

TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Civic Cultural Center – 5018 Waghorn Street
Thursday, June 18, 2026 at 6:00 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 (Dene) 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 May 21, 2026
- 3.2 Development Permit Application 72-26 – Rear and Side Yard Variance (4606 East Railway Street)
- 3.3 Development Permit Application 79-26 – Rear Yard Variance (30 Aztec Crescent)

4. **CONFIDENTIAL**

None

5. **ADJOURNMENT**

MINUTES

MEMBERS PRESENT

Ryan Brown – Vice Chairperson, (*Acting Chair*) Town of Blackfalds Councillor
Jennifer Kirk – Member at Large
Shane Hanson – Town of Blackfalds Councillor

OTHERS ATTENDING

Jolene Tejkl, Planning & Development Manager
Candice Hilgersom, Acting Development Officer II

REGRETS

Alex Garcia – Member at Large
Jim Sands – Chairperson, Town of Blackfalds Councillor

WELCOME AND CALL TO ORDER

Chair Brown welcomed all attending, called the Municipal Planning Commission Meeting to order at 6:00 p.m. and indicated that member Jim Sands sent his regrets.

APPROVAL OF AGENDA

Addition of Business item 3.4. Proposed Land Use Bylaw Amendment to Residential Accessory Buildings and Driveways s

10/26

Member Kirk moved That the Municipal Planning Commission approve the Agenda as for May 21, 2026, amended.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

BUSINESS

3.1 Approval of Minutes

11/26

Member Kirk moved That the Municipal Planning Commission approve the Minutes from April 16, 2026, as presented.

CARRIED UNANIMOUSLY

3.2 Development Permit Application 52-26 – Rear Yard Variance
9 Woodbine Close (Lot 13 Block 12 Plan 062 2688)

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

12/26

Moved by Member Hanson that the Municipal Planning Commission approve for a relaxation of the rear yard setback to allow for the construction of an Accessory Building (detached garage) as presented Development Permit 52-26, located at 9 Woodbine Close (Lot 13, Block 12, Plan 062 2688), 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 3.0 m.

MINUTES

Prior to Occupancy Conditions

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

Development Conditions

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

NOTES

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

CARRIED UNANIMOUSLY

**3.3 Development Permit Application 62-26 – Home Based Business 3
24 Cyprus Road (Lot 48 Block 5 Plan 072 6123)**

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

13/26

Moved by Member Hanson that the Municipal Planning Commission approve the application for a Home Based Business 3 as presented in Development Permit 62-26, located at 24 Cyprus Road (Lot 48, Block 5, Plan 072 6123), subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

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

Development Conditions

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

Ongoing Conditions

5. The business shall not operate without a valid Development Permit or Business License issued by the Town.
6. No physical change to the exterior appearance of the dwelling shall be allowed as a result of the establishment of the home based business.

MINUTES

-
7. Any change in use or intensification of the use of the home based business shall require review of the current Development Permit and may require separate permit approval.

NOTES

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

CARRIED UNANIMOUSLY

3.4 Proposed Land Use Bylaw Amendment to Residential Accessory Buildings and Driveways

Member Kirk introduced a potential Land Use Bylaw amendment to remove the current 1 m or 6 m setback requirements for Accessory Buildings when an Accessory Building will be accessed by a driveway. The Commission discussed how this current requirement is redundant and that many applications the Commission considers are variance requests due to this regulation.

After some discussion, the following motion was put forward:

14/26

Moved by Member Kirk That the Municipal Planning Commission recommend to Council that Council consider amendments to the Land Use Bylaw No. 1268.22 as follows:

1. Section 4.1.2(c)(i) be amended by deleting the phrase: *“except buildings having vehicle access, which are regulated by Section 3.20.”*
2. Section 3.20.6(a)(i)(ii) be deleted.
3. Section 3.20.6(b) be amended by deleting the phrase: *“Where no access by way of the Lane is provided to a Building, the Driveway.”*, and replacing it with: *“Driveways shall meet the minimum requirements for a parking stall as listed in this section.”*

CARRIED UNANIMOUSLY

ADJOURNMENT

Chair Brown adjourned the Municipal Planning Commission Meeting at 6:25 p.m.

