

TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION
Civic Cultural Center – 5018 Waghorn Street
Thursday, July 16, 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 (De-nay) 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 June 18, 2026
 - 3.2 Development Permit Application 120-26 – Height Variance (57 Portway Close)
 - 3.3 Development Permit Application 79-26 – Side and Rear Yard Variance (5220 Lawton Avenue)
-

4. **CONFIDENTIAL**

None

5. **ADJOURNMENT**

MINUTES

MEMBERS PRESENT

Jim Sands – Chairperson, Town of Blackfalds Councillor
Ryan Brown – Vice Chairperson, Town of Blackfalds Councillor
Shane Hanson – Town of Blackfalds Councillor
Jennifer Kirk – Member at Large
Alex Garcia – Member at Large (*arrived at 6:05 pm and was not present for discussion and voting for DP>>>)*

OTHERS ATTENDING

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

REGRETS

None.

WELCOME AND CALL TO ORDER

Chairperson Sands welcomed all attending, called the Municipal Planning Commission Meeting to order at 6:00 p.m.

APPROVAL OF AGENDA

15/26 Member Hanson moved That the Municipal Planning Commission approve the Agenda as for June 18, 2026 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

3.1 Approval of Minutes

16/26 Member Brown moved That the Municipal Planning Commission approve the Minutes from May 21, 2026, as presented.

CARRIED UNANIMOUSLY

**3.2 Development Permit Application 72-26 – Rear and Side Yard Variance
4606 East Railway Street (Lot 2B Block 1 Plan 782 2510)**

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

17/26 Moved by Member Kirk 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,*

MINUTES

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 79-26 – Rear Yard Variance
30 Aztec Crescent (Lot 6 Block 2 Plan 142 1784)

Administration provided background information on the proposed development.

After some discussion, the following motion was put forward:

18/26

Moved by Member Hanson 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 building 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-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, 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 6:11 p.m.

Jim Sands, Chairperson

Jolene Tejkl, Recording Secretary/Planning &
Development Manager

DRAFT

**TOWN OF BLACKFALDS
MUNICIPAL PLANNING COMMISSION MEETING
July 16 2026**

TO: Municipal Planning Commission

PREPARED BY Billie (Scott) Parisien, Development Officer II

PRESENTED BY Billie (Scott) Parisien, Development Officer II

DEVELOPMENT: Development Permit Application 120-26
• *Height variance for a proposed Accessory Building*

ADDRESS: 57 Portway Close (Lot 15, Block 9, Plan 092 744)

DISTRICT: Residential Single Dwelling Small Lot District (R-1S)

SUMMARY:

This Development Permit Application requests a variance to the maximum allowable height requirement to facilitate the construction of an Accessory Building (detached garage) capable of accommodating a vehicle lift and additional storage. The proposed height variance is not anticipated to create adverse impacts on neighbouring properties or affect the safe operation of the rear lane.

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

BACKGROUND:

The application before the Commission is for a height variance for the construction of an Accessory Building (detached garage) located at 57 Portway Close. The applicant is requesting a height variance of 0.82 m (2.7 ft) resulting in a proposed building height of 5.8 m (19.1 ft) to peak.

The variance requirement was identified during the review of the Development Permit Application. The submitted site plan indicates that the proposed Accessory Building would exceed the maximum permitted height by 0.82 m (2.7 ft).

Under the Land Use Bylaw (LUB), Accessory Buildings, including detached garages, are limited to a maximum height of 5.0 m (16.4 ft) and must not exceed the height of the principal dwelling. The principal dwelling on the subject property has a maximum height of 9.8 m (32.0 ft); therefore, while the proposed Accessory Building (detached garage) exceeds the maximum height permitted under the LUB, it remains substantially lower than the principal dwelling.



ANALYSIS:

The intent of the maximum height regulation for Accessory Buildings is to ensure that these structures remain secondary to the principal dwelling, maintain the residential character of the neighbourhood, and minimize potential impacts on adjacent properties.

