MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26 CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

February 4, 2025; 1:30 pm Hearing No. DP 144-24

Appellant: Foothills County
Applicant: Miles Laybourne
Landowner: 725301 Alberta Ltd.

LIST OF EXHIBITS

- A. Notice of Hearing and Location Sketch Map
- B. List of Persons Notified
- C. Letter of Appeal
- D. Development Permit and Notice of Decision
- E. MD of Willow Creek MPC Development Review Report Inclusive of November 13, 2024, December 11, 2024, & January 8, 2025
- F. Development Permit Application & Associated Information
- G. Notice of Municipal Planning Commission Meeting
- H. MPC Meeting Minutes November 13, 2024, December 11, 2024 & January 8, 2025
- I. Time Extension Agreement
- J. Excerpts from MD of Willow Creek Land Use Bylaw No. 1826

MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

NOTICE OF CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD HEARING

Development Permit 144-24

THIS IS TO NOTIFY YOU THAT IN ACCORDANCE WITH SECTION 686 OF THE MUNICIPAL GOVERNMENT ACT, REVISED STATUTES OF ALBERTA, 2000, CHAPTER M-26, AS AMENDED, A PANEL OF THE CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD WILL HEAR AN APPEAL OF A DEVELOPMENT PERMIT ISSUED BY THE:

Development Authority of the Municipal District of Willow Creek No. 26 with respect to Development Permit No. 144-24

APPELLANT: Foothills County

APPLICANT: Miles Laybourne

LANDOWNER: 725301 Alberta Ltd.

LEGAL DESCRIPTION: NE 31-16-28-W4

PROPOSAL: Recreational Vehicle Storage consisting of recreational

vehicles, boats, farming and industrial equipment. Installation of

on-site signage.

DECISION: APPROVED WITH CONDITIONS

PLACE OF HEARING: Municipal District of Willow Creek No. 26 – Municipal

Administration Building

#273129 Secondary Highway 520 West

(Claresholm Industrial Airport)

DATE OF HEARING: February 4, 2025

TIME OF HEARING: 1:30 p.m.

PROCEDURES PRIOR TO THE HEARING FOR DP 144-24:

 Provide Written Submissions - The Appeal Board is encouraging all hearing participants to submit presentations, letters, and comments to the Board prior to the hearing. It is preferred that written material is emailed to the Board Clerk, ideally in a PDF format. Please contact the Clerk with your written submissions, which will be accepted until 12:00 p.m. January 31, 2025.

EMAIL: kattieschlamp@orrsc.com

MAIL: Kattie Schlamp, Board Clerk

Oldman River Regional Services Commission 3105 – 16th Avenue N., Lethbridge, Alberta T1H 5E8

If you are bringing information to the hearing for submission, you are required to supply 12 copies.

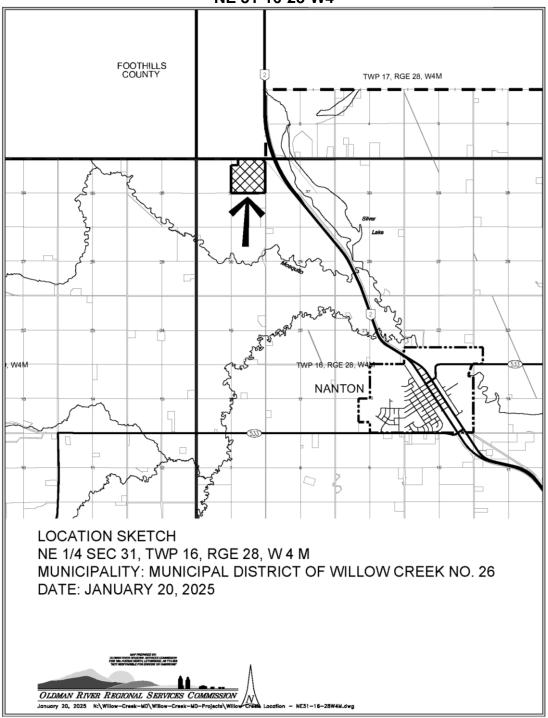
2. **Exhibit Viewing** - The initial appeal exhibit package will be posted on the ORRSC website at **www.orrsc.com**. Any additional submissions submitted up to noon on January 31, 2025, will be posted to the website prior to the hearing.



MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Land Subject of Appeal Hearing DP 144-24 NE 31-16-28-W4



DATE: January 20, 2025

Kattie Schlamp, Clerk
Subdivision & Development Appeal Board

A2

MD OF WILLOW CREEK NO. 26 CHINOOK INTERMUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD

Development Permit No. 144-24

List of Persons Notified

Municipality:

MD of Willow Creek No. 26 CAO MD of Willow Creek No. 26 MPC MD of Willow Creek No. 26 Manager of Planning & Development

ORRSC Planner, Diane Horvath

SDAB Members:

Evert Vandenberg Howard Paulsen Janice Binmore Lory Moore Sheila Smidt

Appellant:

Foothills County

Applicant:

Miles Laybourne

Landowner:

725301 Alberta Ltd.

Landowner Notifications:

Glavind, David & Williams, Diane Gordon, Sandy L. Hutterian BR of Cayley Leech, Dwayne & Deborah Loree, Deborah Jean Loree, Murray & Deborah Sears, Jordan Kyle

Additional Notifications:

Alberta Transportation & Economic Corridors, Leah Olson ATCO Gas ATCO Pipelines

FOOTHILLS COUNTY



309 Macleod Trail, Box 5605 High River, Alberta T1V 1M7 Phone: 403-652-2341 Fax: 403-652-7880 www.FoothillsCountyAB.ca

January 15, 2025

Attn: Derrick Krizsan Chief Administrative Officer M.D. of Willow Creek No. 26

Via email: md26@mdwillowcreek.com

RE: Development Application No. 144-24

Thank you for notifying Foothills County regarding the approval of this development permit application for an RV, Boat and Industrial Storage Facility at 104179 – 722 Avenue East. Foothills County administration initially were circulated this application on October 24, 2024 as per the requirements of our Intermunicipal Development Plan. Having reviewed the documentation provided we responded with a letter outlining a number of concerns with this application on October 28, 2024. Our concerns related to impacts on the Foothills County road that would provide access to the facility, visual impacts on Foothills landowners and the protection of dark skies. While our concerns related to visual impacts and dark skies have been addressed, our concerns relative to the road have not.

This proposed facility would be accessed from 722 Avenue East (Connemara Road), which is a Foothills County road. As such, we wish to fully understand the traffic impacts that this proposed development would create and ensure that they are mitigated. We had requested in our response that the applicant undertake a TIA Memo Report and that based on the results of that report, the M.D. of Willow Creek enter into a Road Use Agreement with Foothills County.

We have not to date received any information regarding traffic impacts this development is expected to create and we note that providing this information or mitigating impacts to 722 Avenue were not listed among the conditions of approval for this development permit. Without understanding the potential impacts on Foothills County Roads and our rate payers, Foothills County cannot support this decision.

As such, Foothills County is appealing the decision of the MPC to approve this development permit. We will be submitting the required \$500 fee through the M.D.'s website.

Sincerely,

Ryan Payne, RPP, MCIP, CLGM Chief Administrative Officer Foothills County

The Municipal District of Willow Creek No. 26 Box 550, Claresholm, AB TOL 0TO Phone (403) 625-3351 Fax (403) 625-3886

NOTICE OF DECISION

Form C		Application No	144-24
		•	
NAME OF APPLICANT: _	Miles Laybourne		
In the matter of	NE 31-16-28-W4M		

The development as specified in Application No. 144-24 for the following use:

Recreational Vehicle Storage consisting of recreational vehicles, boats, farming and industrial equipment. Also, install on-site signage,

has been APPROVED, subject to the following conditions:

- 1. Prior to commencement of development, the applicant shall submit a final detailed site plan, including details for perimeter fencing along 722 Ave to be erected on property line, and vegetation or other innovative landscaping features for partial screening on the north and east perimeters of the storage area to be planted within the property, for final approval from the Municipal District.
- 2. Prior to becoming operational a municipal business license shall be obtained and maintained pursuant to Municipal Business License Bylaw No. 1603.
- 3. Prior to construction or commencement of the development, the applicant shall obtain and comply with all necessary permits under the Alberta Safety Codes Act (including building, electrical, gas, plumbing and private sewage disposal system) as required. Permits must be obtained and issued by the accredited agency on behalf of the municipality, Park Enterprises Ltd., Superior Safety Codes Inc. or The Inspections Group Inc.
- **4.** The applicant shall comply with the Land Use Bylaw No. 1826 including but not limited to, Schedule 2 Rural General (RG) land use district, Schedule 4 Standards of Development and Schedule 9 Sign Regulations.
- 5. Where on-site storage is illuminated, all lighting shall be positioned in such a manner that no illumination trespasses beyond designated storge area and complies with the requirements in Schedule 4 Standards of Development, Section 27 Dark Sky Standards.
- **6.** Prior to installation of signage, a final sign design plan including details for dimensions, materials, and anchoring system, to be submitted to the Municipal Office for final approval.
- 7. The storage area and perimeter fencing shall be kept clear of all garbage,

maintained in a neat orderly manner and vegetation, weeds be maintained regularly.

