

TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Civic Cultural Center – 5018 Waghorn Street
Tuesday, July 22, 2025 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 Treaty Six Land Acknowledgement - Blackfalds Municipal Planning Commission acknowledges that we are on Treaty 6 territory, a traditional meeting ground, gathering place, and travelling route to the Cree, Saulteaux (So-toe), Blackfoot, Métis, Dene (De-nay) and Nakota Sioux (Sue). We acknowledge all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries.

3. BUSINESS

- 3.1 Approval of Minutes from June 24, 2025
- 3.2 Application 118-25 – Side Yard Relaxation
- 3.3 Application 119-25 – Residential Kennel – 1 additional dog
- 3.4 Application 124-25 – Rear Yard Relaxation

CONFIDENTIAL

None

5. ADJOURNMENT

MINUTES

MEMBERS PRESENT

Jim Sands – Chairperson, Town of Blackfalds Councillor
Brenda Dennis – Vice Chairperson, Town of Blackfalds Councillor
Jamie Hoover – Town of Blackfalds Mayor

OTHERS ATTENDING

Billie Scott, Development Officer II

REGRETS

Kara Hubbard, Member at Large
Alex Garcia, Member at Large

WELCOME AND CALL TO ORDER

Chairperson Sands welcomed all attending and called the Municipal Planning Commission Meeting to order at 6:16 p.m.

APPROVAL OF AGENDA

7/25

Member Dennis moved that the Municipal Planning Commission approve the agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

BUSINESS

Approval of Minutes

8/25

Member Hoover moved that the Municipal Planning Commission approve the Minutes from February 25, 2025, as amended.

CARRIED UNANIMOUSLY

**Application 107-25 – Change of Use – Daycare Major
5101 Broadway Avenue (Lot 17 & 18, Plan RN17 (XV11))**

Administration provided background information on the proposed development.

The Board held a general discussion regarding parking. Administration informed the Board that there would be a shortage of two stalls but highlighted that the Downtown Revitalization Plan promotes on-street parking and that there are also 2 public parking lots available.

9/25

MOVED by Member Hoover that the Municipal Planning Commission APPROVE the application for Change of Use – Daycare. Major as presented in Development Permit 107-25, located at 5101 Broadway Avenue (Lot 17 & 18, Plan RN17 (XV11)) and 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 the one (1) year will cause this Development Permit to expire.

General Development Conditions

2. The proposed development shall be undertaken and completed in accordance with the approved plans.
3. Unless specifically exempted from the requirements to obtain a Development Permit, all signs, including relocation, enlargement, or modification to a sign, require a separate development permit.

MINUTES

4. Twelve on-site parking stalls must be provided for client use.

NOTES

1. *Prior to occupancy a fire inspection must be completed by the Town of Blackfalds Fire Department. Please call 403.885.4144 to schedule an inspection time.*
2. *The yellow Development Permit card must be displayed during the duration of development*
3. *Final approval **may** be required from Alberta Health Services (AHS) prior to operation of the approved use. Contact Alberta Health Services for more information. Please forward a copy of approval to the Town of Blackfalds Planning & Development Department, if applicable.*
4. *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.*
5. *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.*
6. *Each construction site shall have a waste container to ensure that waste construction materials are placed in the container to prevent the material from being blown away from the construction site. No loose construction material is to be stored or accumulated on a construction site unless it is not capable of being blown around.*
7. *The Town of Blackfalds now requires that a dual check valve for backflow prevention be installed for all residential and/or commercial properties.*

CARRIED UNANIMOUSLY

ADJOURNMENT

Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:28 p.m.