The subject property is developed with a two-storey dwelling featuring a walkout basement and is located within an established residential area of Town. The subject lot, as well as the properties to the east, west, and south, are designated Residential Single Dwelling Small Lot District (R-1S) under the LUB. Properties directly north of the site are designated Residential Single Dwelling Large Lot District (R-1L).

Notification of the proposed variance was provided to adjacent landowners in accordance with the Town's notification requirements. At the time of writing this report, no comments or concerns have been received. A notification map identifying the properties that received notice is attached to this report.

Administration has reviewed the application and determined that the requested height variance is minor in nature. Given that the proposed Accessory Building remains significantly lower than the principal dwelling and no concerns have been raised by neighbouring property owners, the variance is not expected to negatively affect adjacent properties, neighbourhood character, or public safety.

RECOMMENDATION:

That the Municipal Planning Commission approve the application for a height variance to allow for the construction of an Accessory Building (detached garage) as presented in Development Permit 120-26, located at 57 Portway Close (Lot 15, Block 9, Plan 092 7444, 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 height of the Accessory Building (detached garage) does not exceed 5.82 m (19.1 ft.)

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.

Billie (Scott) Parisien
Development Officer II

Attachments:

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

Development Permit #: 120-26

Application Date: _____

RECEIVED
MAY 25 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

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

Mailing Address: #57 PORTWAY CLOSE

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: HEIGHT VARIANCE HEIGHT VARIANCE

X Approximate Value of Development: \$ 70000.00
(Building Materials and Labour)

X Civic Address of Property to be Developed: 57 PORTWAY CLOSE

Lot: 15 Block: 9 Plan: 092 7444 Land Use District: R-15

Existing Land Use: RESIDENCE

Number of Storeys: 1 Height (avg. from ground level to peak): 19'1"

Lot Area: ~ 7710 ft² Uncovered Deck Construction Included: If yes, size: _____ ☐ sq m ☐ sq ft

Total Parcel Coverage: 40 % (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: 833 ft² Upper Floor: 78.5 ft² Basement: _____ Attached Garage: 624 ft² (24x26)

X **Accessory Building(s):** ☐ sq. meters ☒ sq. feet

Shed: _____ Detached Garage: ☒

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

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

Basement Floor (Accessory Suite): _____

X ☒ **Variance Required:** Reason for variance: HEIGHT VARIANCE HEIGHT VARIANCE

Proposed Commencement Date: AUGUST 2026 Proposed Completion Date: ~ AUGUST 2027

X 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 ☒

Development Permit #: 120-26 Application Date: May 25/26

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):

REQUESTING ADDITIONAL HEIGHT ON PROPOSED DETACHED GARAGE. WOULD LIKE AN ADDITIONAL
PLEASE SEE ATTACHED PAGE.

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): _____

Landowner Signature(s): _____

FOR OFFICE USE ONLY

Lot: 15 Block: 9 Plan: 092 7444 Land Use District: R-15 Tax Roll #: 033490

Variance Requested (if applicable): ☒ MPC ☐ Development Officer

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

Development Permit Fee:
(1-61-00-520)

\$ 150-

MPC Date: Tent July 16/26

TOTAL:

*Double the permit fee is charged for submitted permits where the work has already started or is complete.