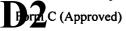
- 8. Business hours Monday to Friday 9:00 am 5:00 pm. Access hours: 24/7 for storage customers.
- **9.** There shall be no storage of derelict recreational vehicles, machinery or equipment for salvage, or domestic products and similar discarded or recyclable materials.
- **10.** There shall be no day use or overnight accommodation on site.
- 11. There shall be no waste or sanitation dumping on-site.
- 12. There shall be no on-site repairs of recreational vehicles including, but not limited to, equipment or machinery within designated storage area.
- 13. There shall be no hazardous materials or goods stored on-site.
- 14. There shall be no further development within 20ft. (6.1m) of the adjacent property lines and 75ft (22.86m) of the municipal road allowance right of way, unless a development permit is obtained that specifically varies the required setback to allow the development.

NOTATIONS:

- 1. If there are any minor changes to the approved development, the applicant/landowner shall obtain written approval from the Municipal District;
- 2. If any expansion and/or additions to the approved development are considered major, a new development permit shall be obtained from the Municipal District;
- 3. The development officer, in accordance with section 645 of the Act, may take such action as is necessary to ensure that the provisions of this development permit or the land use bylaw are complied with.
- 4. Contact Utility Safety Partners at 1-800-242-3447 prior to excavation to locate buried utilities.
- 5. The person to whom a development permit has been issued shall notify the development officer upon completion of the development.
- 6. This permit indicates that only the development to which it relates is authorized in accordance with 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, laws, orders and/or regulations affecting such development.
- 7. This permit is valid for a period of 24 months from the date of issue. If, at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void.

DATE OF DECISION	January 8, 2025			
DEVELOPMENT PERMIT i	ssued on the 9th	day of _	January	2025

A development permit issued in accordance with this notice is not valid until 21 days after the date that this decision has been mailed to adjacent landowners, or posted on the site, or published in a newspaper, unless an appeal is lodged pursuant to the MGA. If an appeal is lodged, then the permit will remain in abeyance until the Subdivision and Development Appeal Board has determined the appeal and this Notice of Decision may be modified, confirmed, or nullified hereby.



Notice of Decision Development Application No. 144-24 Page 3 of 2

DATE: January 8, 2025 SIGNED:

Cindy Chisholm Development Officer

The Municipal District of Willow Creek

IMPORTANT: Notice of approval in no way removes the need to obtain any permit or approval required by any federal, provincial or municipal legislation and/or regulations pertaining to the development approved.

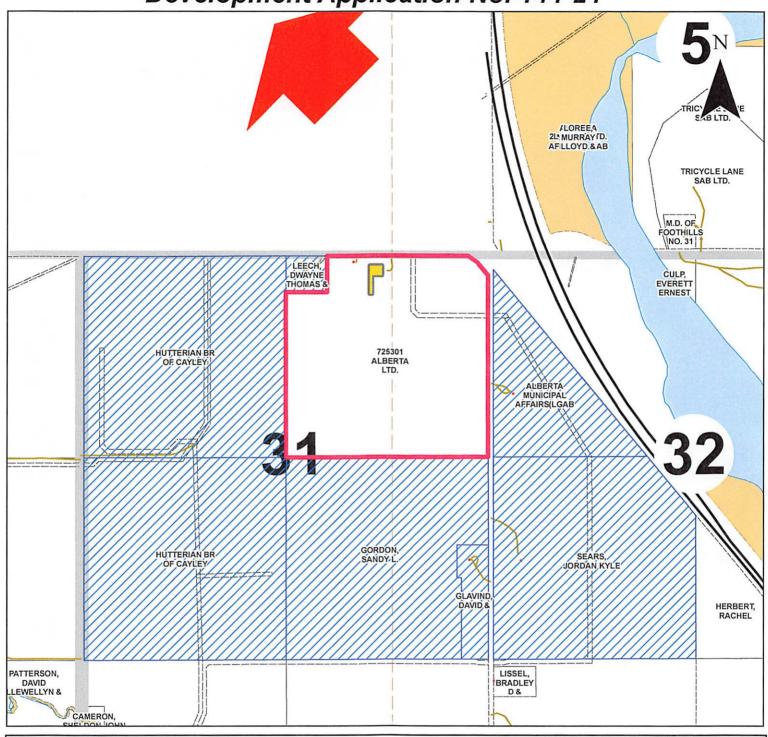
*Intention to appeal must be received within 21 days of notification of decision.

NOTE: The Land Use Bylaw provides that any person claiming to be affected by a decision of the Municipal Planning Commission may appeal to the Subdivision and Development Appeal Board by serving written notice of appeal, stating the reasons, to the Subdivision and Development Appeal Board, c/o Chief Administrative Officer, Box 550, Claresholm, Alberta TOL OTO within twenty-one (21) days following the date of issuance of this notice. The required fee of \$500.00 must accompany the appeal.

Copies to:

Applicant(s)/Registered Owner(s) Adjacent landowners Foothills County

DEVELOPMENT NOTIFICATION MAP Development Application No. 144-24





Recreational Vehicle Storage consiting of recreational vehicles, boats farming equipment and industrial equipment

NE 31-16-28-W4M

Cindy Chisholm
Develor men Officer

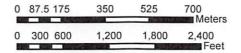
Legend

Land Owner

Adjacent Land Owners

Proposed Development Location

N.T.S - For Information Only





Municipal District of Willow Creek No. 26

P.O. Box 550 #273129 Secondary Highway 520 Claresholm, AB T0L 0T0 Tel: 403-625-3351

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

DEVELOPMENT PERMIT

Form D	Application No. 144-24
This dev	relopment permit is hereby issued to:
NAME: _	Miles Laybourne
ADDRES	SS: Box 681, Nanton, AB TOL 1R0
In respe	ct of development consisting of:
Recreati	onal Vehicle Storage consisting of recreational vehicles, boats, farming
and ind	ustrial equipment. Also, install on-site signage.
Municip	al Address: 104179 – 722 Ave. East
On land	located at: NE 31-16-28-W4M
and as d	escribed on Development Permit Application No. 144-24
and plan	s submitted by the applicant.
	rmit refers only to development outlined in Development Permit
Applicat	ion No. 144-24 , dated October 11, 2024
And is s	ubject to the conditions contained in the Notice of Decision:
de er for	ior to commencement of development, the applicant shall submit a final tailed site plan, including details for perimeter fencing along 722 Ave to be ected on property line, and vegetation or other innovative landscaping features a partial screening on the north and east perimeters of the storage area to be anted within the property, for final approval from the Municipal District.
	ior to becoming operational a municipal business license shall be obtained d maintained pursuant to Municipal Business License Bylaw No. 1603.
ob (in sy ag	ior to construction or commencement of the development, the applicant shall tain and comply with all necessary permits under the Alberta Safety Codes Act cluding building, electrical, gas, plumbing and private sewage disposal stem) as required. Permits must be obtained and issued by the accredited ency on behalf of the municipality, Park Enterprises Ltd., Superior Safety edes Inc. or The Inspections Group Inc.