Jim Sands, Chairperson

Billie Scott, Recording Secretary/Development Officer II

**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION MEETING
Tuesday, July 22, 2025**

TO: Municipal Planning Commission

PREPARED BY Billie Scott, Development Officer II

PRESENTED BY Billie Scott, Development Officer II

DEVELOPMENT: Development Permit 118-15

- Side yard relaxation of 0.70m (70%)

ADDRESS: 89 Athens Road (Lot 95, Block 1, Plan 162 1964)

ZONING: Residential Multi Dwelling District (R-2)

SUMMARY:

The applicant has submitted a Development Permit application requesting a relaxation of the side yard setback requirement for an existing shed. Under the Land Use Bylaw, accessory buildings must maintain a minimum setback of 1.0 metre from both the rear and side property lines. The applicant is proposing a side yard setback of 0.30 metres, representing a 0.70 metre (70%) relaxation.

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

The subject property is located within the Residential Multi-Dwelling District (R-2), which is intended to accommodate medium-density residential development on smaller lots.

Administration is in support of this application.

BACKGROUND:

The Planning Department has received a Development Permit application requesting a 0.70 metre relaxation to the side yard setback for an existing 8' x 10' shed, allowing for a reduced setback of 0.30 metres.

The shed is currently located on the rear parking pad. However, the applicant has applied for and was issued Development Permit 135-25 for a front parking pad on July 2, 2025.

The applicant is seeking the relaxation due to the limited size of the lot. Complying with the 1.0 metre setback would prevent them from meeting the minimum required parking stall dimensions and would eliminate usable rear yard space, as it would be occupied by the shed and rear parking pad.

This application has been referred to adjacent landowners for comment. To date no responses have been received.

POLICY:

Town of Blackfalds Land Use By-law 1268/22 and amendments thereto:

- Section 2.2 – Development Authority and Decisions on Development Permit Applications
- Section 3.20 Parking and Loading Standards
- Section 4.1.2 Accessory Buildings in Residential Land Use Districts
- Section 6.5 – Residential Multi-Dwelling District (R-2)

ANALYSIS:

Administration has reviewed the application, taking into account the Residential Multi Dwelling District (R-2) as outlined in the Land Use Bylaw. Given the small size of the lot and the approval of a front parking pad which ensures that required parking is not impacted.

The shed’s location on the rear parking pad does not interfere with vehicular access or circulation, and the reduced side yard setback does not appear to negatively affect adjacent properties.

Additionally, the relaxation allows the property owner to maintain functional use of their limited yard space without compromising compliance with other key development standards.

In light of these considerations, Administration is supportive of the proposed relaxation and recommends approval by the Municipal Planning Commission.

RECOMMENDATION:

That the Municipal Planning Commission APPROVE the application for a side yard relaxation of 0.30 m as presented in Development Permit 118-25, located at 89 Athens Road (Lot 95, Block 1, Plan 162 1964) and subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. The applicant shall ensure that the south side yard setback relaxation for the existing shed does not exceed 0.30 m.
2. The applicant shall ensure that 2 off-street parking are provided at all times.
3. Any changes to the approved application shall require a separate permit application.

General Development Conditions

4. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colors and materials.

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



Billie Scott
Development Officer II

Attachments:

1. Development Permit Application;
2. Site Plan;
3. Subject Property and Adjacent Landowners Referral Map;

RECEIVED
JUN 04 2025

Box 220, 5016 Waghorn Street
Blackfalds, AB T0M 0J0
Ph: 403.885.9679
Fax: 403.600.0045
planning_development@blackfalds.ca
www.blackfalds.ca

Development Permit #: 118-25

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): **Section 20(4)(h)(i)**
Mailing Address: **Section 20(1)**
City: BLACKFALDS Prov: AB Postal Code: **Section 20(1)**
Phone: **Section 20(1)** Alt Phone: **Section 20(1)**
Email Address: **Section 20(1)**
Preferred Method of Correspondence: Email Mail Phone

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

PROJECT INFORMATION

Proposed Land Use (*please note that one (1) Development Permit Application is required per lot / title):
 SFD Deck (covered/uncovered) Addition Accessory Suite Accessory Building (garage/shed)
 Duplex Four Plex Manufactured/Modular Home Demolition Moved in Building
 Other: _____

Approximate Value of Development: \$ 0.00
(Building Materials and Labour)

