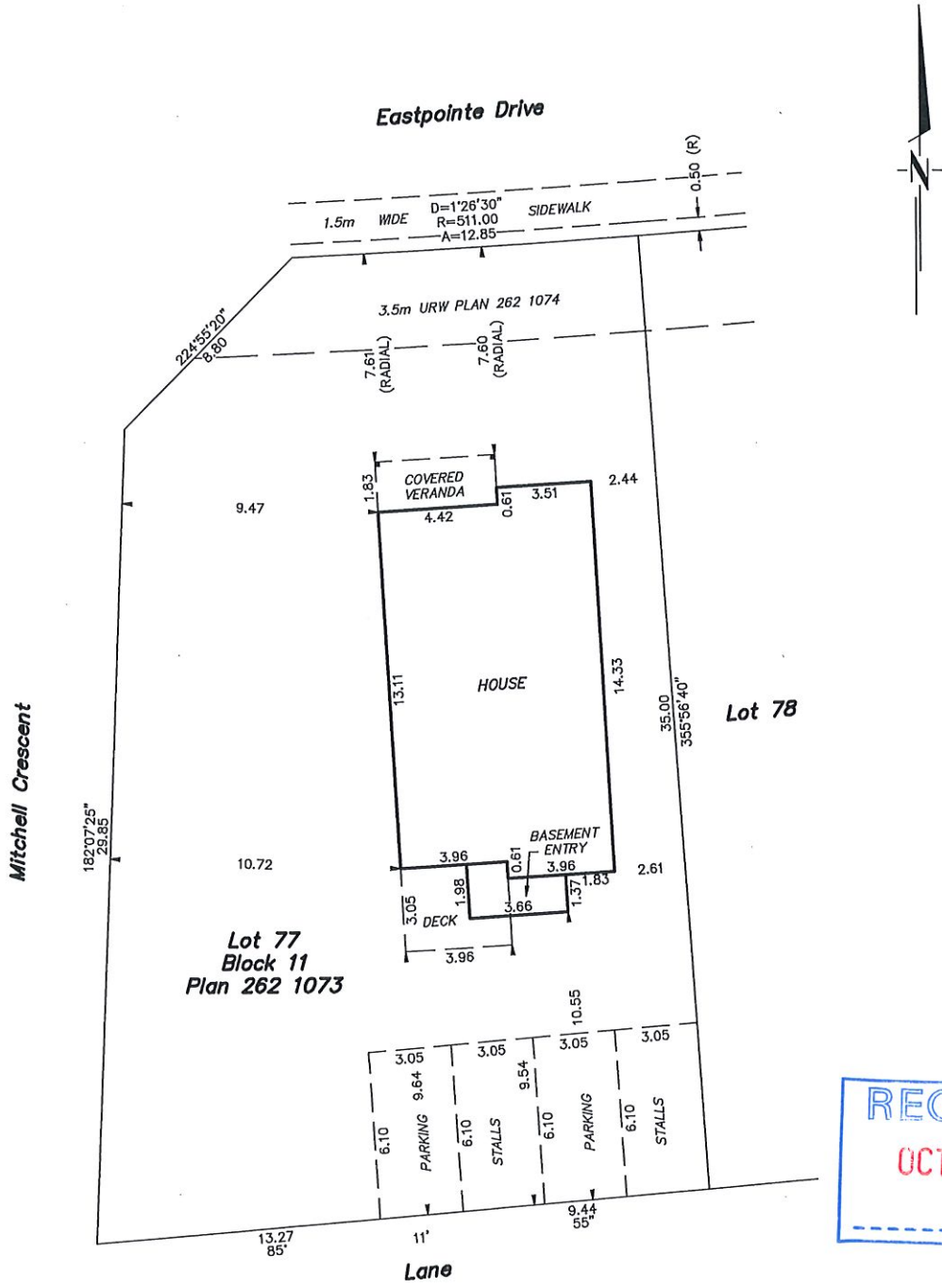
Thank you for your consideration to this project.