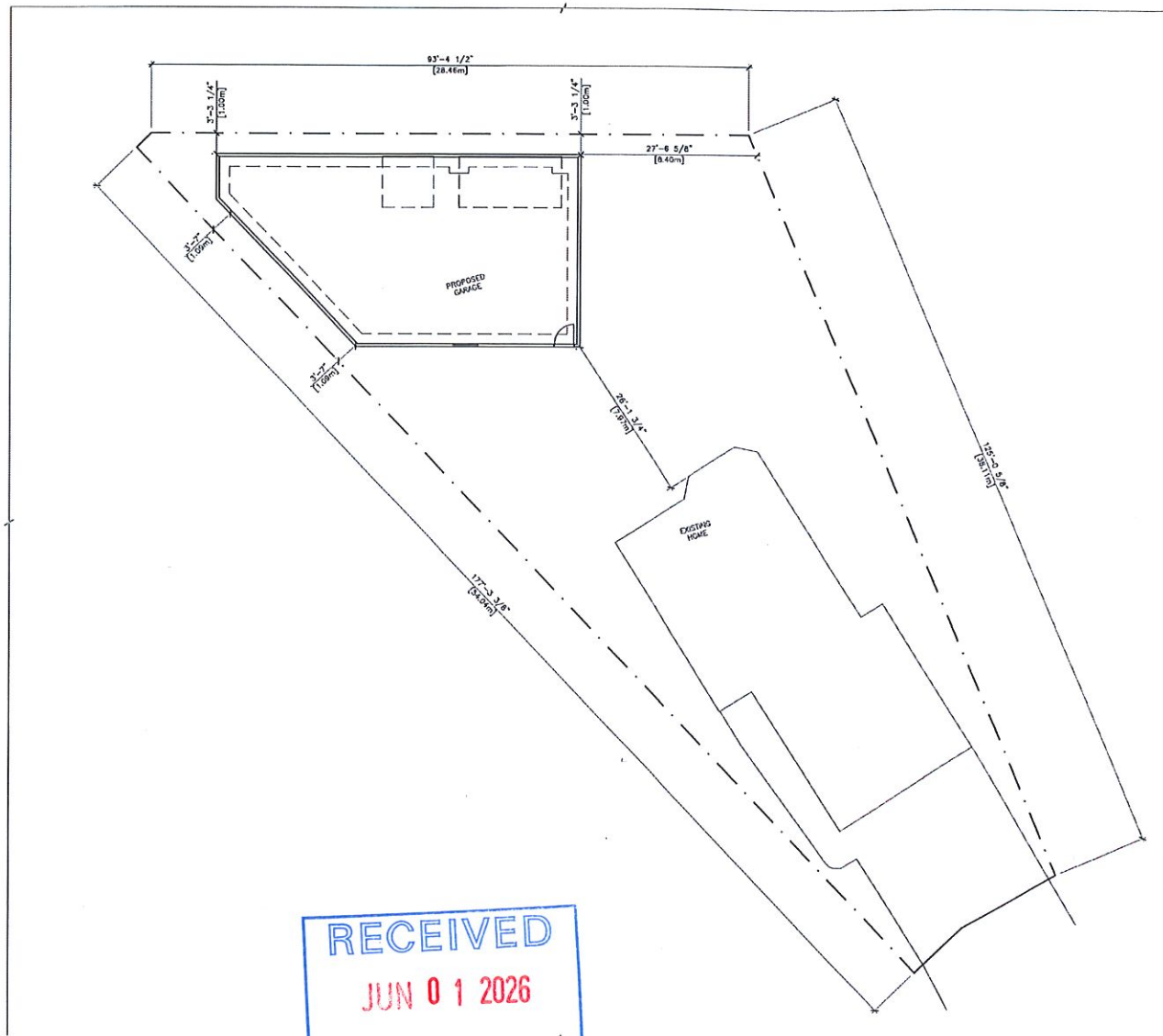
\$ 150-

SDAB Date: _____

Notification Date: _____

Receipt #: 679491 Date Application Deemed Complete: _____

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.



JUN 01 2026



PERMIT TO PRACTICE
REWARDS COACHING AND ASSOCIATES LTD
 PERMIT NO. 2017
 EXPIRATION DATE 2018
 DATE 30 April 2018
PERMIT NUMBER: IPO06515
 The Association of Professional Engineers and
 Geomatics Engineers of Ontario (A.P.E.G.O.)