Civic Address of Property to be Developed: 89 Athens Rd
Lot: 95 Block: 1 Plan: 162 1964 Land Use District: R-2
Existing Land Use: RESIDENTIAL

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

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

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

Yard Setbacks - Front Yard: _____ Left Side Yard: 12"

FRONT BACK Right Side Yard: 11" Rear Yard: 4"

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: 8X10 800 SQFT Detached Garage: _____

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

Accessory Suite Total Floor Area: sq. meters sq. feet
Basement Floor (Accessory Suite): _____

Variance Required: Reason for variance: SITES PLACED TO CLOSE TO LOT PROPERTY LINE 12"

Proposed Commencement Date: _____ Proposed Completion Date: _____

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

If yes, please describe: _____

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JUL 04 2025

Development Permit #: 118-25

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):

Shed placed too close to side property line. Approx. 12" from dividing fence.

NOTES:

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

A DEVELOPMENT PERMIT COMES INTO EFFECT:

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

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

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

Permit Applicant Name(s): _____

Permit Applicant Signature(s): _____

Landowner Name(s): _____

Landowner Signature(s): _____

Section 20(4)(h)(i)

FOR OFFICE USE ONLY

Lot: 95 Block: 1 Plan: 162 1964 Land Use District: R-2 Tax Roll #: 047200

Variance Requested (if applicable): MPC Development Officer

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

Development Permit Fee: (1-61-00-520)	\$ <u>150.00</u>	MPC Date: _____
TOTAL:	\$ _____	SDAB Date: _____
		Notification Date: _____