- **4.** The applicant shall comply with the Land Use Bylaw No. 1826 including but not limited to, Schedule 2 Rural General (RG) land use district, Schedule 4 Standards of Development and Schedule 9 Sign Regulations.
- 5. Where on-site storage is illuminated, all lighting shall be positioned in such a manner that no illumination trespasses beyond designated storge area and complies with the requirements in Schedule 4 Standards of Development, Section 27 Dark Sky Standards.
- **6.** Prior to installation of signage, a final sign design plan including details for dimensions, materials, and anchoring system, to be submitted to the Municipal Office for final approval.
- 7. The storage area and perimeter fencing shall be kept clear of all garbage, maintained in a neat orderly manner and vegetation, weeds be maintained regularly.
- 8. Business hours Monday to Friday 9:00 am 5:00 pm. Access hours: 24/7 for storage customers.
- **9.** There shall be no storage of derelict recreational vehicles, machinery or equipment for salvage, or domestic products and similar discarded or recyclable materials.
- 10. There shall be no day use or overnight accommodation on site.
- 11. There shall be no waste or sanitation dumping on-site.
- 12. There shall be no on-site repairs of recreational vehicles including, but not limited to, equipment or machinery within designated storage area.
- 13. There shall be no hazardous materials or goods stored on-site.
- 14. There shall be no further development within 20ft. (6.1m) of the adjacent property lines and 75ft (22.86m) of the municipal road allowance right of way, unless a development permit is obtained that specifically varies the required setback to allow the development.

NOTATIONS:

Form D

- 1. If there are any minor changes to the approved development, the applicant/landowner shall obtain written approval from the Municipal District;
- 2. If any expansion and/or additions to the approved development are considered major, a new development permit shall be obtained from the Municipal District;
- 3. The development officer, in accordance with section 645 of the Act, may take such action as is necessary to ensure that the provisions of this development permit or the land use bylaw are complied with.
- 4. Contact Utility Safety Partners at 1-800-242-3447 prior to excavation to locate buried utilities.
- 5. The person to whom a development permit has been issued shall notify the development officer upon completion of the development.
- 6. This permit indicates that only the development to which it relates is authorized in accordance with 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, laws, orders and/or regulations affecting such development.

DATE: January 9, 2025

SIGNED:

Cindy Chisholm Development Officer

The Municipal District of Willow Creek

IMPORTANT:

This development permit is subject to the following conditions:

- This permit indicates only the development to which it relates is authorized in accordance with the provisions of the Land Use Bylaw. This is not a BUILDING PERMIT. The applicant is not excused from complying with the requirements of any federal, provincial or other municipal legislation, or the conditions of any easement, covenant, building scheme or agreement affecting the development or land.
- 2. This permit, issued in accordance with the notice of decision, is valid for a period of 24 months from the date of approval. If, at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit is no longer valid. An application to extend the validity of a development permit for up to 36 months from the date of the original development permit approval.
- 3. If this development permit is issued for construction of a building, including the exterior finish of the building, it shall be completed within 24 months from the date of issue of this development permit.
- 4. The Development Officer may, in accordance with the MGA, issue a stop order or suspend or cancel a development permit in order to ensure that the provisions of the bylaw are complied with.
- 5. This permit is transferable only in accordance with the provisions of the Land Use Bylaw.
- 6. If the use for which this development is issued is discontinued for 24 months or more, then a new application for development to recommence said use must be made in accordance with the provisions of the Land Use Bylaw.
- 7. The issuance of this development permit is subject to the condition it does not become effective until 21 days after the date of the issuance of the notice of decision. Should this decision be appealed within 21 days after the notice of decision has been issued, the permit shall not become effective until the appeal shall have been determined and the permit upheld thereby. SHOULD DEVELOPMENT BE COMMENCED WITHIN THE 21-DAY TIME FRAME AND AN APPEAL BE LAUNCHED AGAINST THIS PROPOSAL AND SUBSEQUENTLY BE UPHELD BY THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD, ANY COSTS INCURRED SHALL BE AT THE SOLE EXPENSE OF THE DEVELOPER.
- 8. IF THE DEVELOPMENT APPLICATION HAS BEEN APPEALED, THE APPLICANT SHALL NOT COMMENCE ANY DEVELOPMENT UNTIL THE DECISION OF THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD HAS BEEN OFFICIALLY RENDERED IN WRITING AND AUTHORIZES THE PROPOSED DEVELOPMENT.

MUNICIPAL PLANNING COMMISSION

DEVELOPMENT APPLICATION NO. 144-24

Applicant/Owner	Miles Laybourne (LO: 725301 Albert Ltd.)
Legal Land Description	NE 31-16-28-W4M
Councillor/Division	Councillor Berger – Division 6
Zoning/Existing Use	Rural General (RG)
Proposed Development	Recreational Vehicle Storage consisting of recreational vehicles, boats, farming and industrial equipment.
Transit Tr	Also, install on-site signage.
	Adjacent Landowners, Alberta Transportation &
Circulation	Economic Corridor, Foothills County, Oldman River
	Regional Services Commission, Internal: Public
	Works/Infrastructure
	Foothills County, Dwayne & Debbie Leech, Bradley &
Comments Received	Isobella Lissel, ATCO Transmission, Director of
	Infrastructure

Additional information - January 8, 2025

- Applicant has provided additional information regarding proposed perimeter fencing and proposed landscape (see attached)
 - > chain link perimeter fencing 6ft. high
 - fast growing shrubbery to fill in the gaps between trees long the fence line

December 11, 2024

- Additional information has been submitted by the applicant
- Alberta Transportation and Economic Corridors comments:
 - In reviewing the application, the proposed development falls within the permit area of a provincial highway as outlined in the Highways Development and Protection Act/Regulation. The proposed development, however, will not cause any concern for on going highway operation of future highway expansion. Transportation and Economic Corridors, therefore, issues an exemption from the permit requirements for the development listed above pursuant to Section 25 pf the Highways Development and Protection Regulation.
 - ➤ Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in the ALSA plan if applicable.
 - ➤ Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road

connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.

- Leah Olsen, with Transportation, provided additional information clarifying the following:
 - A TIA is a very comprehensive document put together by a Professional Engineer.
 - A TIA Memo is less comprehensive also put together by a Professional Engineer.

https://open.alberta.ca/publications/traffic-impact-assessment-guidelines

https://open.alberta.ca/publications/who-pays-for-highwayimprovements-caused-by-single-developments-multipledevelopments

The engineering firm should always contact our office prior to putting the Scope of Work together before commencing the document.

• The proposed development is adjacent to Foothills County and 722 Ave E, it is recommended that combination of perimeter fencing be installed and vegetation (ie: trees, shrubs or alternative innovative landscaping) for partial screening for both security and esthetics, to the satisfaction of development authority.

INFORMATION

- Comments received from Foothills County noting the proposed development would be immediately adjacent to the boundary of Foothills County. Foothills County noted potential impacts to:
 - ➤ 722 Ave East requiring a Traffic Impact Assessment Memo Report and depending on the results from the report may require the MD of Willow Creek to enter into a Road Use Agreement with Foothills County.
 - > Visual impact to landowners in Foothills County and recommend full screening or near full screening along the north and east boundaries of the proposed area for development.
 - > Security lighting, ensure lighting installed will not cause light to trespass onto surrounding properties.
- Both Foothills County and the MD of Willow Creek have Dark Sky Bylaws.
- The applicant wishes to request the Municipal Planning Commission postpone the application in front of them today to allow time for a Traffic Impact Assessment to be undertaken, and any other information the MPC may require. A Time Extension to December 13, 2024, has been signed by the applicant.
- Applicant has provided the following information in support of the proposed development:

- > Secured fencing and gated entry, security cameras and lighting, for the perimeter of the proposed outdoor storage area.
- ➤ Utilize existing access to proposed development site. No additional access is proposed.
- > Services to provide year-round storage of RV's, boats, farming and industrial equipment, trailers, and sea-cans
- ➤ The applicant currently lives onsite in the existing mobile home. The mobile home may be replaced in the future.
- ➤ Office Hours: Monday Friday, 9:00am to 5:00pm. Access hours: 24/7 for storage customers.
- > Signage is being proposed for the proposed development.
- ➤ Hwy 2 and 722 Ave East is approximately ¼ mile to the east of proposed lands for easy access to and from.

Compliance with Land Use Bylaw

• Recreational Vehicle Storage is a discretionary use, under 'Rural General (RG)' land use district in the Land Use Bylaw No. 1826.

Comments received

- Foothills County, Julie McLean, dated October 28, 2024 see attached
- Leech, Dwayne & Debbie comments received November 5, 2024 see attached
- Laybourne, Miles response to Leech letter, received November 8, 2024 see attached
- Lissel, Isobella & Bradley comments dated November 4, 2024, 2024 see attached.
- Laybourne, Miles response to Lissel letter, received November 8, 2024 see
- Pittman, Director of Infrastructure comment is that consideration should be given to Policy 320-26 Private Driveway Policy to access the proposed shop and parking area.
- ATCO Transmission, Vicki Porter, dated October 25, 2024 ATCO Transmission high pressure pipelines have no objections.
- Alberta Transportation and Economic Corridors, Leah Olsen, dated November 20, 2024- see attached comments.

