

**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION**
Civic Cultural Center – 5018 Waghorn Street
Thursday, May 21, 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.*
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3. **BUSINESS**

- 3.1 Approval of Minutes from April 16, 2026
 - 3.2 Development Permit Application 52-26 – Rear Yard Variance
 - 3.3 Development Permit Application 62-26 – Home Based Business 3
-

4. **CONFIDENTIAL**

None

5. **ADJOURNMENT**

MINUTES

MEMBERS PRESENT

Jim Sands – Chairperson, Town of Blackfalds Councillor
Ryan Brown – Vice Chairperson, Town of Blackfalds Councillor
Jennifer Kirk – Member at Large

OTHERS ATTENDING

Preston Weran, Director of Infrastructure & Planning Services

REGRETS

Alex Garcia – Member at Large
Shane Hanson – Town of Blackfalds Councillor

WELCOME AND CALL TO ORDER

Chairperson Sands welcomed all attending and called the Municipal Planning Commission Meeting to order at 6:06 p.m.

APPROVAL OF AGENDA

7/26 Member Kirk moved that the Municipal Planning Commission approve the agenda as presented.

CARRIED UNANIMOUSLY

TREATY SIX LAND ACKNOWLEDGEMENT

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

BUSINESS

Approval of Minutes

8/26 Member Brown moved that the Municipal Planning Commission approve the Minutes from March 19, 2026 as presented.

CARRIED UNANIMOUSLY

Application 39-26 – Rear Yard Variance
138 Ava Crescent (Lot 16 Block 10 Plan 162 0173)

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

9/26 Moved by Member Kirk that the Municipal Planning Commission approve the application for a rear yard variance for an existing detached garage as presented in Development Permit 39-26, located at 138 Ava Crescent (Lot 16 Block 10 Plan 162 0173), 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 detached garage does not exceed 1.20 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 (MGA), take such actions as necessary to ensure that the provisions are complied with.*

CARRIED UNANIMOUSLY

MINUTES

ADJOURNMENT

Chairperson Sands adjourned the Municipal Planning Commission Meeting at 6:12 p.m.

Jim Sands, Chairperson

Preston Weran, Recording Secretary/Director of
Infrastructure & Planning Services

DRAFT

TO: Municipal Planning Commission

PREPARED BY Candice Hilgersom, Acting Development Officer II

PRESENTED BY **Jolene Tejkl, Planning & Development Manager**

DEVELOPMENT: Development Permit Application 52-26
• *Rear Yard Variance for Accessory Building*

ADDRESS: 9 Woodbine Close (Lot 13 Block 12 Plan 062 2688)

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

SUMMARY:

This Development Permit Application requests a relaxation of the rear yard setback, due to the irregular shape of the lot, to allow for the construction of an Accessory Building (detached garage). 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 setback variance for the construction of a detached garage located at 9 Woodbine Close.

This required variance was identified when a Development Permit Application was received for the property. The proposed site plan indicates the Accessory Building (detached garage) is setback 3.0 m from the rear property line at its furthest point. Due to the irregular shape of the lot and the desire to avoid reducing usable backyard space by complying with the 6.0 m setback, a variance has 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.



ANALYSIS:

The intent behind this either/or 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 3.0 m, so it is in between this either/or setback regulation.

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

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.

The Department has assessed this application and has determined that the variance request is minor in nature and is 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 setback to allow for the construction of an Accessory Building (detached garage) as presented in 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.

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.

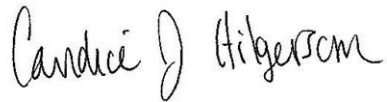
NOTES

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.*

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. Aerial Photo of Existing Concrete Pad



Town of Blackfalds
DEVELOPMENT PERMIT APPLICATION
RESIDENTIAL

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 #: 52-26

Application Date: March 27, 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

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
 Apartments Stacked Rowhouse Row Housing
 Other: _____

Approximate Value of Development: \$ \$12,000
(Building Materials and Labour)

Civic Address of Property to be Developed: 9 woodbine close
Lot: 13 Block: 12 Plan: 0622688 Land Use District: storage-and-parking

Existing Land Use: 1905

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: 37 Approx. % (include any deck(s), garage(s) – attached or detached, accessory building(s), verandahs, etc.)