[illegible]

3	ISSUED FOR PERMIT	29APR25	GJ
2	ISSUED FOR REVIEW	09APR25	GJ
1	ISSUED FOR REVIEW	28MAR25	GJ
NO.	REVISION	DATE	BY



**RICHARDS
CONSULTING
ASSOCIATES
LIMITED** &

27317 TWP RD 372
RED DEER COUNTY,
ALBERTA T4N 5E3

P: 403-886-2919 F: 403-886-2733

CUSTOMER
GRAHAM McLACHLAN

PROJECT	PROPOSED GARAGE
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BLACKFALL, ALBERTA

LEGAL DESCRIPTION
57 PORTWAY CLOSE

DRAWING TITLE
SITE PLAN

SCALE

DESIGNED BY M. RICHARDS	DATE 29APR2024
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DRAWN BY G. JEROME	DATE 29APR2024
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CHECKED BY	DATE
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06/23/2026



06/23/2026



06/23/2026



06/23/2026

Permit 120-26 – Subject Property – 57 Portway Close ★

Notification Addresses ★

Detached garage (approx. 1,445 sq ft) with proposed height variance to accommodate a car lift.

- Permitted maximum peak height is 16.4ft.
- Proposed peak height is 19.1ft.



TOWN OF BLACKFALDS MUNICIPAL PLANNING COMMISSION MEETING July 16, 2026

TO: Municipal Planning Commission

PREPARED BY Candice Hilgersom, Acting Development Officer II

PRESENTED BY Billie (Scott) Parisien, Development Officer II

DEVELOPMENT: Development Permit Application 123-26

- *Rear Yard Variance for Existing Accessory Building*
- *Side Yard Variance for Existing Accessory Building*

ADDRESS: 5220 Lawton Avenue (Lot 17, Block 8, Plan 521MC)

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

SUMMARY:

This Development Permit Application requests a variance of the rear yard setback for an existing Accessory Building (detached garage) and a side yard variance for an existing Accessory Building (shed). Both structures have been in their current locations for many years. Administration has found no record of complaints related to either building, to suggest that they have created any adverse impacts on adjacent landowners.

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 an existing detached garage and a side yard setback variance for an existing shed located at 5220 Lawton Avenue. These required variances were identified during a request for a Certificate of Compliance.

The survey submitted indicates that the existing Accessory Building (detached garage) is setback 5.62 m from the rear property line. The Land Use Bylaw (LUB) requires Accessory Buildings, such as detached garages, to be setback either 1.0 m or a minimum of 6.0 m from the rear property line. The original Development Permit 20/96 approved the rear yard setback at 7.0 m; however, the building was not built in accordance with the approved plans.



The survey also indicates that the existing shed (9.3 m² in size) is setback 0.36 m from the side property line. The LUB requires that Accessory Buildings must be setback a minimum of 1.0 m from the side

property line. Although a Development Permit is not required for this size of Accessory Building (less than 10.0 m² in size), it must still meet the setback requirements of the LUB.

ANALYSIS:

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 Large District (R-1L) under the Town's LUB.

Notification of the proposed variances 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 requests are unlikely to negatively impact adjacent landowners.

RECOMMENDATION:

That the Municipal Planning Commission approve the application for a variance of the rear yard setback for the existing Accessory Building (detached garage) and the side yard setback for the existing Accessory Building (shed) as presented in Development Permit 123-26, located at 5220 Lawton Avenue (Lot 17, Block 8, Plan 521 MC), subject to the following conditions being met to the satisfaction of the Development Officer:

CONDITIONS

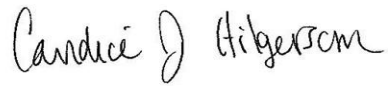
1. The applicant shall ensure that the rear yard setback for the existing detached garage does not exceed 5.62 m.
2. The applicant shall ensure that the side yard setback for the existing shed does not exceed 0.36 m.

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. Real Property Report
- 3. Adjacent Landowners Referral Map
- 4. Site Photos

Development Permit #: 123-26

Application Date: MAY 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

Landowner Name(s): ATIA Section 20(4)(h)(i)
Mailing Address: ATIA Section 20(1)
City: Blackfalds Prov: AB Postal Code: T0M 0J0
Phone: ATIA Section 20(1) Alt Phone: ATIA Section 20(1)
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: \$ 0
(Building Materials and Labour)

Civic Address of Property to be Developed: 5220 Lawton Avenue

Lot: 17 Block: 8 Plan: 521 MC Land Use District: R-1L

Existing Land Use: _____

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: _____

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: _____

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: moveable shed - sideyard - detached garage e-rear yard.