RECOMMENDATIONS:

Option 1 (recommended) – upon MPC approval

1. Prior to commencement of development, the applicant shall submit a final detailed site plan, including details for fencing, vegetation or other innovative landscaping features for partial screening on the north and east perimeters of the storage area, to the Municipal Office for final approval.

- **2.** Prior to becoming operational a municipal business license shall be obtained and maintained pursuant to Municipal Business License Bylaw No. 1603.
- **3.** Prior to construction or commencement of the development, the applicant shall obtain and comply with all necessary permits under the Alberta Safety Codes Act (including building, electrical, gas, plumbing and private sewage disposal system) as required. Permits must be obtained and issued by the accredited agency on behalf of the municipality, Park Enterprises Ltd., Superior Safety Codes Inc. or The Inspections Group Inc.
- **4.** The applicant shall comply with the Land Use Bylaw No. 1826 including but not limited to, Schedule 2 Rural General (RG) land use district, Schedule 4 Standards of Development and Schedule 9 Sign Regulations.
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- **6.** Prior to installation of signage, a final sign design plan including details for dimensions, materials, and anchoring system, to be submitted to the Municipal Office for final approval.
- **7.** The storage area and perimeter fencing shall be kept clear of all garbage, maintained in a neat orderly manner and vegetation, weeds be maintained regularly.
- **8.** Business hours Monday to Friday 9:00 am 5:00 pm. Access hours: 24/7 for storage customers.
- **9.** There shall be no storage of derelict recreational vehicles, machinery or equipment for salvage, or domestic products and similar discarded or recyclable materials.
- **10.** There shall be no day use or overnight accommodation on site.
- **11.** There shall be no waste or sanitation dumping on-site.
- **12.** There shall be no on-site repairs of recreational vehicles including, but not limited to, equipment or machinery within designated storage area.
- **13.** There shall be no hazardous materials or goods stored on-site.

14. There shall be no development within 20ft. (6.1m) of the adjacent property lines and 75ft (22.86m) of the municipal road allowance right of way, including trees and board/plank/chain link fences, unless a development permit is obtained that specifically varies the required setback to allow the development.

NOTATIONS:

- 1. If there are any minor changes to the approved development, the applicant/landowner shall obtain written approval from the Municipal District;
- 2. If any expansion and/or additions to the approved development are considered major, a new development permit shall be obtained from the Municipal District;
- 3. The development officer, in accordance with section 645 of the Act, may take such action as is necessary to ensure that the provisions of this development permit or the land use bylaw are complied with.
- 4. Contact Utility Safety Partners at 1-800-242-3447 prior to excavation to locate buried utilities.
- 5. The person to whom a development permit has been issued shall notify the development officer upon completion of the development.
- 6. This permit indicates that only the development to which it relates is authorized in accordance with 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, laws, orders and/or regulations affecting such development.

Option 2

Municipal Planning Commission 'Postpone', Development Permit Application No. 144-24, for applicant to provide additional information to be submitted for consideration by the Municipal Planning Commission at the next scheduled meeting.

Option 3

Municipal Planning Commission "Refuse' Development Permit Application No. 144-24.

1. Municipal Planning Commission provide reason

References

- MD of Willow Creek & M.D. of Foothills Intermunicipal Development Plan Bylaw No. 1728 & Bylaw No. 82/2015
- MD of Willow Creek Land Use Bylaw No. 1826:
 - ➤ Schedule 2 Rural General (RG) land use district
 - ➤ Schedule 4 Standards of Development
 - Schedule 9 Standards of Signage
- Bylaw No. 1603 Business Licence

December 2, 2024

ADDITIONAL INFORMATION

Development Application No. 144-24 Miles Laybourne – RV Storage

The proposed location is approximately 2.0 acres which we estimate can hold up to 100 trailers

Yellow circles represent the lighting fixtures

Red circles represent security cameras

Blue lines represent the internal roadway

Red lines represent the entrance / exit

Red triangle represents the proposed sign

Green rectangles represent proposed rows for the R.V.'s.

Blue lines represent lane ways.

Pink lines represent an approximately 20m set back from the center of the ditch to where the R.V.'s would be stored.

All of these are subject to change at the M.D.'s discretion.

The Sea Cans and equipment would be stored in one of the proposed rows, sectioned off perhaps from the R.V.'s towards the south. We would like to keep anything bigger than an R.V further back from the road.

We have not looked at any screening yet, does the M.D. have any preferences/ suggestions? We are open to whatever works best!

We have gotten some quotes for fencing and still undecided on which type of material to use. The choices so far are tin and chain link. Height will be 6 feet.

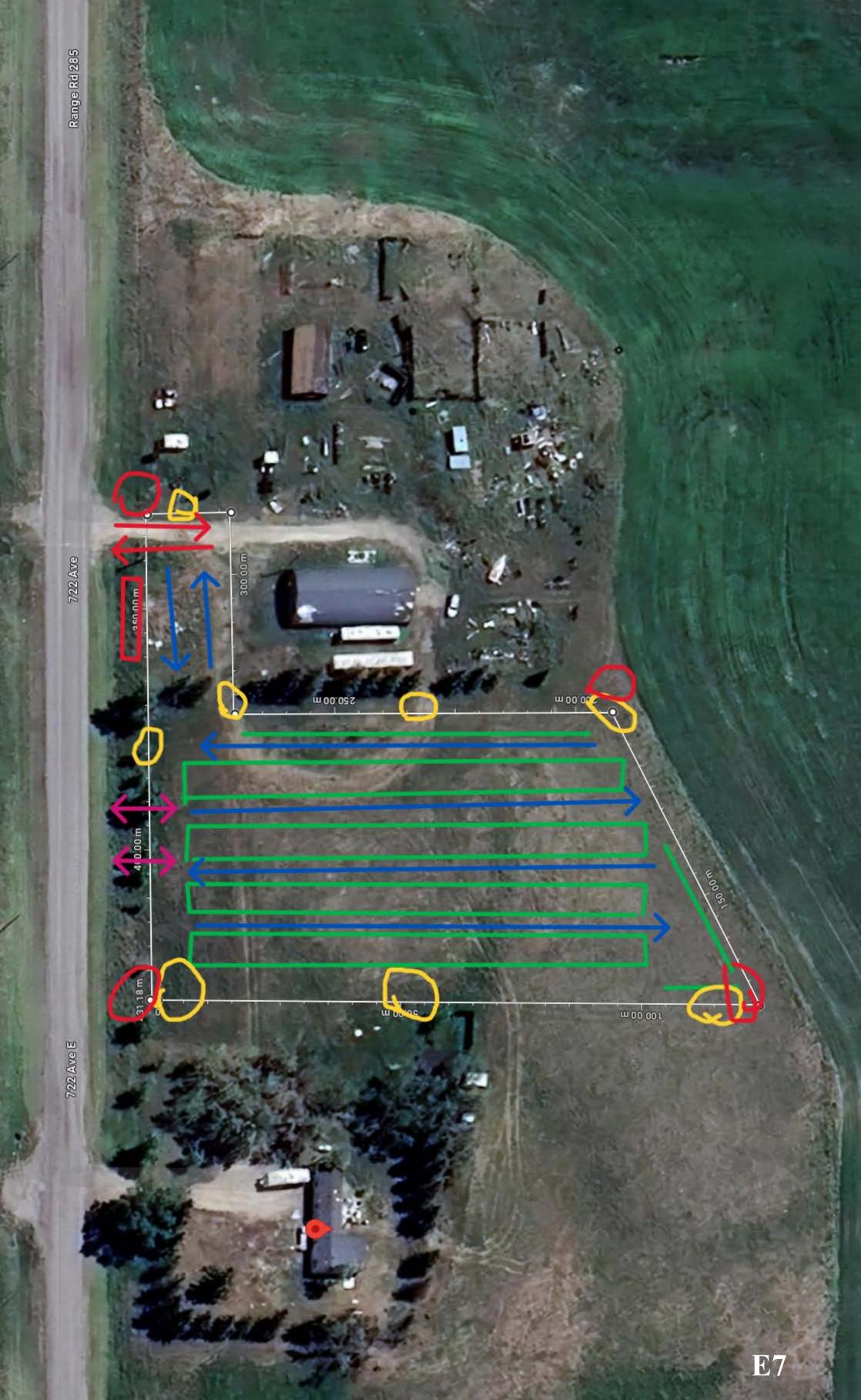
The rows would be approximately 10m by 100m from north to south.