Yard Setbacks - Front Yard: _____ Left Side Yard: 2.3m
Right Side Yard: 1m Rear Yard: 1m + 3.0m to furthest point

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 585 sq feet - detached Garage

Development Permit #: 52-26

Application Date: March 27/26

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

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://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):

Second garage for storage and parking - rear yard variance setback request of 3.0m (50% from 6.0m)
- due to shape of lot.
- already poured concrete pad.

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)**

Lot: 13 Block: 12 Plan: D622488 Land Use District: R-1M Tax Roll #: D22210

Variance Requested (if applicable): MDC Development Officer

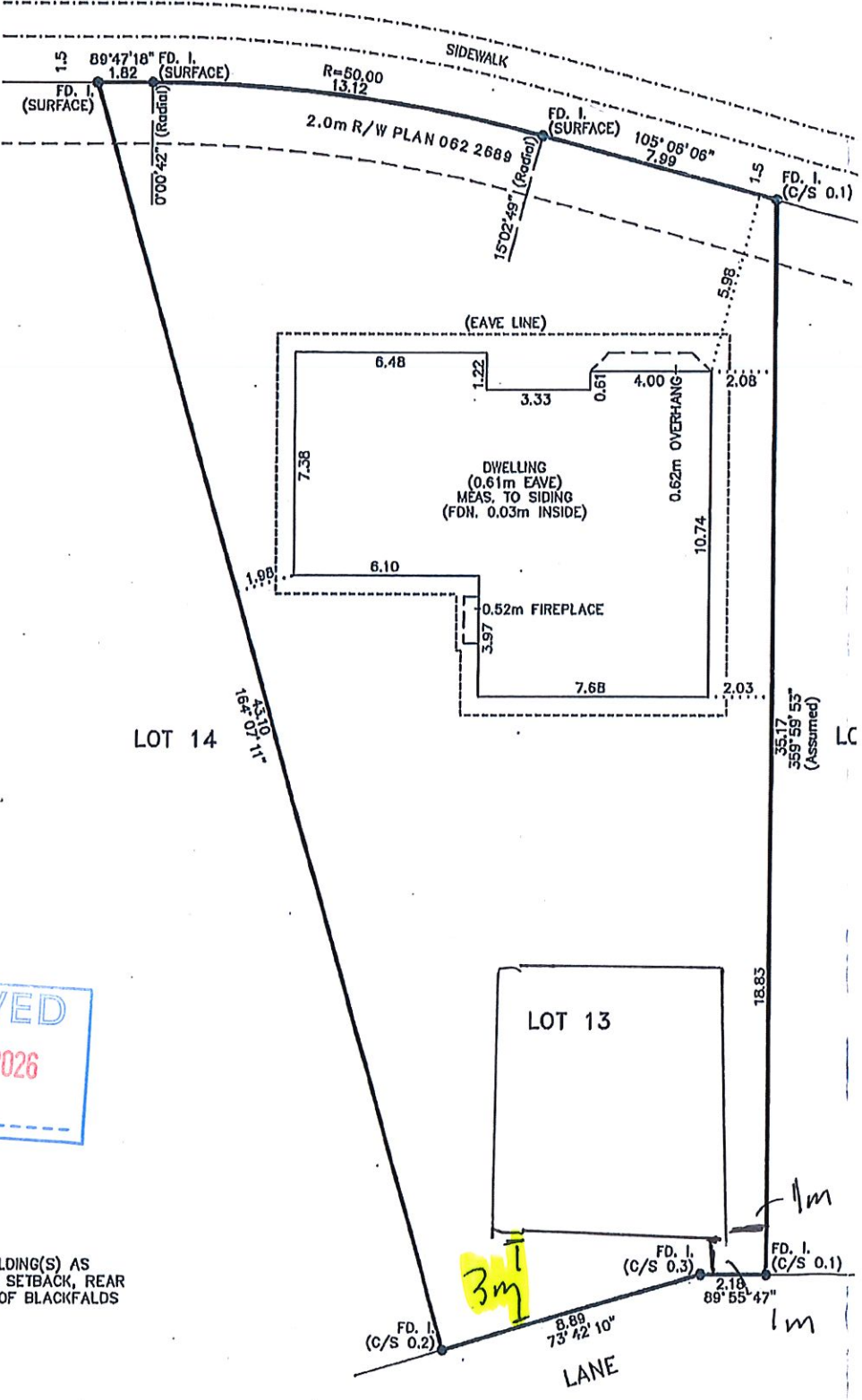


Permit 52-26 – Subject Property – 9 Woodbine Close 

Notification Addresses 

- Proposed detached garage with rear yard setback variance request due to the shape of the lot.
 - Should be 1.0m or a minimum of 6.0m (proposed at 3.0m to the furthest point)