Jim Sands, Chairperson

Jolene Tejkl, Recording Secretary/Planning & Development Manager

TOWN OF BLACKFALDS MUNICIPAL PLANNING COMMISSION MEETING June 18, 2026

TO: Municipal Planning Commission

PREPARED BY Candice Hilgersom, Acting Development Officer II

PRESENTED BY Jolene Tejkl, Planning & Development Manager

DEVELOPMENT: Development Permit Application 72-26

- *Rear and Side Yard Variance*

ADDRESS: 4606 East Railway Street (Lot 2B, Block 1, Plan 782 2510)

DISTRICT: Industrial Light District (I-1)

SUMMARY:

This Development Permit Application is to bring an existing building into compliance with the Land Use Bylaw (LUB) rear and side yard setback requirements by issuing a variance to the regulations. The existing building location is not causing any challenges to adjacent landowners and has been in this same location since approximately 1991.

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

BACKGROUND:

The application before the Commission is for a rear and side yard setback variance for an existing building located at 4606 East Railway Street.

The required variances were identified during a request for a Certificate of Compliance. The submitted survey indicated that the building is setback 0.90 m from the rear property line and 0.86 m from the east side property line. The LUB requires buildings within the I-1 District to have a minimum setback of 6.0 m from the rear property line and 3.0 m from all side property lines.

ANALYSIS:

The subject parcel, as well as the properties to the north and south, are designated Light Industrial District (I-1) under the Town's LUB. The property to the east is designated Public Facility (PF) and forms part of the Iron Ridge Elementary School site. Properties to the northeast are designated Residential Multi Dwelling District (R-2) and the property located northwest is part of the railway line and doesn't have a Land Use District attributed to it.



Notification of the proposed rear and side yard setback variances were sent to adjacent landowners. To date, one response has been received by CPKC.

CPKC response:

"CPKC is generally not opposed to Commercial/Industrial type developments adjacent to our right of way. Notwithstanding that statement, commercial developments should still meet certain recommendations based upon site specific conditions and intended use".

A map identifying the landowners who were notified is attached to this report.

The Department has reviewed the application and determined that the requested variances are unlikely to result in negative impacts on adjacent landowners. The existing building location has not caused any known adverse effect.

RECOMMENDATION:

That the Municipal Planning Commission approve the application for a rear and side yard variance for an existing building as presented in Development Permit 72-26, located at 4606 East Railway Street (Lot 2B, Block 1, Plan 782 2510), subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. The applicant shall ensure that the rear yard setback for the existing building does not exceed 0.86 m.
2. The applicant shall ensure that the east side yard setback for the existing building does not exceed 0.90 m.

NOTES

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

ALTERNATIVES

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



Candice Hilgersom
Acting Development Officer II

Attachments:

1. Development Permit Application
2. Site Plan
3. Adjacent Landowners Referral Map
4. CPKC Comments

Town of Blackfalds DEVELOPMENT PERMIT APPLICATION COMMERCIAL / INDUSTRIAL / INSTITUTIONAL

Development Permit #: _____

Application Date: April 28 2026

To Be Completed By Applicant:

Do you have a Business License with the Town of Blackfalds? Yes No

Permit Being Applied for By: Land Owner Applicant/Contractor

**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): 718827 Alberta Ltd. **ATIA Section 20(4)(h)(i)**

Mailing Address: **ATIA Section 20(1)**

City: **ATIA Section 20(1)** Prov: AB Postal Code: **ATIA Section 20(1)**

Phone: **ATIA Section 20(1)** Alt Phone: _____

Email Address: **ATIA Section 20(1)**

Preferred Method of Correspondence: Email Mail Phone

(Same as Landowner)

Applicant/Contractor Name(s): Accelerated Surveys Ltd. **ATIA Section 20(4)(h)(i)**

Mailing Address: **ATIA Section 20(1)**

City: **ATIA Section 20(1)** Prov: AB Postal Code: **ATIA Section 20(1)**

Phone: **ATIA Section 20(1)** Alt Phone: _____

Email Address: **ATIA Section 20(1)**

Preferred Method of Correspondence: Email Mail Phone

PROJECT INFORMATION

Proposed Land Use:

Civic Address of Property to be Developed: 4606 East Railway Street, Blackfalds

Lot: 2B Block: 1 Plan: 782 2510 Land Use District: I1

- New Construction Addition Second Floor Development
 Demolition Renovation Accessory Building Change in Occupancy/Use
 Cannabis Retail Store Production & Distribution

Temporary Building (Duration Required): _____

Other: Variance on Side and Rear Yard for existing building

Proposed Use (Description): _____

Existing Land Use: Vacant Shop Storage Sheds Other: _____

Hazardous Materials on Site (specify): _____

Outdoor Storage Height (avg. from ground level to peak): _____

Total Parcel Coverage: 54.5 % (must include structures & hard surfacing) Lot Area: 1084.53 sq. meters

Landscaped Area: _____ sq. meters sq. feet Number of parking stalls provided: _____

Water Meter Size: 3/4" 1" 1.5" 2" Other (please specify size): _____

Temporary Water Connection Needed Yes No Other: _____

Overall Area of Building or Addition: 259.88 sq. meters sq. feet

Office: _____ sq. meters sq. feet Inner Level: _____ sq. meters sq. feet



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

Development Permit #: _____ Application Date: April 28 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 [x]

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 [x]

If yes, please describe: _____

Is the subject property immediately adjacent to the County boundary? Yes [] No [x]

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):
Variance requested on the Rear and Side Yard setback for the existing building located on the RPR provided to continue the use of the building as it is in its current state.

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

Permit Applicant Name(s): Accelerated Surveys Ltd. ATIA Section 20(4)(h)(i)
Permit Applicant Signature(s): ATIA Section 20(1)
Landowner Name(s): 718827 Alberta Ltd. ATIA Section 20(4)(h)(i)
Landowner Signature(s): ATIA Section 20(1)

BELOW FOR OFFICE USE ONLY

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

**ALBERTA LAND SURVEYOR'S
REAL PROPERTY REPORT**

LEGAL DESCRIPTION:

LOT 2B BLOCK 1 PLAN 782 2510

MUNICIPAL ADDRESS:

4606 EAST RAILWAY STREET, BLACKFALDS, ALBERTA

CLIENT: 718827 ALBERTA LTD.

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

- The plan illustrates the boundaries of the Property, the improvements as defined in Part C, Section 6.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, and registered easements and rights-of-way affecting the extent of the title to the Property;
- The improvements are entirely within the boundaries of the Property (except Asphalt Driveway);
- No visible encroachments exist on the Property from any improvements situated on an adjoining property (except 5 Lot 2A Conc. Blocks & O/H Main Power Line)
- No visible encroachments exist on registered easements or rights-of-way affecting the extent of the Property.

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

Dated this 22nd of April 2026



Donnie McKee

ALBERTA LAND SURVEYOR
© DONNIE MCKEE, A.L.S., 2026

THIS DOCUMENT IS NOT VALID UNLESS IT BEARS AN ORIGINAL SIGNATURE IN BLUE INK AND A RED ACCELERATED SURVEYS LTD. PERMIT STAMP.

Date of Survey: April 1 & 6, 2026

Certificate of Title No. 972 200 942
Date of Title Search (a copy of the title is attached): April 22, 2026
PROPERTY SUBJECT TO:
- NO REGISTRATIONS.