Some will end up being 7m by 100m and one will be 14m by 100m depending on the lengths of the R.V's we get in.

Alternatively, we could have the rows facing east to west in which case they would be 60m by 10m.

None of this has been set in stone yet does the M.D have a preference on the arrangement of the trailers?

As for the set back, there is more than enough space to leave the 75ft gap, so this shouldn't be an issue.



Transportation and Economic Corridors Notice of Referral Decision Municipal Development in Proximity of a Provincial Highway

Municipality File Number:	DA 144-24 Laybourne	Highway(s):	2X
Legal Land Location:	QS-NE SEC-31 TWP-016 RGE-28 MER-4	Municipality:	M.D. of Willow Creek No. 26,Foothills County
Decision By:	Leah Olsen	Issuing Office:	Southern Region / Lethbridge
Issued Date:	November 20, 2024	AT Reference #:	RPATH0047147
Description of Development:	Development Application No. 144-24 Miles Laybourne - proposed Recreational Vehicle Storage consisting of RV, boats, farming and industrial equipment and install signage.		



This will acknowledge receipt of your circulation regarding the above noted proposal. Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity to the proposed development(s).

Transportation and Economic Corridors offers the following comments and observations with respect to the proposed development(s):

In reviewing the application, the proposed development falls within the permit area of a provincial highway as outlined in the Highways Development and Protection Act/Regulation. The proposed development, however, will not cause any concern for ongoing highway operation or future highway expansion. Transportation and Economic Corridors, therefore, issues an exemption from the permit requirements for the development listed above pursuant to Section 25 of the Highways Development and Protection Regulation.

- Pursuant to Section 618.3(1) of the Municipal Government Act (MGA), the department expects that the municipality will comply with any applicable items related to provincial highways in an ALSA plan if applicable
- Pursuant to 618.4(1) of the Municipal Government Act, the department expects that the Municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, in accordance with Policy 7 of the Provincial Land Use Policies.

Please contact Transportation and Economic Corridors through the <u>RPATH Portal</u> if you have any questions, or require additional information



Issued by Leah Olsen, Development and Planning Tech, on November 20, 2024 on behalf of the Minister of Transportation and Economic Corridors pursuant to *Ministerial Order* 52/20 – Department of Transportation Delegation of Authority

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

#26-Hwy 520, Claresholm Industrial Area, Box 550, Claresholm, Alberta T0L 0T0 Phone: (403) 625-3351 Fax: (403) 625-3886

Email: development@mdwillowcreek.com

NOTICE OF MUNICIPAL PLANNING COMMISSION MEETING

Form B	Application No. 144-24	
TO: Adjacent Landowners	AMENDED	
Notice is hereby given that an application is be	ing made for a developmen	ιt

permit with regard to the following:

TYPE OF DEVELOPMENT:

NAME OF APPLICANT:

Proposed: Recreational Vehicle Storage consisting of recreational vehicles, boats,

farming and industrial Equipment. Also, install on-site signage.

Miles Laybourne

PLACE OF MEETING:

TYPE OF MEETING:

DATE OF MEETING:

NE 31-16-28-W4M

Municipal Administration Building, Claresholm

Regular Municipal Planning Commission

9:00 a.m. on Wednesday, November 13, 2024

This development application and all associated information are available for viewing at the Municipal Office at the address shown above during normal hours of operation, or website at www.mdwillowcreek.com. Please go to the website for any future amendments to this notification and/or application.

Any person affected by the said proposal has the right to present a written brief prior to the hearing and/or to be present and be heard at the meeting. Any information submitted will become available to the public and may also be shared with the applicant and appropriate government/other agencies and is subject to the provisions of the *Freedom of Information and Protection of Privacy Act* (FOIP). If you have any questions, please contact The Municipal District of Willow Creek No. 26.

Persons requesting to be heard at the meeting shall submit a written request to be heard to the development officer not later than:

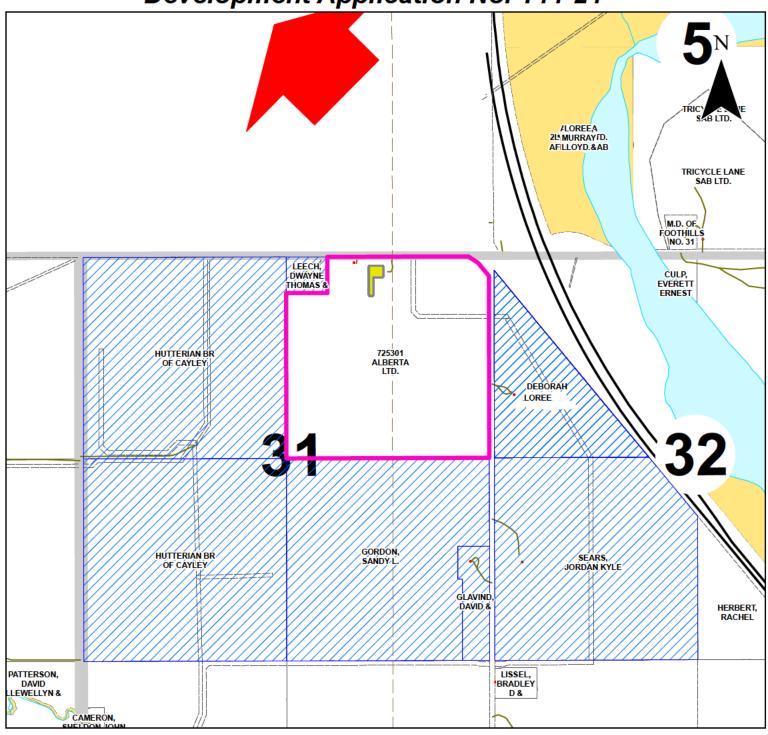
November 8th, 2024 (10 consecutive days from the date of this notice)

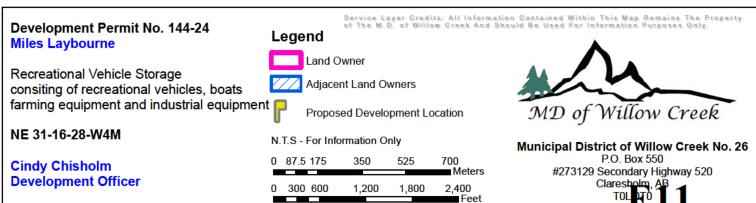
DATE: October 24, 2024 SIGNED:

Cindy Chisholm Development Officer

MD of Willow Creek No. 26

DEVELOPMENT NOTIFICATION MAP Development Application No. 144-24





THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

273129 Sec Highway 520 West, Box 550, Claresholm, AB T0L 0T0

Phone (403) 625-3351

Fax (403) 625-3886

www.mdwillowcreek.com

1,120

FOR OFFICE USE ONLY

APPLICATION FOR A DEVELOPMENT PERMIT

IMPORTANT: This information may also be shared with appropriate government/other agencies (e.g. Alberta Agriculture, Food and Rural Development; Alberta Environment; the regional health authority), and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact The Municipal District of Willow Creek No. 26.

Application No. 144-24
Fees Submitted: \$ 300.00

Site Inspection:

Form	A
	_

APPLICANT: MILES LAYBOURNE	Telephone:
ADDRESS:	Email:
MUNICIPAL ADDRESS: 104179 - 722 AV ENUE GAST	Bus/Cell:
REGISTEREDOWNER: 725301 ALBORTA LTD	_ Telephone:
LEGAL DESCRIPTION: Lot(s) Block Plan	
OR: Quarter NE Section 31 Township 16	Range 28 W4M
EXISTING USE: NONE	
PROPOSEDUSE: R.V. AND BOAT STORAGE,	PLUS FARM STORAGE
PARTICULARS OF PROPOSED DEVELOPMENT: TO FROVIDE	STORAGE SOLUTIONS
FOR RV'S, BOATS, PARMING AND IND	USTRIAL EQUIPMENT.

Additional information or clarification can be helpful in processing the application without delay. You may wish to use the back of this form, or attach a separate sheet with such information. Please fill out the Right of Entry authorization on reverse.

REGISTERED OWNER OR PERSON ACTING ON BEHALF OF:

I/we agree to the collection and sharing of this information contained in this application, and any other information may be required to verify and evaluate this application as explained above. I have submitted particulars concerning the completion of the proposed development and agree to comply in all respects with any conditions that may be attached to any development permit that is issued and with any other bylaws that are applicable. I am aware I may be required to pay for all local improvement costs, which include drainage, sidewalks, road construction, street lighting, water and sewer main extensions, utility connection fees and installation costs at the present established rate.

