

# MUNICIPAL PLANNING COMMISSION

## AGENDA

October 3, 2024

8:30 A.M. – TOWN OFFICE – UPSTAIRS MEETING ROOM

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1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Confirmation of the August 29, 2024 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3537-2024  
**Applicant:** Dave Hagen  
**Legal:** Lot 11, Block 3, Plan 3173TR  
**Municipal:** 6011- 40 Avenue Close  
**Proposed Development:** Relocation of Mobile Home (2007)
7. **Development Application:** 3545-2024  
**Applicant:** Score Projects  
**Legal:** Lot 13, Block 7, Plan 7722740  
**Municipal:** 3810 – 47 Avenue  
**Proposed Development:** Temporary Structure
8. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING**  
**August 29, 2024**

**Present:**

Councillors Cheryl Barros, Gord Lawlor, Scott Pfeiffer, and Kurt Baker, Development Officer Angela Stormoen and Planning & Operations Clerk Maddie Standage

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:30 a.m.

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

Moved by Councillor Kurt Baker to accept the agenda as presented.

MOTION CARRIED

Unanimous

4. **Confirmation of the August 8, 2024 MPC Meeting Minutes**

Moved by Councillor Scott Pfeiffer that the Minutes of the August 8, 2024 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3362-2022 (renewal)

**Applicant:** Interpipeline

**Legal:** Lot 8, Block 1, Plan 1423887

**Municipal:** 4801 – 75 Street

**Proposed Development:** Temporary Structure – Metal Freight Container

Director of Planning and Development read a report that follow:

**General:**

The applicant is requesting a renewal for the 20' by 8' secure seacan for the purpose of storage which was previously approved by Municipal Planning Commission on June 9, 2022. With the original approval having expired the applicant is requesting a renewal as per the condition of the original development permit.

The original application was for the 20' x 8' seacan along the southeast side of the building. The seacan is currently located at the same location as originally proposed and painted the same colour as the principal building. (Please see attached images)

Under the current C2: Commercial Highway District, Temporary Structures would be considered a Discretionary Use: All Permitted Uses within the Industrial District. The Industrial District does list a Permitted Use for a Temporary Structure, however under Section 56.2 it states "Metal freight/cargo storage containers shall only be permitted in Industrial Land Use Districts.

When considering an application for discretionary use, MPC shall have regard to the "design, character and appearance of the proposed development and in particular whether it is compatible with the surrounding properties."

When considering this proposed development, MPC must consider the Highway Commercial District and the intent of the Highway Commercial Design Guidelines.

**Development Review:**

See Attached Land Use Bylaw Review of the following sections:

Section 9: Definitions

Section 19: Decision specifically 19.3 Discretionary Uses

- 19.3.3 Shall refuse the application if the proposed development does not conform to this Bylaw

Section 21: Variance Authority

Section 56: Temporary Structures specifically 56.2:

- Metal freight/cargo storage containers shall only be permitted in Industrial Land Use Districts.

Section 85: C2 Commercial Highway District

- Discretionary Use: "All Permitted Uses within the Industrial District"

Section 87: I Industrial District

- Permitted Use: "Temporary Structure"

Section 95: OH Overlay Highway Design Guidelines District

**Legislation and Policy:**

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw.

**Recommendation:**

That the Municipal Planning Commission approve this application subject to the following conditions:

1. The Development Permit is valid for a 24 month period at which time the applicant can apply to renew;

2. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
3. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
4. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation.
5. The applicant must ensure that the temporary structure is maintained in good repair and do not become in a state that constitutes a nuisance under the Town of Stettler Nuisance Bylaw 1945-07;
6. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;

### **Discussion**

Councillor Gord Lawlor advised that in his opinion the structure looks well maintained.

Discussion ensued regarding the 24 month timeframe of the permit extension and the advantages and disadvantages of extending the timeframe.

Moved by Councillor Gord Lawlor to approve the application as presented.

MOTION CARRIED

Unanimous

#### 7. **Development Application:** 3525-2024

**Applicant:** Storm Mountain Outfitters

**Legal:** Lot 7, Block 1, Plan 1423887

**Municipal:** 4805 A&B – 75 Street

**Proposed Development:** Temporary Structure – Metal Freight Container & Billboard

Director of Planning and Development read a report that follow:

#### **General:**

The applicant is proposing a 40' by 10' sea can for the purpose of storage and billboard for one year. The applicant is proposing the sea can be placed approximately 15 meters east of the principal building. (See attached images)

In 2022, the previous business owner was issued a development permit for an interior renovation which included a condition allowing the placement of the seacans on the lot, however, to be removed within 21 days after the building permit was closed. The seacans were placed on the lot and the renovation did not occur. The business has since transitioned to new ownership and after conversation with the owner, all but one seacan has been removed. The owners request is to keep one seacan for additional storage until the business relocates to a new building in one year.