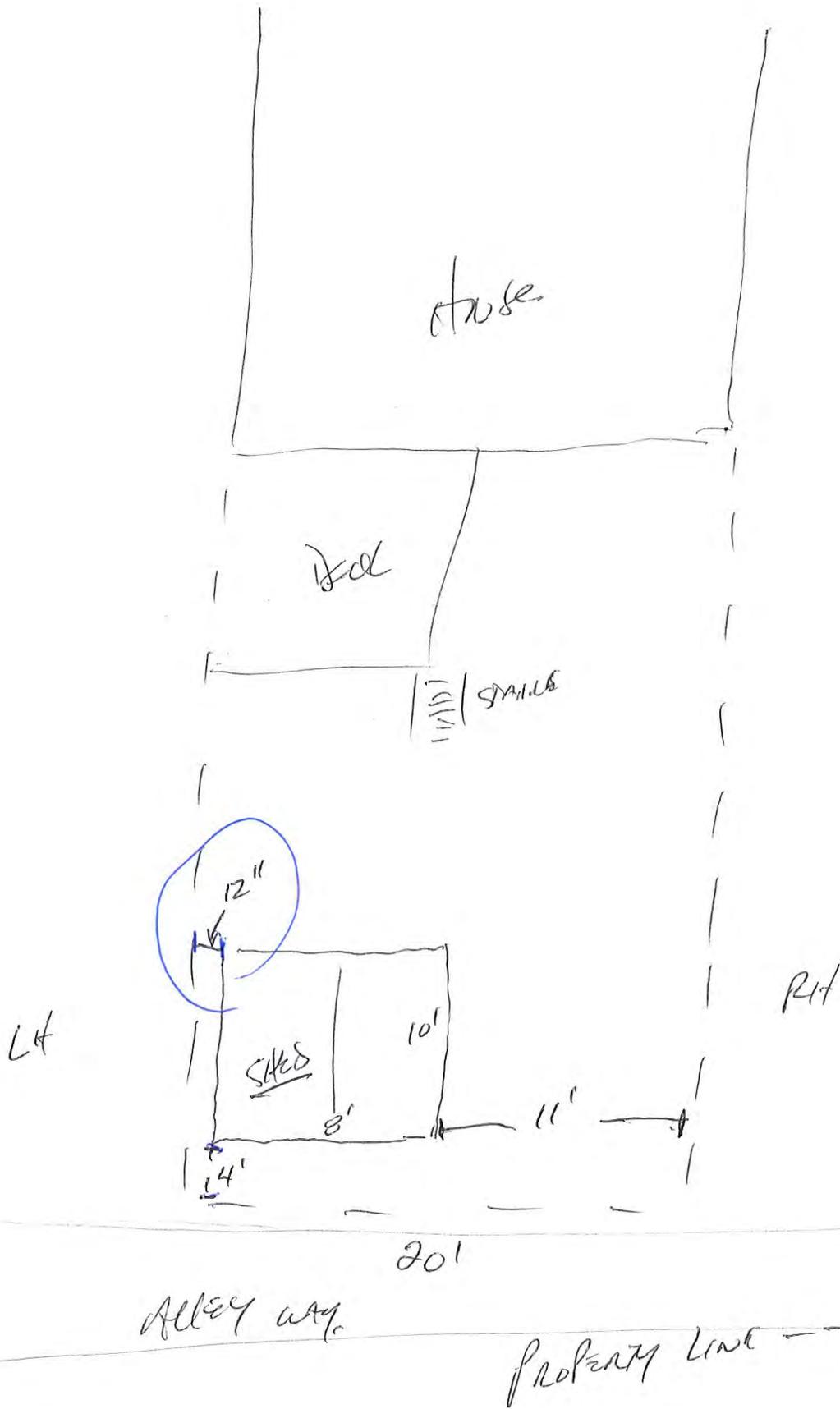
RECEIVED
JUL 04 2025

Receipt #: 639986 Date Application Deemed Complete: _____

Personal information collected on this form will be used for issuance of permits, property assessment, and/or safety codes compliance monitoring and verification. This information is collected under the authority of the Municipal Government Act, the Safety Codes Act and the current Land Use Bylaw in force, as well as Section 33(c) of the Freedom of Information and Protection of Privacy Act and will be protected under Part 2 of the Act. Applicant names and the nature of permits issued may be made publicly available. Questions regarding the collection and/or use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.com or by phone at 403.885.6370.

RECEIVED
JUN 04 2025

118-25





Permit 118-25 – Subject Property – 89 Athens Road ★

- Side Yard Relaxation – 0.30m (Should be 1.0m)

Notification Addresses ★

**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION MEETING
Tuesday, July 22, 2025**

TO: Municipal Planning Commission

PREPARED BY Billie Scott, Development Officer II

PRESENTED BY Billie Scott, Development Officer II

DEVELOPMENT: Development Permit 119-15

- Residential Kennel (to allow 4 dogs and 3 cats) – 1 additional dog is being requested

ADDRESS: 6 Sunridge Avenue (Lot 17, Block 3, Plan 902 1947)

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

SUMMARY:

The applicant has submitted a Development Permit application requesting approval to have a residential kennel to accommodate for 4 dogs and 3 cats.

Under the Land Use Bylaw, a residential kennel is defined as the owning or harbouring of more than 3 dogs over the age of 3 months or 3 cats over the age of 3 months by the Owner or occupier of a Dwelling in a residential Land Use District.

As this use is classified as a Discretionary Use within the applicable Land Use District, and the number of animals exceeds the threshold permitted by the Development Officer, the application must be reviewed by the Municipal Planning Commission, which is the designated approving authority.

The subject property is located within the Residential Single Dwelling Medium Lot District (R-1M). This district is intended to accommodate low-density residential development on medium-sized lots and allows for uses that are either permitted or discretionary under the R-1M designation.

BACKGROUND:

On June 4, 2025, the Planning Department received a Development Permit application requesting approval to operate a residential kennel at the applicant's property. The proposed kennel would accommodate four (4) dogs and three (3) cats, exceeding the number of animals permitted under current regulations.

The applicant has indicated that the request is driven by a specific family need. One of the dogs is a service animal in training for her son, based on the recommendations of both the child's pediatrician and psychologist. The service dog is intended to assist the child in managing emotional regulation and navigating daily activities both at home and in public settings.

As part of the review process, the application has been circulated to adjacent landowners for comment. To date, one response has been received.