I have read and understand the terms noted on the reverse side of this form and hereby apply for permission to carry out the development described above and/or on the attached plans and specifications. I further certify the registered owner(s) of the land described above is aware of this application.

DATE: Ochober 11/24

SIGNEI

Applicant

IMPORTANT: See Over

The Municipal District of Willow Creek No. 26 Land Use Bylaw No. 1826

Form A

	- (01)	

- 1. Subject to the provisions of the Land Use Bylaw of The Municipal District of Willow Creek No. 26, the term "development" includes any change in the use of buildings or land.
- 2. Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as an official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood any development by the applicant within 21 days after receipt of a Development Permit is at his own risk.
- 3. Please submit a plan or drawing showing locations of existing and proposed buildings, roads, services, boundaries, etc. in sufficient detail to ensure proper consideration of the application. Measurements may be metric or imperial units. It is desirable the plans and drawings should be on scale appropriate to the development, as follows:

Site plans – ratio of 1:1000 or 1:1500 Other drawings – ratio of 1:100 or 1:200

or as required by the Development Officer. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared.

4. If a decision is not made within 40 days from the date of the receipt of the application in its complete and final form, the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period unless an agreement for a time extension has been entered into with the municipality.

RIGHT OF ENTRY: I hereby authorize representatives of The M the purpose of conducting a site inspection	funicipal District of Willow Creek No. 26 to enter my land for in connection with this application.
This right is granted pursuant to Section 54:	2(1) of the Municipal Government Act.
DATE: October 11/24	LANDOWNER(S): 72530 ALBERTA LTD (Print)
	LANDOWNER(S):
	(Print)
	SIGNED: _
	Registered Landowner(s)

Form A



BUSINESS PLAN FOR RV AND BOAT STORAGE FACILITY

Executive Summary:

Business Name: Willow Creek RV and Industrial Storage

Business Location: Nanton, Alberta

Business Type: RV, Boat and Industrial Storage Facility

Mission Statement:

To provide secure, accessible and convenient storage solutions for RV's, boats and industrial equipment, ensuring peace of mind and exceptional service for our customers.

Objectives:

- Build a facility with adequate space for 100 units within the first year.
- Achieve 75% occupancy within the first year.
- Provide the best possible customer service.

Business Description

Industry Overview:

The RV and boat storage industry is growing due to increased recreational vehicle and boat ownership. As more people invest in these vehicles, the need for safe and accessible storage solutions grows. Additionally, we would be open to storing trailers, seacans, tractors, etc.

Services Offered:

- Outdoor Storage: Secure fenced areas for RV's, boats and equipment.
- 24/7 Access: For customers to access their vehicles at their convenience.
- Security Features: Surveillance cameras, gated entry, and security lighting.

Target Market:

- RV and boat owners in the local region and surrounding areas.
- Farmers and industrial business owners.
- Seasonal and year-round RV and boat enthusiasts.
- Local businesses requiring storage for company-owned RV's or boats.

Market Analysis

Market Trends:

- Increasing popularity of RV travel and boating.
- Growing demand for secure storage options due to rising vehicle theft and damage concerns.
- Trends toward more flexible and accessible storage solutions.

Target Market Demographics:

Age: 30-65 years old

Income Level: Middle to upper-middle class

• Lifestyle: Active, recreational, and outdoor-oriented

Competitive Analysis:

- Direct Competitors: Other local storage facilities.
- Indirect Competitors: Driveway or backyard storage options.
- Competitive Advantage: Higher security features, better customer service, highway access and additional amenities.

Marketing and Sales Strategy

Marketing Plan:

- Website Development: Create a user-friendly website with online booking capabilities and detailed information about services. Square Space.
- Local Advertising: Utilize local newspapers, radio stations, and community boards.
- Social Media: Leverage platforms like Facebook, Instagram and TikTok to reach and engage with local RV and boat owners.
- Partnerships: Collaborate with RV and boat dealerships for referrals and promotions.
- Promotions: Offer introductory discounts, referral bonuses, and seasonal specials.

Sales Strategy:

- Customer Service: Provide exceptional customer service to retain clients and generate positive word-of-mouth referrals.
- Flexible Terms: Offer various storage plans (monthly, quarterly, yearly) to accommodate different customer needs.
- Value-Added Services: Upsell maintenance and cleaning services to enhance customer experience.

Operations Plan

Facility Requirements:

- Location: Secure, easily accessible location with enough space for expansion.
- Size: Minimum 2-3 acres of land for outdoor storage options.
- Infrastructure: Approximately 500m of security fencing, gated entry, surveillance systems, and adequate lighting.
- Replace existing older mobile home already on site with new mobile home for on-site manager to live in.

Staffing:

Manager: Oversee daily operations, customer service, and facility maintenance. Maintain cleanliness, assist with customer inquiries. Monitor security systems and perform regular facility checks.

Operating Hours:

Office Hours: 9 AM to 5 PM, Monday to Friday
Access Hours: 24/7 for storage customers

Suppliers and Equipment:

- Security systems provider
- Booking systems
- Maintenance and cleaning supplies
- Office supplies and equipment

Risk Management

Potential Risks:

- Economic downturn affecting recreational spending.
- Increased competition from new storage facilities.
- Changes in local zoning regulations.

Mitigation Strategies:

- Diversify services and pricing to appeal to a broader customer base.
- Maintain strong customer relationships and high service standards.
- Regularly review and adapt business practices to meet regulatory changes.

Conclusion

Willow Creek RV & Industrial Storage is positioned to capitalize on the growing demand for recreational vehicle, boat and equipment storage. With a comprehensive plan for facility management, marketing, and financial stability, the business is well-equipped to offer exceptional storage solutions and achieve long-term success.



LAND TITLE CERTIFICATE

s

LINC SHORT LEGAL TITLE NUMBER
0031 310 394 4;28;16;31;NE 051 374 150 +12

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 28 TOWNSHIP 16

SECTION 31

QUARTER NORTH EAST

CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

PLAN NUMBER HECTARES (ACRES) MORE OR LESS ROAD 35JK 0.316 0.78

DESCRIPTIVE 9512514 2.43 6.00 ROAD 0513390 0.288 0.71

EXCEPTING THEREOUT ALL MINES AND MINERALS

AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

REFERENCE NUMBER: 971 089 318

REGISTERED OWNER(S)

REGISTRATION DATE (DMY) DOCUMENT TYPE VALUE CONSIDERATION

051 374 150 05/10/2005 ROAD PLAN

OWNERS

725301 ALBERTA LTD.



ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

971 079 763 22/03/1997 CAVEAT

RE : SEE CAVEAT

 $\mathbf{E21}$

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

PAGE 2

051 374 150 +12

NUMBER DATE (D/M/Y) PARTICULARS

CAVEATOR - DWAYNE THOMAS LEECH

CAVEATOR - DEBORAH K LEECH BOTH OF:

PO BOX 586
NANTON

ALBERTA TOL1RO

AGENT - LAURIE M GORDON

(DATA UPDATED BY: TRANSFER OF CAVEAT

031194088)

041 144 773 26/04/2004 CAVEAT

RE : ACQUISITION OF LAND

CAVEATOR - THE MUNICIPAL DISTRICT OF FOOTHILLS NO.

31.

BOX 5605 HIGH RIVER ALBERTA T1V1M7

071 533 272 29/10/2007 UTILITY RIGHT OF WAY

GRANTEE - LEXIN RESOURCES LTD.

PO BOX 6808, STATION D

CALGARY

ALBERTA T2P2E7

(DATA UPDATED BY: CHANGE OF NAME 141175529)
(DATA UPDATED BY: CHANGE OF NAME 161089328)

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 15 DAY OF OCTOBER, 2024 AT 12:36 P.M.

ORDER NUMBER: 51886360

CUSTOMER FILE NUMBER:

END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

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From: <u>Circulations, HP</u>
To: <u>Cindy Chisholm</u>

Subject: RESPONSE 24-4043 RE: Development Application No. 144-24 Laybourne, Miles

Date: October 25, 2024 7:53:28 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

ATCO Transmission high pressure pipelines has no objections.

Questions or concerns related to ATCO high pressure pipelines can be forwarded to hp.circulations@atco.com.