WOODBINE CLOSE



RECEIVED
 MAR 3 2026
 52-26

THIS IS TO CERTIFY THAT THE LOCATION OF THE BUILDING(S) AS SHOWN ON THIS PLAN COMPLIES (COMPLY) WITH THE SETBACK, REAR YARD AND SIDE YARD REQUIREMENTS OF THE TOWN OF BLACKFALDS LAND USE BY-LAW.

S. Lyson
 DEVELOPMENT OFFICER



Aerial Photo Showing Existing Concrete Pad – 9 Woodbine Close



DP 52-26 – Proposed detached garage on existing concrete pad

- rear yard setback variance request

TOWN OF BLACKFALDS MUNICIPAL PLANNING COMMISSION MEETING May 21, 2026

TO: Municipal Planning Commission

PREPARED BY Candice Hilgersom, Acting Development Officer II

PRESENTED BY **Jolene Tejkl, Planning & Development Manager**

DEVELOPMENT: Development Permit Application 62-26
• *Home Based Business 3*

ADDRESS: 24 Cyprus Road (Lot 48, Block 5, Plan 072 6123)

DISTRICT: Residential Single Dwelling Large Lot District (R-1L)

SUMMARY:

This Development Permit Application requests approval for a Home Based Business 3. The nature of the business is for a footcare service to be operated from within the Accessory Building (rear detached garage), including a mobile option where the applicant will also attend clients' homes to render services.

The operation of the business is not expected to negatively impact the residential character of the neighbourhood, therefore the recommendation is to approve the application subject to conditions.

BACKGROUND:

The application before the Commission is for approval of a Home Based Business 3 located at 24 Cyprus Road. As this application is a discretionary use in the Land Use Bylaw, the Commission is the approving authority for Home Based Business 3 applications.

The application was deemed complete by the Development Officer on April 23, 2026.

A Home Based Business 3 is the accessory use of a principal dwelling and an accessory building or site by at least one (1) resident of the dwelling to conduct an occupation, profession or craft which may generate more than one (1) business associated visit per day and may employ a maximum of one (1) non-resident employee. This Home Based Business is proposed to be operated from within the rear detached garage.



The parking requirements are to provide 2 off street parking stalls for the residents of the dwelling, and to provide an additional 2 parking stalls for the business (one (1) additional stall for the clients and (1) stall for the non-resident employee). At this time, there is no non-resident employee being proposed.

Home Based Business 3 approvals shall have a time limit of 3 years. Upon expiration of the original permit, the Development Authority may consider granting an approval with no time limit if the Home Based Business meets the regulation of the Bylaw.

ANALYSIS:

The subject lot is located within a residential area of the Town. Under the Town's LUB the subject lot, along with the properties to the north and east, are designated Residential Single Dwelling Large Lot District (R-1L). The properties to the west are designated Residential Multi-Dwelling District (R-2) and the properties to the northeast are designated Residential Single Dwelling Medium Lot District (R-1M). All of these properties within the vicinity provide alley access.

The proposed hours of operation are Monday to Friday 9am to 5am with one (1) client at a time with a maximum of 3 daily on-site visits.

The applicant is able to provide 3 off street parking stalls at the rear of the property, 2 off street parking stalls on the front driveway and 2 parking stalls within the attached front garage. This applicant can provide more parking than is required.

Notification of the proposed development 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.

The Department has assessed this application and has determined that the application meets all applicable Land Use Bylaw regulations.

RECOMMENDATION:

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.

