

**MEMBERS PRESENT**

Jim Sands – Vice Chairperson, Town of Blackfalds Deputy Mayor  
Brenda Dennis, Town of Blackfalds Councillor  
Richard Poole, Member at Large  
Alex Garcia, Member at Large

**OTHERS ATTENDING**

Billie Scott, Development Officer II

**REGRETS**

Laura Svab – Chairperson, Town of Blackfalds Councillor

**WELCOME AND CALL TO ORDER**

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

**APPROVAL OF AGENDA**

37/24 Member Garcia moved that the Municipal Planning Commission approve the agenda as presented.

**CARRIED UNANIMOUSLY**

**TREATY SIX LAND ACKNOWLEDGEMENT**

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

**BUSINESS**

Approval of Minutes

38/24 Member Poole moved that the Municipal Planning Commission approve the Minutes from August 2, 2024, as presented.

**CARRIED UNANIMOUSLY**

Application 278-24 – Change of Use – Similar Use  
4911 Broadway Avenue (Lot 10, Plan XV11 (RN17))

Administration provided background information on the proposed development.

39/24 **MOVED** by Member Dennis that the Municipal Planning Commission **APPROVE** the application for Change of Use – Youth Centre for afterschool programming and events as presented in Development Permit 278-24, located at 4911 Broadway Avenue (Lot 10, Plan XV11 (RN17)) 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.

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. *This permit indicates only the development for which it relates is authorized.*
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. *The requirements of the Land Use Bylaw does not exempt any person from compliant with any federal, provincial, or municipal legislation, code, or statute.*
5. *A person is responsible for complying with the requirements of other Town Bylaws, policies, easements, covenants, conservation agreements, development agreements, or provincial or federal statutes or regulations.*
6. *Nothing in this permit or the Land Use Bylaw exempts a person from any requirements of, or excuse or authorize the violation of any regulation, bylaw or act administered by this or any other agencies or levels of government that may affect the proposed development.*
7. *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.*

**CARRIED UNANIMOUSLY**

40/24

**Application 300 - 24 - Rear Yard Setback Relaxations**  
**42 Aurora Heights Boulevard (Lot 36, Block 7, Plan 142 1784)**

Administration provided background information on the proposed development.

MOVED by Member Garcia that the Municipal Planning Commission APPROVE the application for relaxation of rear yard for the proposed detached garage as presented in Development Permit 300-24, located at 42 Aurora Heights Boulevard (Lot 36, Block 7, Plan 142 1784)) 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 1.74 m.
2. Any changes to the approved application shall require a separate permit application.

**General Development Conditions**

3. The proposed development shall be undertaken and completed in accordance with the approved plans.
4. Approved accessory buildings shall consider the principal building appearance to ensure compatibility and incorporate similar exterior colours and materials.
5. 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.
6. An Accessory Building or Structure shall not be constructed over an Easement or right of way.

**Ongoing Conditions:**

**BLACKFALDS** TOWN OF BLACKFALDS  
MUNICIPAL PLANNING COMMISSION  
Civic Cultural Center – 5018 Waghorn Street  
Tuesday, October 22, 2024, at 6:15 p.m.  
**MINUTES**

7. Where access is gained directly from a paved road, driveways and parking areas shall be hard surfaced.
8. All off-street parking areas, where entered onto by a paved road, shall be hard surfaced as defined in the Land Use Bylaw in force.

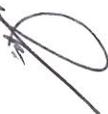
**NOTES**

1. *The applicant is to provide any revised drawings clearly indicating any changes to the approved drawing set.*
2. *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.*
3. *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.*
4. *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.*

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Vice Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:24 p.m.

  
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Jim Sands, Vice Chairperson

  
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Billie Scott, Recording Secretary/Development Officer II