Regards,

Harley Wolowski

# PLOT PLAN

SUPPORT COLUMNS ARE SHOWN THUS..... ■




RECEIVED
OCT 14 2026

*Zoned: R1–M*
*Parcel Coverage: 18.4%*
*Total Lot Area: 714.9 sq.m.*
*Landscape Area: 72.5% (518.1 sq.m.)*

*Revised: October 13th, 2026*
*(shift house location)*

**LEGAL DESCRIPTION**

Lot(s) 77 Block 11 Plan 262 1073

**CLIENT**

WOLOWSKI DEVELOPMENTS

**MUNICIPAL ADDRESS**

#135 EASTPOINTE DRIVE, BLACKFALDS, ALBERTA

| | |
|---|---|
| Drawn By: DB | Chk'd: DM |
| Date: October 7th, 2026 | |
| Scale: 1 : 200 | |
| File No.: C–208–26 | |


**BEMOCO LAND SURVEYING LTD**
100, 6040–47th Avenue
Red Deer, Alberta

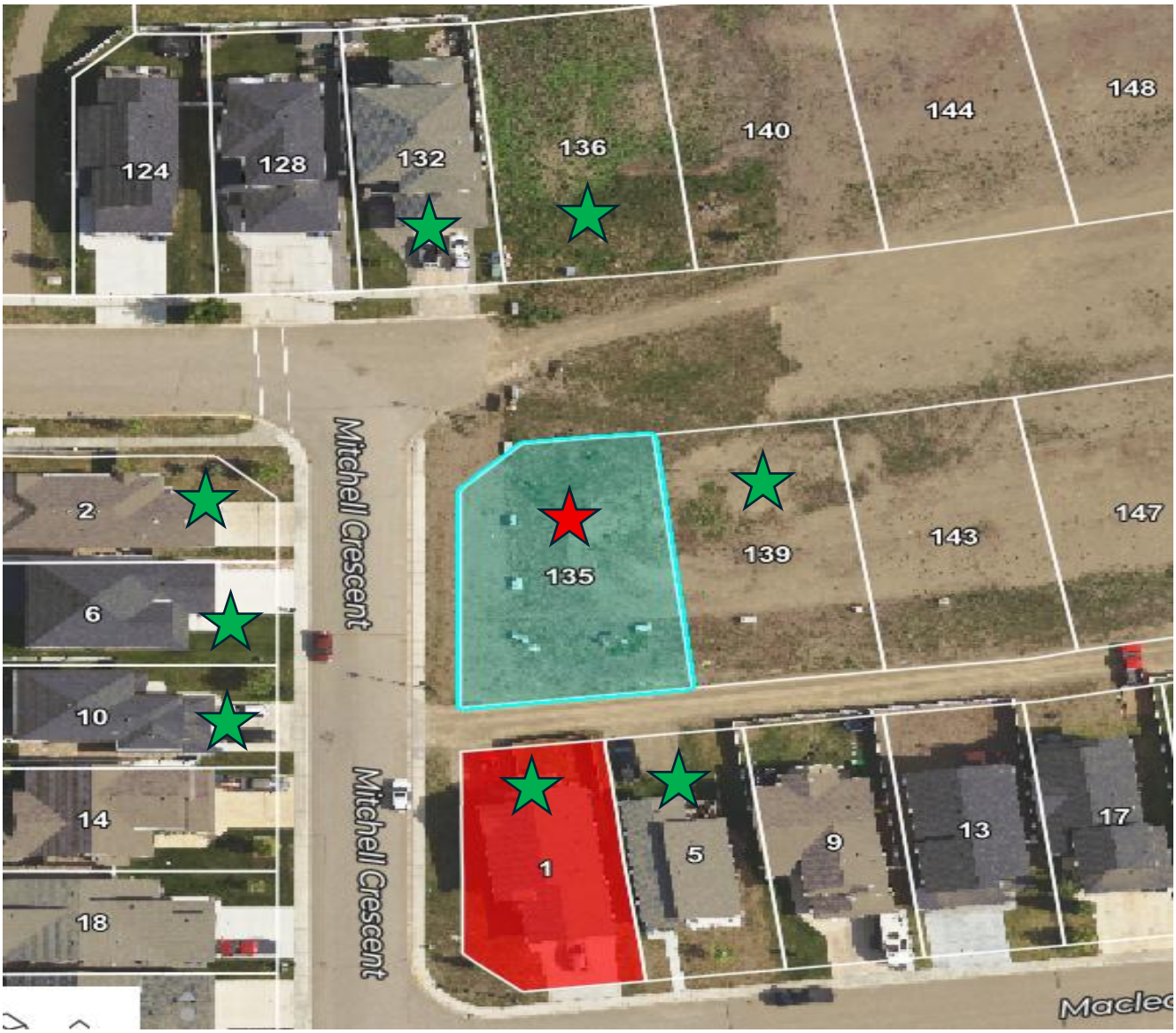
www.bemoco.com
PHONE: 403–342–2611

Permit 256-26 – Subject Property – 135 Eastpointe Drive

Notification Addresses

Accessory Suite with a variance

- Variance – less than 10 house between an existing approved Accessory Suite.






Permit 256-26

Subject Property – 135 Eastpointe Drive - Proposed Accessory suite with variance

- Existing approved accessory suite
    - Variance - less than 10 houses between permitted accessory suites