Furthermore, they have freshly painted the Secan and requested the seacan remain at its current location and be utilized as a billboard for advertising brand names they carry in store.

Under the current C2: Commercial Highway District, Temporary Structures would be considered a Discretionary Use: All Permitted Uses within the Industrial District. The Industrial District does list a Permitted Use for a Temporary Structure, however under Section 56.2 it states "Metal freight/cargo storage containers shall only be permitted in Industrial Land Use Districts.

Furthermore, as per section 66 of the Town of Stettler Land Use Bylaw 2060-15, billboards shall not be issued a development permit unless the billboard is located on a lot abutting Hwy 12/56.

When considering an application for discretionary use, MPC shall have regard to the "design, character and appearance of the proposed development and in particular whether it is compatible with the surrounding properties."

When considering this proposed development, MPC must consider the Highway Commercial District, Land Use Bylaw and the intent of the Highway Commercial Design Guidelines.

**Development Review:**

See Attached Land Use Bylaw Review of the following sections:

Section 9: Definitions

Section 19: Decision specifically 19.3 Discretionary Uses

- 19.3.3 Shall refuse the application if the proposed development does not conform to this Bylaw

Section 21: Variance Authority

Section 56: Temporary Structures specifically 56.2:

- Metal freight/cargo storage containers shall only be permitted in Industrial Land Use Districts.

Section 66: Billboards

- A development permit for a billboard shall not be issued unless:

The billboard is to be located on a lot abutting Highway 12 or Highway 56 or in the Highway 12 or Highway 56 right-of-way subject to the approval of Alberta Infrastructure and Transportation;

- A billboard sign shall not:

- Be more than 3.0 m high, and not more than 6.0 m long;
- Proposed: 2.4 m high, 12 m long
- Have a maximum height above grade of more than 6.0 m;
- Proposed: 2.4 m above grade
- Have a maximum area exceeding 18 m<sup>2</sup>;
- Proposed: 30 square meters
- Not be located closer than 3.0 m to any property line;

- Not be erected, constructed, altered or used anywhere within the Town except as provided by this and other bylaws of the Town.

Section 85: C2 Commercial Highway District

- Discretionary Use: "All Permitted Uses within the Industrial District"

Section 87: I Industrial District

- Permitted Use: "Temporary Structure"

Section 95: OH Overlay Highway Design Guidelines District

### **Option 1:**

Refuse Development Permit Application 3525-2024 based on the following reasons:

- 1) As per Section 19 of the Land Use Bylaw 2060-15, the application is for a Discretionary Use ("All Permitted Uses in I District" - "Temporary Structure") in the C2 Highway Commercial District;
- 2) As per Section 66 of the Land Use Bylaw 2060-15, the location of the billboard is not abutting Hwy 12;
- 3) The application does not meet the intent of the C2: Highway Commercial District.
- 4) The application does not meet the intent of the OH: Overlay Highway Design Guidelines District.

### **Option 2:**

Approve Development Permit Application 3525-2024 with the following conditions:

- 1) The Development Permit is valid for a 12 month period at which time the applicant can apply to renew;
- 2) The proposed development (Temporary Structure: Metal Freight Container) shall be abutting the principal building;
- 3) The owner/applicant shall ensure the temporary structure (metal freight container) is finished to a new standard matching the existing building and metal freight container.
- 4) The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
- 5) The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
- 6) Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
- 7) The applicant must ensure that the temporary structure is maintained in good repair and do not become in a state that constitutes a nuisance under the Town of Stettler Nuisance Bylaw 1945-07;
- 8) The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;

### **Option 3:**

Approve Development Permit Application 3525-2024 with the following conditions:

- 1) The Development Permit is valid for a 12 month period at which time the applicant can apply to renew;
- 2) The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
- 3) The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
- 4) Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
- 5) The applicant must ensure that the temporary structure is maintained in good repair and do not become in a state that constitutes a nuisance under the Town of Stettler Nuisance Bylaw 1945-07;
- 6) The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;

### **Discussion**

Discussion ensued regarding current placement and appearance of the structure. Committee members concluded that if approved the structure is required to be relocated along the east side of the building due to visibility from Highway 12 and consistency with previous approvals.