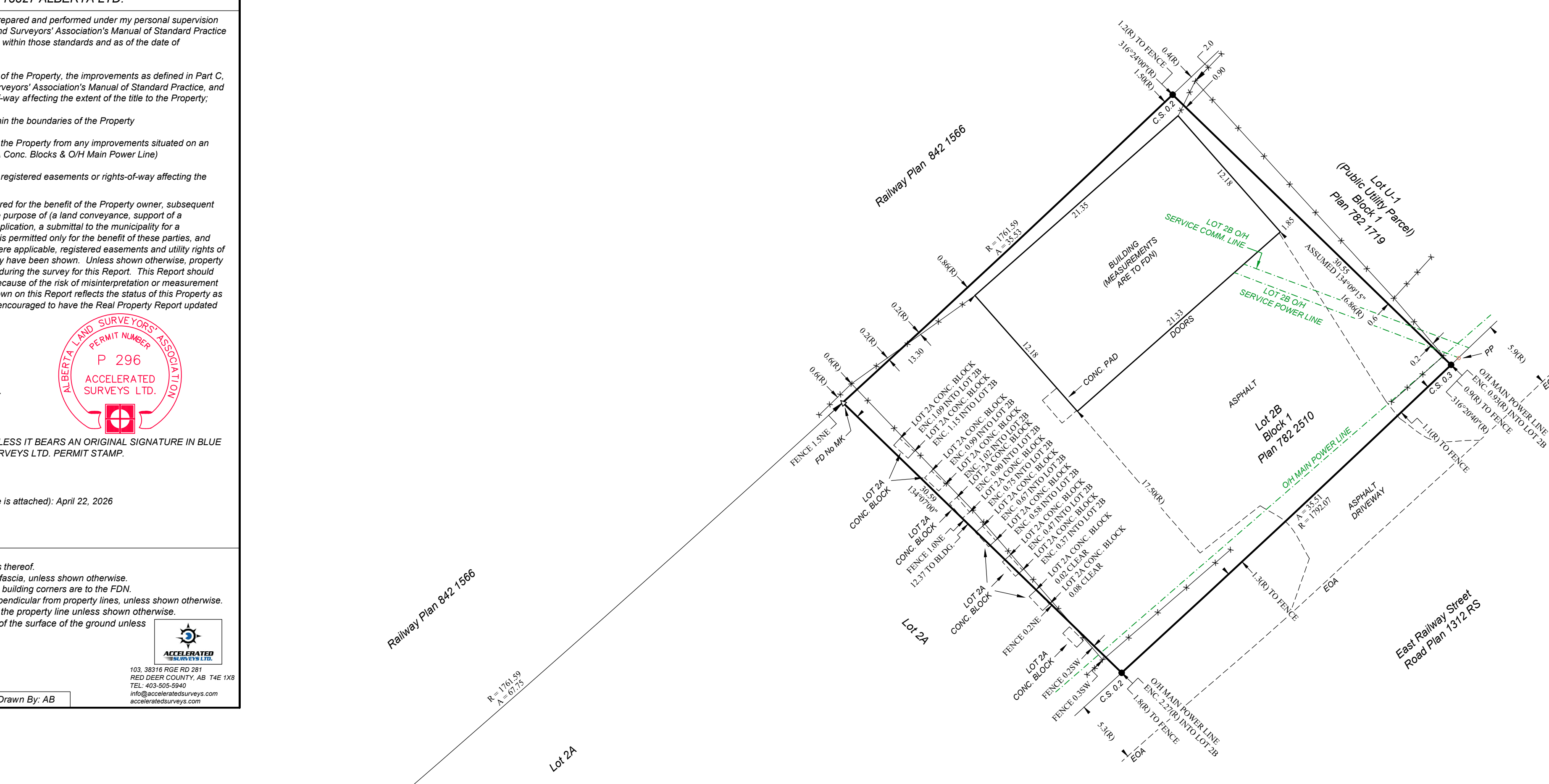
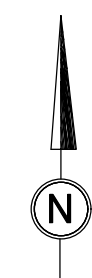
NOTES

- Distances are in metres and decimals thereof.
- Eaves are dimensioned to the line of fascia, unless shown otherwise.
- Building dimensions and distances to building corners are to the FDN.
- Distances to building corners are perpendicular from property lines, unless shown otherwise.
- All fences are within 0.20 metres of the property line unless shown otherwise.
- All survey evidence is within 0.10m of the surface of the ground unless shown otherwise.





103, 38316 RGE RD 281
RED DEER COUNTY, AB T4E 1X8
TEL: 403-505-5940
info@acceleratedsurveys.com
acceleratedsurveys.com