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 ☒

Development Permit #: 123-26Application Date: MAY 28 2026

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://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):

Variances detached garage / moveable shed**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): _____

Landowner Signature(s): _____

FOR OFFICE USE ONLYLot: 17 Block: 8 Plan: 581 MC Land Use District: R-1L Tax Roll #: 002396Variance Requested (if applicable): ☐ MPC ☐ Development Officer**IF DEMOLITION PERMIT - COPIES SENT TO:** ☐ Utility Department ☐ Tax DepartmentDevelopment Permit Fee:
(1-61-00-520)

\$

150-MPC Date: Tent July 16/26**TOTAL:**

\$

150-

SDAB Date: _____

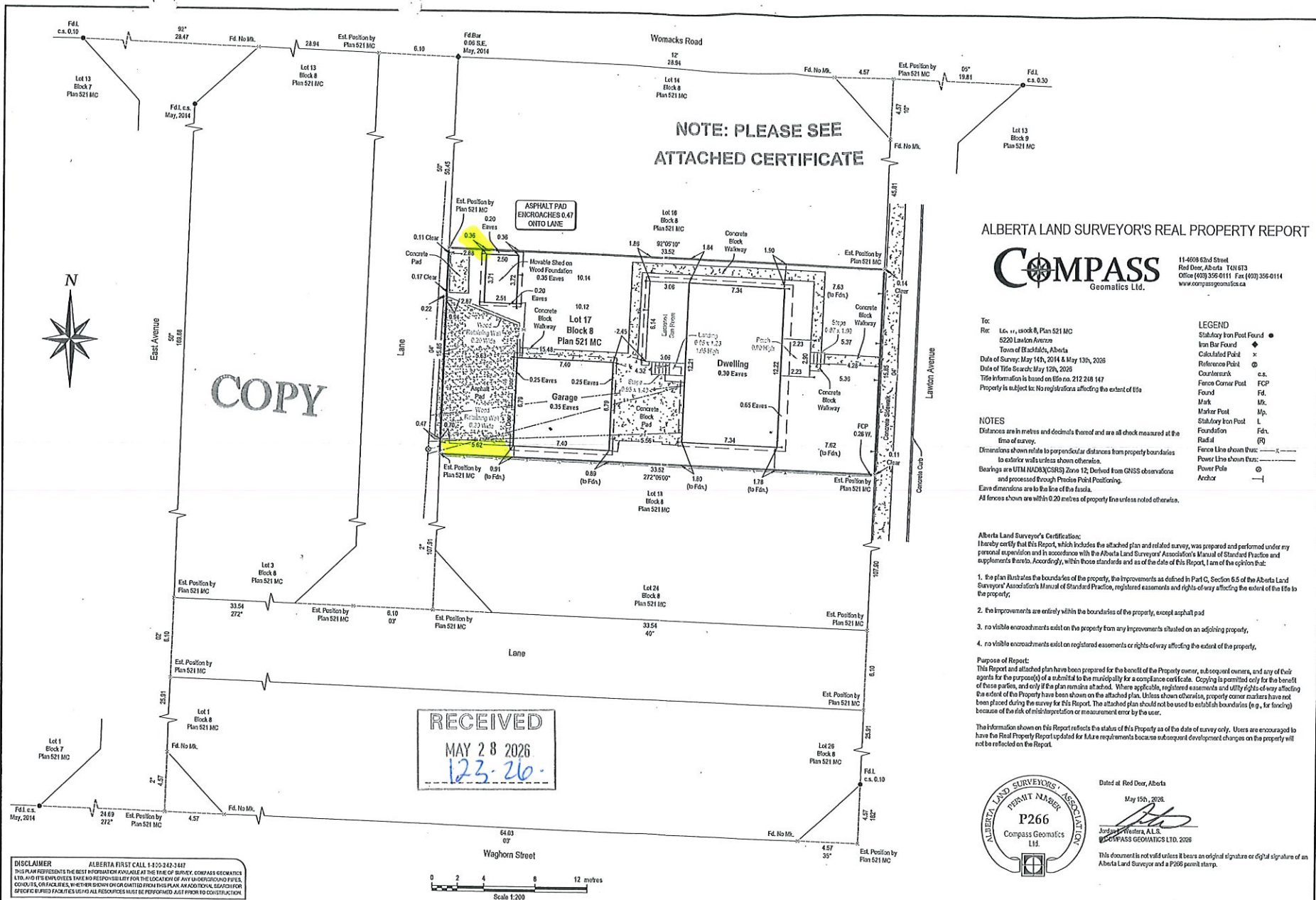
*Double the permit fee is charged for submitted permits where the work has already started or is complete.