Councillor Gord Lawlor questioned the applicant's concern regarding delivery trucks maneuvering around the building if the seacan were to be relocated. The lot allows for ample space for trucks to turn and unload at the rear of the building.

Discussion shifted to the request for a billboard. Councillor Gord Lawlor stated that a billboard of the proposed size and in the location cannot be permitted however a portable side along the road would be a solution.

Councillor Kurt Baker questioned the condition of painting the structure due to the financial commitment, especially if they are only expecting it to remain for a year. Committee members agreed that it is a financial commitment however to remain consistent with previous approvals the condition should remain.

Discussion ensued regarding compliance of the permit conditions and permit expiration. Planning and Operations Clerk Maddie Standage advised a condition could be included with a deadline to ensure the conditions are met. Further discussion concluded to remain consistent with previous approvals a 24 month timeline would be permitted.

Moved by Councillor Gord Lawlor to approve the application under Option 2 of the Request for Decision with the following conditions changed/included; (1) allow the structure for 24 months; (2) painted and moved by November 1, 2024.  
MOTION CARRIED  
Unanimous

8. The meeting adjourned at 8:59 a.m. on a motion by Councillor Kurt Baker.





## Request For Decision

### Issue:

Development Permit Application: 3537-2024  
Applicant: David Hagen  
Proposed Location: Lot 11, Block 3, Plan 3173TR  
Municipal: 6011 – 40 Avenue Close  
Development: Relocation of Mobile Home (2007)

### **BACKGROUND**

#### General:

The applicant is proposing to relocate a 16' x 68' mobile home to 6011 – 40 Avenue Close, where the lot has been vacant since 2017. The proposed mobile home was constructed in 2007 and as such it is considered a discretionary use in the R3A: Mobile Home Subdivision Land Use District as it exceeds eight years of age from the date of application for a development permit.

Based on the photos submitted by the applicant the proposed 2007 mobile home will not detract the neighborhood.

Appendix A – Proposed 2007 Mobile Home

#### Development Review:

Land Use District – R3A: Mobile Home Subdivision  
Discretionary Use – “Mobile Home > Eight (8) years of age from the date of Development Permit Application”

Minimum Rear Yard Setback – 3 Meters

Proposed Rear Yard Setback – 3 Meters

Minimum Side Yard Setback – 1.5 Meters

Proposed Side Yard Setback (west) – 1.5 Meters

Proposed Side Yard Setback (east) – 3 Meters

Minimum Front Yard Setback – 6 Meters

Proposed Front Yard Setback – > 6 Meters (6m from northwest pin but due to outward curve it will be larger)

#### Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw.

### **RECOMMENDATION**

#### Recommendation:

That the Municipal Planning Commission approves this application subject to the following conditions:

1. The owner/applicant must ensure that all siding is replaced/repaired at time of mobile home relocation;
2. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw 2060-15;
3. The owner/applicant must ensure that the undercarriage of a mobile home shall be screened from view by skirting or such other means satisfactory to the Development Officer/Municipal Planning Commission in accordance with 38.3 of the Land Use Bylaw 2060-15;
4. The owner/applicant shall ensure all accessory structures to a mobile home such as patios porches, additions, skirting and storage facilities shall be fabricated so that the appearance complements the mobile home to the satisfaction of the Development Officer/Municipal Planning Commission in accordance with 38.4 of the Land Use Bylaw 2060-15;
5. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated the Alberta Building Code.
6. Compliance with the provisions of Land Use Bylaw 2060-15 does not exempt the owner/applicant from compliance with any provincial, federal, or other municipal legislation;
7. The owner/applicant must ensure the proposed development (Relocation of Mobile Home) shall be located in accordance with the approved plan;
8. The owner/applicant must submit any revisions in the site plan or alterations of the driveway and obtain approval from the Town of Stettler's Development Authority prior to construction;
9. The owner/applicant shall arrange for and obtain approval for compliance with the Alberta Building Code;
10. The owner/applicant must obtain a building permit for this development. (in order to obtain a building permit all proper documentation, plans. And fees must be in place). If construction commences prior to a building permit being obtained the building permit fee shall be doubled in accordance with Town of Stettler Policy IV-1.

**Alternatives:**

Defeat the application stating reasons.

