

**MEMBERS PRESENT**

Jim Sands – Chairperson, Town of Blackfalds Councillor  
Brenda Dennis – Vice Chairperson, Town of Blackfalds Councillor  
Jamie Hoover – Town of Blackfalds Mayor  
Kara Hubbard, Member at Large  
Alex Garica, Member at Large

**OTHERS ATTENDING**

Billie Scott, Development Officer II  
Preston Weran, Director of Infrastructure and Planning Services

**REGRETS**

None

**WELCOME AND CALL TO ORDER**

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

**APPROVAL OF AGENDA**

**15/25** 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**

**16/25** Member Hoover moved that the Municipal Planning Commission approve the Minutes from July 22, 2025, as presented. **CARRIED UNANIMOUSLY**

**Application 141-25 – Side yard relaxation of 0.70m  
81 Athens Road (Lot 93, Block 1, Plan 162 1964)**

Administration provided background information on the proposed development.

**17/25** MOVED by Member Garcia that the Municipal Planning Commission APPROVE the application for a side yard relaxation of 0.60 m as presented in Development Permit 141-25, located at 81 Athens Road (Lot 93, 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 0.60 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.*

**CARRIED UNANIMOUSLY**

**Application 151-25 – Front Parking Pad Extension  
5558 Prairie Ridge Avenue (Lot 56, Block 6, Plan 072 6123)**

Administration provided background information on the proposed development. The Board had a general discussion.

**18/25**

MOVED by Member Hoover that the Municipal Planning Commission APPROVE the application for a side yard driveway extension relaxation of 0.52 m (1.72 ft) as presented in Development Permit 151-25, located at 5558 Prairie Ridge Avenue (Lot 56, Block 6, Plan 072 06123) and subject to the following conditions being met to the satisfaction of the Development Officer:

**CONDITIONS**

1. The applicant shall ensure that the side yard driveway extension relaxation does not exceed 0.52 m.
2. As access is gained directly from a paved road therefore driveways, and parking areas shall be hard surfaced.
3. The applicant shall ensure that 25% front landscaping is maintained at all times.
4. Any changes to the approved application shall require a separate permit application.
5. The applicant shall repair or reinstate, or pay for the repair or reinstatement, to original condition, any public property, street furniture, curbing, boulevard landscaping and tree planting or any other public property owned by the Town, which is damaged, destroyed or otherwise harmed by development upon the site.

**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.*

**CARRIED UNANIMOUSLY**

19/25

Application 152-25 – Side and Rear Yard Relaxation  
5212 Wilson Street (Lot 11, Block 5, Plan 5629 HW)

Administration provided background information on the proposed development.

MOVED by Member Garcia that the Municipal Planning Commission APPROVE the application for relaxation of the side yard for the existing detached garage and front yard for the existing dwelling as presented in Development Permit 152-25, located at 5212 Wilson Street (Lot 11, Block 5, Plan 5629 HW) and subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

1. The applicant shall ensure that the northeast side yard setback relaxation for the existing detached garage does not exceed 0.45 m.
2. The applicant shall ensure that the front yard setback relaxation for the existing dwelling does not exceed 5.18 m.
3. Any changes to the approved application shall require a separate permit application.

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.*

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:31 p.m.

  
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Jim Sands, Chairperson

  
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Billie Scott, Recording Secretary/Development Officer II