Scale: 1:250 Our File: P-029-26 Drawn By: AB



- LEGEND**
Abbreviations and symbols that may appear on this plan:
- Fences are shown thus: —x—x—x—x—
 - Property line shown thus: ————
 - Statutory Iron Posts found are shown thus: ●
 - Statutory Iron Posts placed are shown thus: ○
 - Drill Hole shown thus: □
 - Iron Bar found shown thus: ◆
 - Calculated points shown thus: △
 - Support Columns shown thus: ■
 - Delta (Central) angle of arc shown thus: D
 - Eave of Fascia shown thus: ————
 - Line not to scale shown thus: ————
 - Utility Right of Ways are shown thus: ————
 - Over Head Power Lines are shown thus: ————
 - C.S. denotes depth of survey evidence counter sunk
 - UF denotes distance survey evidence is above ground.
 - URW denotes Utility Right of Way
 - ER denotes Environmental Reserve
 - MR denotes Municipal Reserve
 - CONC. denotes Concrete
 - EOA denotes Edge of Asphalt
 - EOG denotes Edge of Gravel
 - A denotes length of arc
 - FD denotes found
 - MK denotes marker
 - R denotes radius of arc
 - (R) denotes radial
 - FCP denotes Fence Corner Post
 - FDN denotes Foundation
 - MP denotes Marker Post
 - N denotes North
 - S denotes South
 - E denotes East
 - W denotes West
 - R/W denotes Right of Way
 - MKD denotes Marked
 - Est. denotes established
 - PP denotes Power Pole
 - BLDG. denotes Building
 - ACC. denotes Accessory
 - HSE denotes House
 - CANT. denotes Cantilever
 - FP denotes Fireplace
 - PL denotes Property Line
 - ENC. denotes Encroaches
 - I. denotes Iron Post
 - RET. denotes Retaining
 - PI. denotes Placed
 - No. denotes Number
 - COMM. denotes Communication
 - O/H denotes Overhead

Permit 72-26 – Subject Property – 4606 East Railway Street 

Notification Addresses 

Side and rear yard setback variances for an existing building:

- side yard setback variance request of 2.1m (3.0, required, 0.90m shown), and
- rear yard setback variance request of 5.14m (6.0m required, 0.86m shown).



From: [Real Estate Canada](#)
To: [Candice Hilgersom](#)
Subject: RE: Notice of Proposed Development Permit 72-26 - 4606 East Railway Street
Date: May 7, 2026 9:16:38 AM
Attachments: [image001.png](#)

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#) | [Report](#)

Please see comments below.

Good Morning,

Comments on, within 500m of CPKC Rail line

CPKC is generally not opposed to Commercial/Industrial type developments adjacent to our right of way. Notwithstanding that statement, commercial developments should still meet certain recommendations based upon site specific conditions and intended use.

CPKC is not in favour of residential uses that are not compatible with rail operations as the safety and welfare of residents can be adversely affected by rail operations. CPKC freight trains operate 24/7 and schedules/volumes are subject to change.

CPKC's approach to any development or expansion in the vicinity of rail operations is encapsulated by the recommended 2013 Proximity Guidelines developed through collaboration between the Railway Association of Canada and the Federation of Canadian Municipalities. CPKC continues to recommend that all proposed developments (whether residential, commercial, or industrial) follow the 2013 Proximity Guidelines. It is incumbent upon the developer to incorporate these safety measures to a degree that satisfies the requirements of the relevant agencies issuing building and development permits. The 2013 Proximity Guidelines can be found here: <https://www.proximityinitiative.ca/>

CPKC's drainage infrastructure, including ditches and culverts, is designed exclusively to manage railway stormwater. These systems are not engineered to accommodate flows from adjacent developments. Developers must not incorporate or rely on CPKC drainage systems as part of their stormwater management plans, all stormwater management strategies must remain fully independent of CPKC property.

In addition, all construction, continued maintenance, access, and egress must be done without entering the railroad right of way. This includes but is not limited to maintenance of any equipment, lawn care, snow plowing and emergency exits via windows or doors.

CPKC recommends that the below conditions be inserted in all property and tenancy agreements or future offers of purchase and sale for all dwelling units in the proposed building(s):

"CPKC and/or its assigns or successors in interest has or have a railway right-of-way and/or yard located adjacent to the subject land hereof with operations conducted 24 hours a day, 7 days a week, including the shunting of trains and the idling of locomotives. There may be alterations to, or expansions of, the railway facilities and/or operations in the future, which alterations or expansions may affect the living environment of the residents in the vicinity. Notwithstanding the inclusion of any noise and/or vibration attenuating measures in the design of the development and individual dwellings, CPKC will not be responsible for

complaints or claims arising from the use of its facilities and/or its operations on, over, or under the aforesaid right-of-way and/or yard.”

We would appreciate being circulated with all future correspondence related to developments adjacent to our right of way.