Thank you,

Vicki Porter

Sr. Admin Coordinator, Engineering Ops Gas Transmission ATCO Pipelines and Liquids GBU

Email: vicki.porter@atco.com

From: Cindy Chisholm <chisholm@mdwillowcreek.com>

Sent: Thursday, October 24, 2024 6:33 PM

To: south <south@inspectionsgroup.com>; Circulations, HP <HP.Circulations@atco.com>; Diane

Horvath < dianehorvath@orrsc.com>

Subject: Development Application No. 144-24 Laybourne, Miles

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Good afternoon,

The MD of Willow Creek is in receipt of a Development Permit application No. 144-24 submitted by Miles Laybourne for proposed Recreational Vehicle Storage business

Please review the attached notification pkg, and if you have any comments, please email them to me by November 8, 2024.

If you have any questions, give me a call or email.

Thank you,

Cindy Chisholm

Director of Planning & Development

MD of Willow Creek No. 26 Office: (403) 625-3351 ext. 235

Cell: (403) 625-6094

chisholm@mdwillowcreek.com

Service Request on MD website: www.mdwillowcreek.com

Have some fun today and be the light Stay healthy, stay safe, calm and continue to be your best.



This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and or privileged information. Please contact me immediately if you are not the intended recipient of this communication. Do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.



FOOTHILLS COUNTY

309 Macleod Trail, Box 5605 High River, Alberta T1V 1M7 Phone: 403-652-2341

Fax: 403-652-7880 www.FoothillsCountyAB.ca

October 28, 2024

Attn: Cindy Chisholm

Director of Planning & Development

M.D. of Willow Creek No. 26

Via email: chisholm@mdwillowcreek.com

RE: Development Application No. 144-24

Thank you for circulating Foothills County on this application for an RV, Boat and Industrial Storage Facility at 104179 – 722 Avenue East. Foothills County administration have reviewed the documentation provided and we have a number of concerns with this application as proposed. Our concerns relate to impacts on the Foothills County road that would provide access to the facility, visual impacts on Foothills landowners and the protection of dark skies.

This proposed facility would be accessed from 722 Avenue East which is a Foothills County road. As such, we wish to fully understand the traffic impacts that it would create and ensure that they are mitigated. We request that the applicant undertake a TIA Memo Report and that based on the results of that report, the M.D. of Willow Creek enter into a Road Use Agreement with Foothills County.

As this facility is proposed on lands that are immediately adjacent to the boundary of Foothills County, it has the potential to visually impact landowners in Foothills. If this application were in Foothills County, it would be subject to our Screening Standards (attached as Appendix A). Table 5.1 in the Screening Standards indicates that vehicle storage areas outside of the County's industrial corridor are subject to full screening. We note from the aerial photograph supplied that the site appears to have some landscaping on the west, north and east sides. We request that should the M.D. of Willow Creek approve the application, the applicant be required to augment this to attain full, or near full screening on the north and east sides as a condition of approval.

We note that the application proposes security lighting. Foothills County has a Dark Sky Bylaw (attached as Appendix B). If this application were located in Foothills, it would be required to comply with the provisions of the bylaw. This would necessitate that all fixtures be downward directed and fully shielded to mitigate light trespass onto neighbouring properties. We request that should the M.D. of Willow Creek approve the application, the applicant be required to ensure that the lighting that is installed will not cause light trespass onto surrounding properties.

Thank you once again for providing us with the opportunity to review this application. We look forward to continuing to work collaboratively with the M.D. of Willow Creek for the benefit of all of our residents. Should you have any questions regarding our comments, or wish to discuss, please feel free to contact the undersigned.

Sincerely,

Julie McLean, Deputy Director of Planning Foothills County

encl: Appendix A – Foothills County Screening Standards

Appendix B – Foothills County Dark Sky Bylaw

cc: Division 1 Councillor Rob Siewert

From: <u>Julie McLean</u>
To: <u>Cindy Chisholm</u>

Subject: RE: Development Application No. 144-24 Laybourne, Miles (referral)

Date: October 28, 2024 12:52:16 PM

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Excellent, thanks again Cindy.

Julie.

Julie McLean MEDes RPP MCIP
Deputy Director of Planning



Foothills County

309 Macleod Trail High River, AB, T1V 1M7 Tel: 1.403.603.6239

Fax: 403.652.7880 or 403.652.6900

E: Julie.McLean@FoothillsCountyAB.ca

From: Cindy Chisholm <chisholm@mdwillowcreek.com>

Sent: Monday, October 28, 2024 12:26 PM

To: Julie McLean < Julie. McLean @ Foothills County AB.ca >

Subject: RE: Development Application No. 144-24 Laybourne, Miles (referral)

Hi Julie

The Notice of MPC Meeting was attached on the initial email. The MPC meeting is November 13th, 2024.

Following the decision from that meeting, a Notice of Decision is circulated to adjacent landowners, and any other stakeholders including Foothills County, all who were initially notified of the MPC meeting and application.

I will keep you posted if response to Foothills County comments is provided by the applicant as well.

Thank you
Cindy Chisholm
Director of Planning & Development

From: Julie McLean < Julie.McLean@FoothillsCountyAB.ca>

Sent: October 28, 2024 12:19 PM

To: Cindy Chisholm < chisholm@mdwillowcreek.com>

Subject: RE: Development Application No. 144-24 Laybourne, Miles (referral)

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Thanks Cindy.

Could you tell me when the MPC will look at this application. Also, will you be able to send us a notice of their decision please?

Thanks,

Julie.

Julie McLean MEDes RPP MCIP Deputy Director of Planning



Foothills County

309 Macleod Trail High River, AB, T1V 1M7 Tel: 1.403.603.6239

Fax: 403.652.7880 or 403.652.6900 E: <u>Julie.McLean@FoothillsCountyAB.ca</u>

From: Cindy Chisholm < chisholm@mdwillowcreek.com>

Sent: Monday, October 28, 2024 12:01 PM

To: Julie McLean < <u>Julie.McLean@FoothillsCountyAB.ca</u>>

Subject: RE: Development Application No. 144-24 Laybourne, Miles (referral)

Thank you Julie for responding and providing your comments.

The comments and dark sky & screening standards will be provided to the applicant for their viewing. The MD of Willow Creek does have a dark sky & screening requirements that will be applied as recommended conditions upon an approval to the MPC.

Also, all comments and documents will be presented to the MPC for viewing and consideration.

Thank you,

Director of Planning & Development

Cindy Chisholm

E30

MD of Willow Creek No. 26 Office: (403) 625-3351 ext. 235

Cell: (403) 625-6094

chisholm@mdwillowcreek.com

Service Request on MD website:

www.mdwillowcreek.com

Have some fun today and be the light ?? Stay healthy, stay safe, calm and continue to be your best.



From: Julie McLean < Julie.McLean@FoothillsCountyAB.ca>

Sent: October 28, 2024 11:52 AM

To: Cindy Chisholm < chisholm@mdwillowcreek.com Ce: Rob Siewert < Rob.Siewert@FoothillsCountyAB.ca

Subject: RE: Development Application No. 144-24 Laybourne, Miles (referral)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Cindy,

Please see the attached letter from Foothills County regarding Development Application No. 144-24 Laybourne, Miles.

If you have any questions or wish to discuss, please do not hesitate to contact me.

Kind regards,

Julie.

Julie McLean MEDes RPP MCIP Deputy Director of Planning



Foothills County

309 Macleod Trail High River, AB, T1V 1M7 Tel: 1.403.603.6239

Fax: 403.652.7880 or 403.652.6900

E: Julie.McLean@FoothillsCountyAB.ca

From: Cindy Chisholm < chisholm@mdwillowcreek.com>

Sent: Thursday, October 24, 2024 6:30 PM

To: FC_Planning@Foothillscountyab.ca>

Subject: Development Application No. 144-24 Laybourne, Miles (referral)

Good afternoon,

The MD of Willow Creek is in receipt of a Development Permit application No. 144-24 submitted by Miles Laybourne for proposed Recreational Vehicle Storage business

Please review the attached notification pkg, and if you have any comments, please email them to me by November 8, 2024.

If you have any questions, give me a call or email.

Thank you,

Director of Planning & Development

MD of Willow Creek No. 26 Office: (403) 625-3351 ext. 235

Cindy Chisholm

Cell: (403) 625-6094

chisholm@mdwillowcreek.com

Service Request on MD website: www.mdwillowcreek.com

Have some fun today and be the light Stay healthy, stay safe, calm and continue to be your best.