Notification Date: _____

Receipt #: 679709Date Application Deemed Complete: June 4/26

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.

123-26



ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

COMPASS
Geomatics Ltd.

11-4008 63rd Street
Red Deer, Alberta T4N 6T3
Office (403) 356-0111 Fax (403) 356-0114
www.compassgeomatics.ca

To: Lot 17, Block 8, Plan 521 MC
5220 Lawton Avenue
Town of Blackfalds, Alberta
Date of Survey: May 14th, 2014 & May 13th, 2005
Date of Title Search: May 12th, 2005
Title Information is based on title no. 212 218 147
Property is subject to: No regulations affecting the extent of title

LEGEND
Stakeless Iron Post Found •
Iron Bar Found ♦
Calculated Point x
Reference Point ⊙
Cornermark c.s.
Fence Corner Post FCP
Found Fd.
Mark M.
Marker Post M.
Stakeless Iron Post L
Foundation Fdn.
Radial (R)
Fence Line shown true: — x —
Power Line shown true: — — —
Power Pole P.
Arch A.

NOTES

Distances are in metres and decimals thereof and are all check measured at the time of survey.
Dimensions shown relate to perpendicular distances from property boundaries to other walls unless shown otherwise.
Bearings are UTM NAD83/GRS83 Zone 12, Derived from GNSS observations and processed through Precise Point Positioning.
Eave dimensions are to the line of the fascia.
All fences shown are within 0.20 metres of property line unless noted otherwise.

Alberta Land Surveyor's Certification:

I hereby certify that this Report, which includes the attached plan and related survey, 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:

1. the plan illustrates the boundaries of the property, the improvements as defined in Part C, Section 5.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, registered easements and rights-of-way affecting the extent of the title to the property;
2. the improvements are entirely within the boundaries of the property, except asphalt pad;
3. no visible encroachments exist on the property from any improvements situated on an adjoining property;
4. no visible encroachments exist on registered easements or rights-of-way affecting the extent of the property;

Purpose of Report:

This Report and attached plan have been prepared for the benefit of the Property owner, subsequent owners, and any of their agents for the purpose(s) of a submission to the municipality for a compliance certificate. Copying is permitted only for the benefit of those parties, and only if the plan remains attached. Where applicable, registered easements and rights-of-way affecting the extent of the Property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this Report. The attached plan should not be used to establish boundaries (e.g., for fencing) 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 because subsequent development changes on the property will not be reflected on the Report.



Dated at Red Deer, Alberta
May 15th, 2008

Jordan Westra, A.L.S.
Jordan Westra, A.L.S.
COMPASS GEOMATICS LTD. 2008

This document is not valid unless it bears an original signature or digital signature of an Alberta Land Surveyor and a P266 permit stamp.

Permit 123-26 – Subject Property – 5220 Lawton Avenue



Notification Addresses



Side and rear yard setback variance requests for an existing shed and detached garage.

Existing Shed:

- should be minimum 1.0m from the side property line (shown as 0.36m).

Existing Detached Garage:

- should be 1.0m or a minimum of 6.0m from the rear property line (shown as 5.62m).





06/23/2026



06/23/2026



06/23/2026



06/23/2026



06/23/2026