Thank you,

Real Estate Canada



Real_EstateCanada@cpkcr.com
7550 Ogden Dale Road SE, Building 1
Calgary AB T2C 4X9

From: Candice Hilgersom <CHilgersom@blackfalds.ca>
Sent: Thursday, May 7, 2026 10:01 AM
To: Real Estate Canada <Real_EstateCanada@cpkcr.com>
Cc: Jolene Tejkl <JTejkl@blackfalds.ca>; Billie Scott <BScott@blackfalds.ca>
Subject: Notice of Proposed Development Permit 72-26 - 4606 East Railway Street

! Caution: This Message Is From an External Sender !

This email did not originate from CPKC. If the sender is unfamiliar, avoid opening links or attachments.

Good morning,

Please find attached a Notice of Proposed Development located at 4606 East railway Street, Blackfalds Alberta.

Please provide any comments or concerns to planning_development@blackfalds.ca by **May 21, 2026**.

If you have any questions or concern, please don't hesitate to reach out to me.

Thank you,

Candice Hilgersom
Development Officer I

Town of Blackfalds
Box 220, 5018 Waghorn St
Blackfalds, AB T0M 0J0
T: 403.885.9679

D: 403.885.6258

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

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TOWN OF BLACKFALDS MUNICIPAL PLANNING COMMISSION MEETING June 18, 2026

TO: Municipal Planning Commission

PREPARED BY Candice Hilgersom, Acting Development Officer II

PRESENTED BY Jolene Tejkl, Planning & Development Manager

DEVELOPMENT: Development Permit Application 79-26

- *Rear Yard and Utility Right-of-Way Variances for Accessory Building*

ADDRESS: 30 Aztec Crescent (Lot 6, Block 2, Plan 142 1784)

DISTRICT: Residential Single Dwelling Medium Lot District (R-1M)

SUMMARY:

This Development Permit Application requests a relaxation of the rear yard and utility right-of-way setback, due to the irregular shape of the lot, to allow for the construction of an Accessory Building (detached garage) on an existing concrete pad. The proposed location of the Accessory Building would not create any adverse impacts on adjacent landowners or impede safe travel within the rear lane.

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

BACKGROUND:

The application before the Commission is for a rear yard and utility right-of-way setback variance for the construction of a detached garage to be placed on an existing concrete pad located at 30 Aztec Crescent.

These required variances were identified when a Development Permit Application was received for the property. The proposed site plan indicates the Accessory Building (detached garage) is proposed to be setback 2.02 m from the rear property line at its furthest point and 0.21 m from the edge of the 1.5 m Utility Right-of-Way Plan 142 1785.

Due to the irregular shape of the lot and the desire to avoid reducing usable backyard space by complying with the 6.0 m rear yard setback, variances have been requested. The Land Use Bylaw (LUB) requires Accessory Buildings, such as detached garages, to be setback either 1.0 m or 6.0 m from the rear property line. Also, no building or structure shall be closer than 0.5 m from a registered Right-of-Way



ANALYSIS:

The intent behind this either/or rear yard setback regulation is an attempt to avoid vehicular over-hang in the lane. Either the driveway is 1.0 m in length, which is too short to fit a vehicle, or 6.0 m in length to fully encompass a vehicle parking on it. In this application, the Accessory Building (detached garage) is proposed to be setback 2.02 m, so it is in between this either/or setback regulation.

A registered 1.5 m utility right-of-way Plan 142 1785 runs along the west side yard and adjacent to the alley on the NW rear corner. The applicant is proposing the setback from the Utility Right-of-Way to be 1.71 m, which requires a setback relaxation of 0.21 m. The proposed building will not encroach into the right-of-way.

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

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

Notification of the proposed variance to the utility right-of-way setback was circulated for internal review and no concerns were noted.

The Department has assessed this application and has determined that the variance requests are minor in nature and are unlikely to negatively impact adjacent landowners or the travelling public. If allowing the proposed Accessory Building (detached garage) with the rear yard variance setback does result in vehicles being parked on the driveway and impeding traffic flow, there are enforcement mechanisms under the Town's Traffic Bylaw 1232/19 that can be used to rectify the situation.