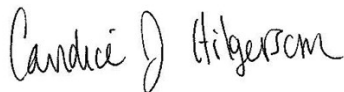
6. No physical change to the exterior appearance of the dwelling shall be allowed as a result of the establishment of the home based business.
7. Any change in use or intensification of the use of the home based business shall require review of the current Development Permit and may require separate 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.*

ALTERNATIVES

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



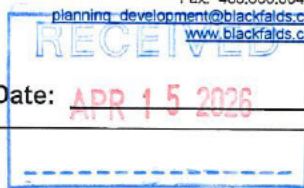
Candice Hilgersom
Acting Development Officer II

Attachments:

1. Development Permit Application
2. Site Plan
3. Adjacent Landowner Referral Map
4. Site Inspection Photos

drawing of parking

\$100.00
1 time



Development Permit #: 62-26

Application Date: APR 15 2026

To Be Completed By Applicant

Permit Being Applied for By: Land Owner Applicant
Proposed Home Business: Home Based Business 1 Home Based Business 2 Home Based Business 3

ACCESSORY BUILDING

*Please note that if business owner isn't the homeowner, a letter/email from the registered homeowner needs to be submitted with this application allowing the use of the residence for the home business.

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

Mailing Address: 24 Cyprus Rd

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

Business or Company Name: Foot and Toe on the Go CMP Services

What is the classification of your business: Footcare

(or) Massage Therapist, Hairdresser, Contractor, Bookkeeper, etc.)

Contact Person: ATIA Section 20(4)(h)(i)

Address of Business: 24 Cyprus Rd Blackfalds AB ATIA Section 20(1)

Legal Land Description: Lot: 48 Block: 5 Plan: 072 8103 Land Use District: R-1L

Where will the business operation occur: Primary Dwelling Accessory Building Both

What area (sq. footage) of the house is required to operate this business? 16' 30"

(Please include a floor plan noting where the proposed business is to operate within the home for Home Based Business 2 and 3 applications)

If an accessory building (detached garage or shed) is being used, what area (sq. footage)? _____

Number of resident employees: 1 Number of non-resident employees: _____

How often will people be coming to your home regarding your business: Never # of daily visits: 3 1 at a time

Will there be any storage required for the business: Yes No Indoor Outdoor

Please describe storage (if applicable): _____

Please describe any vehicles used for the business: 2009 chev searra
(vehicle(s) type(s))

Please describe any trailers and/or equipment used for the business: _____

How many off street parking spaces are available for business related parking? 6 spots
(Every residence is required to have 2 off street parking spaces. Please include and indicate any ADDITIONAL parking spaces with dimensions available for the business). *Parking stall(s) include driveways, parking pads and garages. This **does not** include parking on a public roadway.

A site plan showing all off-street parking stalls **must** be submitted with Home Based Business 2 and 3 applications

Days and hours of operation: Mon-Friday - 9-5

Has this business previously been approved and licensed within the Town of Blackfalds? Yes No

If yes, where was the previous location? _____

Are there any other businesses currently being operated out of this home? Yes No

If yes, what is the name of the business? _____

Development Permit #: 62-26.

Application Date: _____

Detailed description and nature of proposed business (include extra paper if needed):

* mobile Footcare service / Foot matience - / Routine Care
* By appointment only

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: _____

X 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: _____

X 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>

I hereby make application for a Development Permit under the provisions of the current 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 conditons of approval. By submitting this application I hereby allow right of entry for inspection purposes.

Permit Applicant Name(s): Foot and Toe on the Go CMP services

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)**

Tax Roll #: _____ Approval letter/email received from homeowner (if applicable)

Approval By: MPC Development Officer

Home Business
Development Permit Fee
(1-61-00-521):

\$ 100.00
+ 100.00 Disc.

MPC Date: Tent May 21/26.

SDAB Date: _____

Notification Date: April 23/26

Receipt #: 675458 Date Application Deemed Complete: April 22/26.

NOTES:


1. This Application constitutes part of the permit.
2. Every Development Application shall be completed and submitted in accordance with the current Town of Blackfalds 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.


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.


Permit 62-26 – Subject Property – 24 Cyprus Road 

Proposed Home Base Business 3.

- Business being operated from within an accessory building.
- One (1) client at a time.
- Three (3) year approval.



Permit 62-26 – Subject Property – 24 Cyprus Road 

Notification Addresses 

Proposed Home Base Business 3.

- Business being operated from within an accessory building.
- One (1) client at a time.
- Three (3) year approval.





Front parking



Business Location



Rear Parking



Rear Parking