POLICY:

Town of Blackfalds Land Use By-law 1268/22 and amendments thereto:

- Section 2.2 – Development Authority and Decisions on Development Permit Applications
- Section 2.16 - Variances
- Section 6.2 – Residential Single Dwelling Medium Lot District (R-1M)

ANALYSIS:

Administration has reviewed the application, taking into account the Residential Single Dwelling Medium Lot District (R-1M) as outlined in the Land Use Bylaw. The proposed use, a residential kennel to accommodate four (4) dogs and three (3) cats is classified as a Discretionary Use within the R-1M district. While the number of animals exceeds the standard threshold, the increase is modest, involving only one additional dog beyond the allowable limit.

The applicant has provided rationale for the request. One of the dogs is a service animal in training, intended to support the applicant’s child in managing emotional and behavioral challenges. This need is supported by both a pediatrician and a psychologist, indicating that the animal plays a critical role in the child’s daily functioning and well-being.

The applicant has also confirmed that the kennel is not intended for commercial use, and the animals are strictly for personal and therapeutic purposes. This distinction is significant, as it ensures the proposed use remains consistent with the residential character of the neighborhood.

As part of the discretionary use process, the application was circulated to adjacent landowners for feedback. To date, one response has been received.

Administration is supportive of the proposed relaxation. and recommends that the Municipal Planning Commission approve the application

RECOMMENDATION:

That the Municipal Planning Commission APPROVE the application for a residential kennel to allow for a maximum four (4) dogs and three (3) cats as presented in Development Permit 119-25, located at 6 Sunridge Avenue (Lot 17, Block 3, Plan 902 1947) and subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. That the kennel be allowed a maximum of four (4) dogs on the premises, however, if one of the animals pass on then it shall not be replaced.
2. The applicant is required to obtain a kennel license.

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.*

3. *The applicant is to ensure all animals for registered.*

ALTERNATIVES

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



Billie Scott
Development Officer II

Attachments:

- 1. Development Permit Application;
- 2. Rational;
- 3. Subject Property and Adjacent Landowners Referral Map;
- 4. Adjacent property reply.

RECEIVED
JUN 04 2025

Development Permit #: 119-25

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/ApprovaViewer.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):

Please see attached paper

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

Permit Applicant Signature(s): _____

Landowner Name(s): _____

Landowner Signature(s): _____

FOR OFFICE USE ONLY

Lot: 17 Block: 3 Plan: 9021947 Land Use District: R-1M Tax Roll #: 005540

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>200-</u>	MPC Date: _____
TOTAL:	\$ _____	SDAB Date: _____
		Notification Date: _____

Receipt #: 640001 Date Application Deemed Complete: June 5/25

RECEIVED
JUN 04 2025

Personal information collected on this form will be used for issuance of permits, property assessment, and/or safety codes compliance monitoring and verification. This information is collected under the authority of the Municipal Government Act, the Safety Codes Act and the current Land Use Bylaw in force, as well as Section 33(c) of the Freedom of Information and Protection of Privacy Act and will be protected under Part 2 of the Act. Applicant names and the nature of permits issued may be made publicly available. Questions regarding the collection and/or use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.com or by phone at 403.885.6370.



To Whom It May Concern,

I am writing to respectfully request a kennel license that would allow me to continue caring for my four dogs and cats in compliance with local bylaws. As a responsible and conscientious pet owner, I want to provide a transparent and thoughtful explanation as to why this request is both reasonable and rooted in compassion, responsibility, and medical necessity.

When my family and I moved into this community, we did so with the understanding that we were permitted to have three dogs and three cats. At that time, we had three well-behaved dogs who had been part of our family for several years. Since then, we have added one additional dog—Jazz—a service dog in training for my son who has been diagnosed

Section 20(4)(a)

Section 20(4)(a) This addition was made not casually, but under the guidance and recommendation of both his pediatrician and psychologist. Jazz plays a critical role in helping my son

Section 20(4)(a)

Section 20(4)(a) This dog is not just a pet, but an essential therapeutic support for my child.