RECOMMENDATION:

That the Municipal Planning Commission approve the application for a relaxation of the rear yard and utility right-of-way setback to allow for the construction of an Accessory Building (detached garage) as presented in Development Permit 79-26, located at 30 Aztec Crescent (Lot 6, Block 2, Plan 142 1784), 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 does not exceed 2.02 m.
3. The applicant shall ensure that the utility right-of-way setback from Plan 142 1785 does not exceed 1.71 m.

Prior to Occupancy Conditions

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

Development Conditions

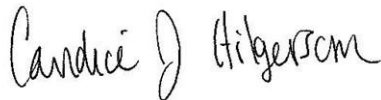
5. The exterior of the building, including painting, shall be completed within one (1) calendar year from the date of approval.
6. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
7. The applicant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

NOTES

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

ALTERNATIVES

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



Candice Hilgersom
Acting Development Officer II

Attachments:

1. Development Permit Application
2. Site Plan
3. Adjacent Landowners Referral Map

Development Permit #: 79-26

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): **ATIA Section 20(4)(h)(i)**

Mailing Address: **ATIA Section 20(1)**

City: Blackfalds Prov: AB Postal Code: **ATIA Section 20(1)**

Phone: **ATIA Section 20(1)** Alt Phone: _____

Email Address: **ATIA Section 20(1)**

Preferred Method of Correspondence: Email Mail Phone

(Same as Landowner)

Applicant/Contractor Name(s): _____

Mailing Address: _____

City: _____ Prov: _____ Postal Code: _____

Phone: _____ Alt Phone: _____

Email Address: _____

Preferred Method of Correspondence: Email Mail Phone

PROJECT INFORMATION

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

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

Approximate Value of Development: \$ 30,000
(Building Materials and Labour)

Civic Address of Property to be Developed: 30 AZTEC cres.

Lot: 6 Block: 2 Plan: 1421784 Land Use District: R-1M

Existing Land Use: _____

Number of Storeys: 1 Height (avg. from ground level to peak): 15'7"18"

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

Total Parcel Coverage: approx 39 % (include any deck(s), garage(s) – attached or detached, accessory building(s), verandahs, etc.)

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

Right Side Yard: _____ Rear Yard: _____

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

Primary Building: sq. meters sq. feet

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

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

Shed: _____ Detached Garage: 576

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

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

Basement Floor (Accessory Suite): _____ (Should be 1.0m or min 6.0m)

Variance Required: Reason for variance: Many yard setback to build on existing pad - 2.02m proposed

Proposed Commencement Date: June 1, 2026 Proposed Completion Date: July 1, 2026

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

If yes, please describe: _____

RECEIVED
MAY 04 2026

Development Permit #: 79-26

Application Date: _____

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

If yes, please describe: _____

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

If yes, please describe: _____

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

RESOURCES:

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

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

Detached Garage

NOTES:

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

A DEVELOPMENT PERMIT COMES INTO EFFECT:

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

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

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

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

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

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

Landowner Signature(s): **ATIA Section 20(1)**

FOR OFFICE USE ONLY

Lot: 6 Block: 2 Plan: 1421784 Land Use District: R-1M Tax Roll #: 040160

Variance Requested (if applicable): MPC Development Officer

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

Development Permit Fee: (1-61-00-520)	\$ <u>100-50</u>	MPC Date: <u>Tent June 18/26</u>
TOTAL: *Double the permit fee is charged for submitted permits where the work has already started or is complete.	\$ <u>100-50</u>	SDAB Date: _____
		Notification Date: _____

Receipt #: 676394/678121 Date Application Deemed Complete: May 12/26

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.



THIS IS TO CERTIFY THAT THE BUILDING(S) SHOWN ON THIS PLAN IS/ARE LOCATED IN ACCORDANCE WITH THIS PLAN. THE LOCATION OF THE SAID BUILDING(S) APPEARS TO COMPLY WITH THE SETBACK, REAR YARD AND SIDE YARD REQUIREMENTS OF THE LAND USE BYLAW OF THE TOWN OF BLACKFALDS. NO OPINION IS EXPRESSED ON WHETHER THE PAST, PRESENT OR PROPOSED USE OF THE LAND OR BUILDING(S) SITUATED THEREON COMPLY WITH THE REQUIREMENTS OF THE LAND USE BYLAW.