**Author:**

Angela Stormoen, Development Officer

Appendix A  
2007 Mobile Home



6011 – 40 Avenue Close  
Site plan for 16' by 68' mobile home



- 5' west side yard setback (back corner)
- 12' west side yard setback (front corner)
- 10' rear yard setback
- 10' east side yard setback (back corner)
- 21' front yard setback parallel northwest corner of property

DEVELOPMENT PERMIT APPLICATION FORM  
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # 3537-2024 TAX ROLL # 20317000

APPLICATION TYPE: COMMERCIAL: \_\_\_\_\_ INDUSTRIAL: \_\_\_\_\_ INSTITUTIONAL: \_\_\_\_\_ RESIDENTIAL:  OTHER: \_\_\_\_\_

PROJECT TYPE: NEW CONSTRUCTION: \_\_\_\_\_ RENOVATION: \_\_\_\_\_ DEMOLITION: \_\_\_\_\_ CHANGE IN USE: \_\_\_\_\_ OTHER: Move Mobikin

APPLICANT: DAVID HAGEN MAILING ADDRESS: Box 865

CITY: STETTLER PROV: AB POSTAL CODE: T0C2L0

PHONE: 403 742 5400 FAX: \_\_\_\_\_ EMAIL: \_\_\_\_\_

REGISTERED OWNER: Same ADDRESS: \_\_\_\_\_

ADDRESS OF PROPERTY TO BE DEVELOPED: 6011 40 Ave Close

LOT: 11 BLOCK: 3 REGISTERED PLAN: 3173TR

EXISTING USE: Mobile Home LAND USE DISTRICT: R3A

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: \_\_\_\_\_

Mobile Home

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: \_\_\_\_\_

\*See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM

PARCEL TYPE: INTERIOR \_\_\_\_\_ CORNER \_\_\_\_\_ PARCEL AREA: \_\_\_\_\_

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: \_\_\_\_\_

FRONT YARD: 20 SIDE YARDS: W 10' and E 5' Rear

\*Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable

REAR YARD: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PARCEL COVERAGE: \_\_\_\_\_ %

HEIGHT OF MAIN BUILDING: 14' NO. OF OFF-STREET PARKING STALLS: 1 1/2

EXISTING: \_\_\_\_\_ PROPOSED: \_\_\_\_\_ SIZE OF OFF-STREET LOADING SPACE: \_\_\_\_\_

RTM OR MOBILE HOME MAKE OF UNIT Grandeur Housing YEAR BUILT 2007

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.) \_\_\_\_\_

NIL

SIZE OF ACCESSORY BUILDING: \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_ IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: \_\_\_\_\_ DRIVEWAY LENGTH: \_\_\_\_\_

DISTANCE FROM SIDE PARCEL BOUNDARY: \_\_\_\_\_ PARCEL COVERAGE: \_\_\_\_\_ %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: 60 + 6 + 6 = \$72 M

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: OCT 15 / 24

DATE OF APPLICATION: SEPT 23 / 24 SIGNATURE OF APPLICANT: [Signature]

APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:

- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
- (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
- (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
- (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

NOTE:

- 1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
- 2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

TOWN OF STETTLER OFFICE USE ONLY:

Building Permit Required: _____	MPC Required: _____ MPC Date: _____ MPC Approval: _____
Business License Required: _____	Alberta Transportation Review (adjacent to Hwy 12 or 56): _____
County Referral Required: _____	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): _____
Fire Department Review: _____	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: _____	Application Accepted By: _____
Water: _____ Transportation: _____	Application Approved By: _____

**Issue:**

Development Permit Application #: 3545-2024  
Applicant: Score Projects  
Legal: Lot 13, Block 7, Plan 7722740  
Municipal: 3810 – 47 Avenue  
Proposed Development: Temporary Structure

**Recommendation:**

That the Municipal Planning Commission approves this application subject to the following conditions:

1. That the owner/applicant receives a front yard variance on the south side of 6 meters (67%) to accommodate the proposed temporary structure.
2. That the owner/applicant must legally consolidate lots 10 to 13, block 7, plan 7722740;
3. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of removing the existing approach south of the proposed temporary structure location;
4. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
5. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
6. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
7. The proposed development (Temporary Structure) shall be located in accordance with the approved plan; any changes to this site plan must be approved by the Town of Stettler;
8. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town of Stettler Land Use Bylaw #2060-15;
9. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
10. The owner/applicant shall arrange for and obtain approval from the Municipal Fire Department to confirm compliance.
11. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period

**General:**

The applicant is proposing to relocate a 70' x 100' temporary structure from 6602 – 44 Avenue (County of Stettler lot) to 3810 – 47 Avenue (Score Projects Yard). Upon relocation of the structure, the specifications will be as follows: same foundation (concrete blocks) with engineer report, new tarp shell (white/grey), new tin end walls, new door and removal of existing approach in the southeast corner of the property.