Our household is structured and respectful of our pets and our neighbors. My dogs are quiet and well-managed. If they ever bark more than once or twice without stopping when prompted, I immediately bring them inside. I am also mindful of my neighbor's needs and have made specific adjustments, such as bringing the dogs in before 7:30 PM out of respect for their daughter's early work schedule. The dogs are only allowed outside under supervision, and when I am not home, they are safely kenneled indoors to avoid any potential disturbances. Additionally, I have installed a dog run on the side of the house away from the neighbor's dog to reduce stress and noise. I've taken every reasonable precaution to ensure my pets do not interfere with the comfort or peace of those around us.

All of my animals are spayed and neutered. I do not breed, foster, or plan to add any more animals to our home. This is not a kennel in the commercial sense, but a loving, well-managed household with deep emotional connections to each of our pets. Two of our dogs have been with us for over seven years, and another for the past year in a consistent capacity. Jazz, the service dog, has been with us for almost a year and is actively working in his role supporting my son.

As a mother, **Section 20(4)(d)** and a responsible community member, I take the stewardship of my animals and the comfort of my neighbors seriously. I have gone to great lengths to ensure my pets are not a nuisance, and have been proactive in adjusting their routines to meet both community expectations and our family's needs.

My cats are also well-managed, indoor-only animals with access only to a fully screened-in deck area. They do not roam the neighborhood or create disturbances. Like the dogs, they are spayed or neutered, and their ages range from two to seven years.

In conclusion, I am requesting a kennel license not to expand my number of pets, but simply to remain in compliance while continuing to provide a stable, caring environment for animals who are already deeply integrated into our family. Removing any one of these pets would not only disrupt our family dynamic, but could severely impact my son's emotional well-being and progress with his service dog.

Thank you for considering this request. I welcome the opportunity to answer any questions or provide additional documentation in support of my application.

Sincerely,

Section 20(4)(h)(i)

6 Sunridge Ave, Blackfalds



Permit 119-25 - Subject property – 6 Sunridge Avenue ★

- Residential Kennel – 4 dogs (1 service dog), 3 cats

Notification Addresses ★

RECEIVED

JUN 18 2025

June 18-2025

Concerns of dogs
barking all the time
and yard in front
a mess feel bad for
the neighbor on the
right of the place.

Section 20(4)(h)(i)

Section 20(1)

**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION MEETING
Tuesday, July 22, 2025**

TO: Municipal Planning Commission

PREPARED BY Billie Scott, Development Officer II

PRESENTED BY Billie Scott, Development Officer II

DEVELOPMENT: Development Permit 124-25

- Rear yard relaxation of 0.66 m (66%) for proposed detached garage

ADDRESS: 5710 Panorama Drive (Lot 7, Block 16, Plan 062 4834)

ZONING: Residential Single Dwelling Medium Lot District (R-1m)

SUMMARY:

The applicant has submitted a Development Permit application requesting a rear yard relaxation for a proposed detached garage due to location of existing concrete pad. The Land Use Bylaw requires a setback of either 1.0m or 6.0m for garages. The applicant is seeking a relaxation to 1.66 m (66%) instead of the 1.0 m.

This property is located in the Residential Single Dwelling Medium Lot District (R-1M), which provides an area to accommodate a low-density residential development on medium lots and other uses, which are compatible.

BACKGROUND:

On June 12, 2025, the Planning Department received a Development Permit application requesting a rear yard relaxation. He also shared that he was advised by the builder that a minimum 1.0 m rear yard was sufficient and was unaware of the requirement for either 1.0 m or 6.0 m if a garage were to be built in the future.

As this relaxation being sought after is outside the 17% tolerance permitted by the Development Officer, the Municipal Planning Commission is the approving Authority.

This application has been referred to adjacent landowners for comment. To date no responses have been received.