3/29/16 *[Signature]*

NOTE: PLEASE SEE ATTACHED
CERTIFICATE OF COMPLIANCE

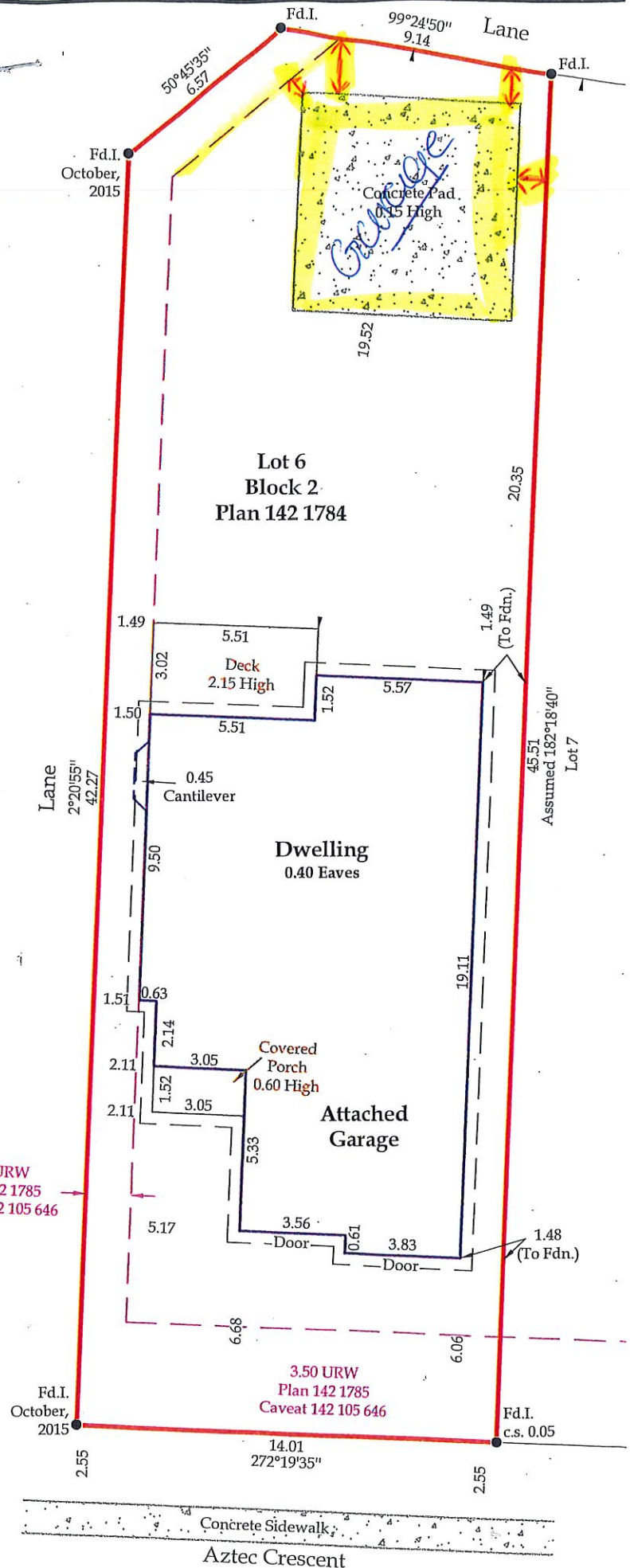
RECEIVED
MAY 04 2026
79-26




DISCLAIMER

THIS PLAN REPRESENTS THE BEST INFORMATION AVAILABLE AT THE TIME OF SURVEY. COMPASS GEOMATICS LTD. AND ITS EMPLOYEES TAKE NO RESPONSIBILITY FOR THE LOCATION OF ANY UNDERGROUND PIPES, CONDUITS, OR FACILITIES, WHETHER SHOWN ON OR OMITTED FROM THIS PLAN. AN ADDITIONAL SEARCH FOR SPECIFIC BURIED FACILITIES USING ALL RESOURCES MUST BE PERFORMED JUST PRIOR TO CONSTRUCTION.

ALBERTA FIRST CALL 1-800-242-3447



Permit 79-26 – Subject Property – 30 Aztec Crescent 

Notification Addresses 

Rear yard setback variance to build a detached garage on an existing concrete pad.

- Should be 1.0m or a minimum of 6.0m (2.02m proposed).