Temporary Structure is a permitted use within the Industrial Land Use District, however, the applicant is requesting a front yard variance of 6 meters (67%) on the South Side of the property.

With the curvature of 47 Avenue at this location and the location of the main shop, the location of the temporary structure would not impede site lines and would be in line with the rear side (north side) of the main building.

Furthermore, the business (Score Projects) is currently located on four separate lots (see attached map), therefore, administration recommends a condition of approval to include the legal consolidation of the lots to avoid future non-compliance.

**Development Review:**

Minimum Front Yard Setback –

Required: 9.0 meters

Proposed: 3.0 meters

Variance Required – 6.0 meters (67%)

**Legislation and Policy:**

1. Staff has assessed this application against the provisions outlined in the Municipal Development Plan and the Land Use Bylaw 2060-15.

**Alternatives:**

- Defeat the application stating reasons

**Author:**

Angela Stormoen, Development Officer

# 3810 – 47 Avenue

Site plan of 70' by 100' shop



3 meter side yard setback

3 meter front yard setback

Dashed line to show setback from principal building



# 3810 – 47 Avenue Street View

Facing East



Facing West



**3810 – 47 Avenue**

Proposed structure \*will have new tarp



DEVELOPMENT PERMIT APPLICATION FORM  
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # 3545-2024 TAX ROLL # 409137009

APPLICATION TYPE: COMMERCIAL: \_\_\_\_\_ INDUSTRIAL: \_\_\_\_\_ INSTITUTIONAL: \_\_\_\_\_ RESIDENTIAL: \_\_\_\_\_ OTHER: \_\_\_\_\_

PROJECT TYPE: NEW CONSTRUCTION: \_\_\_\_\_ RENOVATION: \_\_\_\_\_ DEMOLITION: \_\_\_\_\_ CHANGE IN USE: \_\_\_\_\_ OTHER: \_\_\_\_\_

APPLICANT: Score projects MAILING ADDRESS: Box 1889

CITY: Stettler PROV: AB POSTAL CODE: T0C 2L0

PHONE: 403-740-3040 FAX: \_\_\_\_\_ EMAIL: Lee@scoreprojects.com

REGISTERED OWNER: 1705266 AB Ltd ADDRESS: Box 1889

ADDRESS OF PROPERTY TO BE DEVELOPED: 3810 - 47 ave

LOT: 13 BLOCK: 7 REGISTERED PLAN: 7722740

EXISTING USE: (10-13) industrial shop. LAND USE DISTRICT: F

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: \_\_\_\_\_

BUILDING OCCUPANCY CLASSIFICATION **NEW or CHANGE:** \_\_\_\_\_

\*See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM

PARCEL TYPE: INTERIOR \_\_\_\_\_ CORNER \_\_\_\_\_ PARCEL AREA: \_\_\_\_\_

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: \_\_\_\_\_

FRONT YARD: \_\_\_\_\_ SIDE YARDS: \_\_\_\_\_ and \_\_\_\_\_

\*Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable

REAR YARD: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PARCEL COVERAGE: \_\_\_\_\_ %

HEIGHT OF MAIN BUILDING: \_\_\_\_\_ NO. OF OFF-STREET PARKING STALLS: \_\_\_\_\_

EXISTING: \_\_\_\_\_ PROPOSED: \_\_\_\_\_ SIZE OF OFF-STREET LOADING SPACE: \_\_\_\_\_

RTM OR MOBILE HOME MAKE OF UNIT \_\_\_\_\_ YEAR BUILT \_\_\_\_\_

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.) Tent Building

SIZE OF ACCESSORY BUILDING: 70' wide x 100' long x 36' tall IN HEIGHT

DISTANCE FROM Front PARCEL BOUNDARY: 3m DRIVEWAY LENGTH: \_\_\_\_\_

DISTANCE FROM SIDE PARCEL BOUNDARY: 3m PARCEL COVERAGE: \_\_\_\_\_ %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: \$95000

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: Oct 3 - Jan 1 2025

DATE OF APPLICATION: Oct 2 2024 SIGNATURE OF APPLICANT: [Signature]

- APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:
- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
  - (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
  - (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
  - (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

- NOTE:
- 1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
  - 2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

TOWN OF STETTLER OFFICE USE ONLY:	
Building Permit Required: _____	MPC Required: _____ MPC Date: _____ MPC Approval: _____
Business License Required: _____	Alberta Transportation Review (adjacent to Hwy 12 or 56): _____
County Referral Required: _____	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): _____
Fire Department Review: _____	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: _____	Application Accepted By: _____
Water: _____ Transportation: _____	Application Approved By: _____