POLICY:

Town of Blackfalds Land Use By-law 1268/22 and amendments thereto

- Section 2.2 – Development Authority and Decisions on Development Permit Applications
- Section 2.16 – Variances
- Section 3.20.10 – Vehicle Access Parking Space Standards

- Section 4.1.2 – Accessory Buildings in Residential Land Use Districts
- Section 6.2 – Residential Single Dwelling Medium Lot District (R-1M)

ANALYSIS:

Administration has considered the requirements of the R-1M District of the Land Use Bylaw and has reviewed the application. After careful consideration of the relevant regulations and the specific circumstances of the property,

The relaxation request pertains to a 0.66-meter variance from the required 1.0 m rear yard setback, due to the presence of an existing concrete pad on the property. This pad appears to have been constructed with the intention of complying with the Land Use Bylaw, and the applicant has demonstrated a good-faith effort to adhere to the applicable development standards.

Importantly, the proposed development is not anticipated to negatively impact the surrounding neighborhood. It is Administration's view that the relaxation would not unduly interfere with the existing amenities of the area, nor would it materially affect the use, enjoyment, or value of adjacent or nearby parcels of land. The modest nature of the variance, combined with the existing built condition, supports the conclusion that the impact on neighboring properties would be minimal to none.

Given the circumstances, and the fact that the concrete pad is already in place, Administration supports the request.

RECOMMENDATION:

That the Municipal Planning Commission APPROVE the application for the development of the detached garage with a 0.66 m (66%) rear yard relaxation due to the location of the existing concrete pad, as presented in Development Permit 124-25, located at 5710 Panorama Drive (Lot 7, Block 16, Plan 062 8434), and 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 relaxation for the detached garage does not exceed 1.66 m.
2. Any changes to the approved application shall require a separate permit application.

General Development Conditions

3. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
4. The applicant is responsible for ensuring that no development or portion thereof shall be located over municipal lands, road rights-of-way 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 and/or regulations affecting such development.*

2. *The requirements of the Land Use Bylaw or this approval does not exempt a person from compliance with the requirements of other Town Bylaws, policies, easements, covenants, conservation agreements, development agreements, provincial or federal statutes or regulations.*
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.*

ALTERNATIVES

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



Billie Scott
Development Officer II

Attachments:

1. Development Permit Application;
2. Site Plan
3. Rational
4. Subject Property and Adjacent Landowner Referral Map;



Development Permit #: 124-25

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): Section 20(4)(h)(i)
 Mailing Address: Section 20(1)
 City: Blackfalds Prov: AB Postal Code: Section 20(1)
 Phone: Section 20(1) Alt Phone: _____
 Email Address: Section 20(1)
 Preferred Method of Correspondence: Email Mail Phone

(Same as Landowner)

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

PROJECT INFORMATION

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

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

Approximate Value of Development: \$ 20,000
 (Building Materials and Labour)

Civic Address of Property to be Developed: 5710 Panorama Drive

Lot: 7 Block: 16 Plan: 0624834 Land Use District: R-1M

Existing Land Use: _____

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

Lot Area: 603.9 sq. m Uncovered Deck Construction Included: If yes, size: _____ sq m sq ft

Total Parcel Coverage: 30.5 % (include any deck(s), garage(s) – attached or detached, accessory building(s), verandahs, etc.)

Yard Setbacks - Front Yard: _____ Left Side Yard: _____
 Right Side Yard: 1.335 Rear Yard: 1.66

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: 1196 Upper Floor: ~~1196~~ Basement: 1196 Attached Garage: 624

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

Shed: N/A Detached Garage: 624

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

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

Basement Floor (Accessory Suite): _____

Variance Required: Reason for variance: concrete poured inside of setback area.

4690 Variance From Norm.

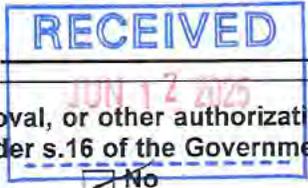
Proposed Commencement Date: Sept. 01/2025 Proposed Completion Date: Oct. 01/2025

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

If yes, please describe: _____

Development Permit #: 124-25

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):

To be used as a garage for vehicles.

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.

Section 20(4)(h)(i)

FOR OFFICE USE ONLY

Lot: 7 Block: 16 Plan: 0624834 Land Use District: R-11 Tax Roll #: 023190

Variance Requested (if applicable): MPC Development Officer

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

Development Permit Fee: (1-61-00-520)	\$ <u>150-</u>	MPC Date: <u> Tent July 22/25</u>
TOTAL:	\$ <u>150-</u>	SDAB Date: _____
		Notification Date: _____

Receipt #: 641128 Date Application Deemed Complete: _____

Personal information collected on this form will be used for issuance of permits, property assessment, and/or safety codes compliance monitoring and verification. This information is collected under the authority of the *Municipal Government Act*, the *Safety Codes Act* and the current Land Use Bylaw in force, as well as Section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be protected under Part 2 of the Act. Applicant names and the nature of permits issued may be made publicly available. Questions regarding the collection and/or use of this information may be directed to the Records Management & FOIP Coordinator at foip@blackfalds.com or by phone at 403.885.6370.

RECEIVED

JUN 12 2025

Garage Plot Plan

SNELL & OS Lund SURVEYS (1979) LTD.

RED DEER, ALBERTA

Ph: (403) 342-1255

LEGAL DESCRIPTION:

LOT 7

BLOCK 16

PLAN 0624834

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

Date: MAY 7, 2025

CIVIC ADDRESS:
5710 PANORAMA DRIVE

Scale = 1 : 200

BLACKFALDS

Drawn By: F

Job No.: 40515 PP



LOT 8

Assumed $15^{\circ}24'10''$
36.01

LOT 7
BLOCK 16
PLAN 062 4834

EXISTING
CONCRETE
PAD

LANE

$R=262.000$
 $Arc=18.037$

DOOR
 7.315
 24.00 ft

Proposed
Garage

Existing
Residence

LOT 6

35.98
 $19^{\circ}24'38''$

Utility
Pedestal

$Arc=15.519$
 $R=226.000$

PANORAMA DRIVE

LOT AREA	=	603.9 sq. m.
BLDG. AREA	=	130.6 sq. m.
(Includes Cantilever, Decks & Basement Entry)		
LOT COVERAGE	=	21.6 %

Proposed		
Garage AREA	=	53.5 sq. m.
LOT COVERAGE	=	8.9 %

PLOT PLAN DRAWN FROM A
REAL PROPERTY REPORT BY
SNELL AND OS Lund SURVEYS-FEB. 18, 2010

124-25

24.26' = 58 sq. m

To Whom it May Concern

My name is **Section 20(4)(h)(i)** and I am the property owner of 5710 Panorama Drive. When I purchased the property, we had wanted to make a parking pad in the back. I had discussed this with the home builder back in 2009 when we first got into the house, and the instructions that I got at the time was to make sure that I was at least 3 feet in from the back property line, and at least 3 feet in from the side property line. When it came time to pour the concrete for the pad, I did make sure that I was at least 3 feet inside of those lines in both directions. The pad was poured in 2015. Now, I want to turn the pad into a detached garage. In planning for this project, I have found out that there are specific measurements that the concrete pad should have been poured to from the back and side property lines. A survey of my concrete pad has determined that I am 1.499 and 1.653 meters in from the back property line, and 1.304 and 1.335 meters in from the side property line. I was not told of the requirements to be specifically 1 meter in from the property lines by the home builder. For a parking pad, I am allowed to be further in from the property line, but for the garage structure I am required to be right on the marks. I am seeking a variance for this development permit, as it would be very costly and time consuming to re-do the pad to the required distances. I have already poured other concrete around the garage pad to facilitate water flowing away from the structure, and as well as having to re-do the garage pad itself, I would have tear out and re-do 3 other concrete pads. I thank you for your time and attention to this matter, and hope that I can proceed with a garage build this summer in the location that the garage pad has been poured.

Thank You

Section 20(4)(h)(i)



Subject Property – 5710 Panorama Drive★

Notification Addresses★

Detached garage with rear yard setback relaxation of 0.66m (1.66m proposed, 1.0m required), due to location of existing concrete pad.

DP 124-25