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1.0 INTRODUCTION

2020 Update:

In late 2019, in response to concerns brought forward by business owners in the Highway 2A Corridor, Foothills County Council directed administration to undertake a review and amendment of the Screening Standards. The instructions were to simplify the document, incorporate some flexibility, and reduce the requirements for landscape screening in the Highway 2A corridor.

The Screening Standards had been originally adopted in December 2010 in response to concerns regarding the negative visual impact of RV storage lots and other outdoor storage uses in the County. The document was intended to provide a comprehensive screening strategy for industrial and commercial development in order to preserve the natural beauty of the area. Dillon Consulting provided assistance with the development of the original screening strategy.

The Screening Standards identify the types of development in Foothills County that are considered to be potentially visually obtrusive and would benefit from screening. These "target activities and facilities" include the outdoor storage of vehicles, materials, or other goods, exterior work or assembly areas, waste and recycling areas, loading areas, mechanical and electrical equipment, as well as parking and sales lots.

Based on the categories of target activities and facilities, Dillon Consulting recommended a system consisting of three (3) different screening levels. In order of highest to lowest level of screening they are: full screening, which approximates 100% screening of the property from adjacent properties, partial screening, which achieves about 50% screening, and buffer screening, which should obscure approximately 25% of the development from adjacent roads or properties. A table is provided to assist in determining what level of screening is appropriate for different "target activities and facilities".

The level of screening, as well as the method of screening is to be proposed by applicants for development and will be evaluated by Council or the Approving Authority. In order to assist the developer in determining how to achieve the desired results, the Screening Standards provide examples of Full, Partial and Buffer screening and a variety of methods that can be used to achieve each of them.

2.0 SCREENING IN FOOTHILLS COUNTY

Screening is defined in Foothills County's Land Use Bylaw as:

A fence, earth berm, hedge or trees used to visually and/or physically separate areas or functions.

The Land Use Bylaw also indicates that:

The Development Authority may require that landscaping and/or screening is provided in conjunction with any development, and is addressed as part of the Development Permit application. The intent of landscaping and screening is to contribute to a reasonable standard of appearance for developments, to provide a positive overall image for the County and to encourage good environmental stewardship (Section 9.14.2).

Further,

Landscaping and screening requirements may be applied to commercial and industrial uses. Where landscaping and screening is required, it shall be completed in accordance with the County's "Screening Standards" (Section 9.14.3).

The Land Use Bylaw prescribes landscaping and screening for a number of specific uses including, cannabis production facilities, commercial storage facilities, recreational vehicle storage and dog facilities. There are also a number of land use districts where the completion of landscaping and screening in accordance with the Screening Standards is required including Business Park District, Community Commercial District, Highway Commercial District, Rural Business District, Hamlet Industry District, General Industry District, Industrial Edge District, Natural Resource Extraction District and a number of direct control districts.

These standards are intended to provide guidance to landowners or developers who are making changes to an existing commercial or industrial use, or are proposing a new commercial or industrial use or development, on how they can prevent their business from creating a negative visual impact on surrounding properties. The Screening Standards will help them anticipate if screening might be required at their site, how much screening would be appropriate, and options as to how the screening could be achieved. The Standards also outline requirements for an application.

This document is provided as a guideline to suggest what the screening requirements may be for commercial or industrial development in Foothills County. It should be noted that the requirements are different depending on whether the proposed development is inside or outside of the Highway 2A Corridor. This is because in the Corridor, the entire area is contemplated for industrial or commercial uses so the visual impacts of development are not the same as in other areas where there are likely to be adjacent residential uses. While these Standards provide a good understanding of what may be required; ultimately, Council or the Approving Authority will determine whether screening is required and the appropriate level of screening for any proposal.



3.0 TARGET ACTIVITIES AND FACILITIES

To help applicants determine if screening may be required for their development, a list of the types of activities and facilities for which screening is generally recommended has been compiled. The list is not comprehensive or exhaustive and ultimately Council or the Approving Authority will decide if a proposed development requires screening.

Screening Standards are applied based on the likelihood that the activity or facilities proposed will detract from the visual character of the area or have a negative impact on adjacent development. It should be noted that these standards are for commercial and industrial applications, they are not intended to be applied to Agricultural, General uses or to structures or equipment in support of the same on land that is zoned as Agricultural District.

Target Activities and Facilities:

- 1. Outdoor Storage Areas: Outdoor storage is defined in the land use bylaw as "the accessory storage of equipment, vehicles, goods, and materials in the open air where such storage of goods and materials does not involve the erection of permanent structures or the material alteration of the existing state of the land". This category would include storage areas for heavy equipment, lumber, pipe, tanks, manufactured goods or materials for manufacturing processes, it does not include RV storage.
- 2. **Vehicle Storage Areas:** This category would include cars, farm equipment, recreational vehicles, tractor trailers, boats etc. It does not include typical parking lots unless vehicles are stored there for an extended period.
- 3. Stockpile Areas: This includes large stockpiles of materials such as sand or aggregate used for industrial purposes, or areas for storing or stockpiling bulk landscaping materials, materials used for manufacturing processes, or those awaiting packaging, as well as finished product waiting to be shipped. *
- 4. **Exterior Work Areas:** This includes exterior areas for assembly, construction or repair and industrial processing.
- Garbage, Recycling, Composting or Waste Areas: This would include areas for waste disposal, settling ponds, recycling storage or processing and composting sites as well as portable washrooms. Auto Wreckers and similar activities would be covered here as well.
- 6. **Loading Areas:** This category includes loading docks and bays or other outdoor loading areas for commercial or industrial buildings.
- 7. **Mechanical and Electrical Equipment:** This would typically include large air conditioning units, ventilation units, transformers, small trash receptacles and other such equipment.
- 8. **Sales Lots:** This category would include areas used for the storage and display of vehicles or equipment that are available for sale or lease and recognizes the desire to utilize these areas for advertising.
- 9. **Parking Lots:** This category includes areas designed to accommodate the parking of more than 25 cars.

*Note: Gravel Pits are regulated by Alberta Environment and Parks and must comply with all requirements under the applicable provincial legislation as well as any conditions specific to an approval granted by AEP.



Examples of each type of Target Activities or Facilities:



Category 1: Outdoor Storage Areas

Figure 3.1



Category 1: Outdoor Storage Areas

Figure 3.2



Category 2: Vehicle Storage Areas

Figure 3.3



Category 2: Vehicle Storage Areas

Figure 3.4



Category 3: Stockpile Areas

Figure 3.5



Category 4: Exterior Work Areas

Figure 3.6



Category 5: Garbage, Recycling, Composting or Waste Areas

Figure 3.7



Category 5: Garbage, Recycling, Composting or Waste Areas

Figure 3.8



Category 6: Loading Areas

Figure 3.9



Category 7: Mechanical & Electrical Equipment

Figure 3.10



Category 8: Sales Lots

Figure 3.11



Category 9: Parking Lots

Figure 3.12



4.0 LEVELS OF SCREENING

Depending on the category of target activity or facility and its location there are three (3) different levels of screening that could be implemented. In order of highest to lowest level of screening they are: full screening, which approximates 100% screening of the property from adjacent roads or properties, partial screening, around 50% screening from adjacent roads or properties, and buffer screening, which should obscure approximately 25% of the development from adjacent roads or properties. A more detailed description of the three types of screening follows.

4.1 FULL SCREENING

Full screening is used to provide a complete visual barrier of a selected area, using fences, walls, berms, tightly spaced evergreen plant material or some combination of these methods. Full screening may also be provided by locating the activity behind a building or structure.

Full screening may be considered appropriate when the intent is to fully block the view from the adjacent roads or lands. Garbage storage areas and electrical or mechanical equipment locations are examples of areas that may benefit from full screening. There may be circumstances where full screening is used in conjunction with partial or buffer forms of screening on a site.



Closely spaced evergreen trees are one method of providing full screening

4.2 PARTIAL SCREENING

Partial screening is used when the intent is to visually block approximately 50% of the activity or facility from adjacent properties or roadways. A partial screen provides a sense of visual transparency between portions of the site and adjacent roads/lands. This moderate level of screening is appropriate for a variety of sites.

A combination of structures, walls/ fences, coniferous/deciduous plant material and earth berms may be used to create partial screening by blocking approximately 50% of the site from view. Fences may allow for 50% opacity, trees are planted farther apart and earth berms may only be half the height necessary to block the view. A hedge of deciduous shrubs, such as lilacs or Caragana provides significant coverage for 50% of the year. A combination of multiple screening elements may be used to create an interesting visual barrier from both inside and outside the site.

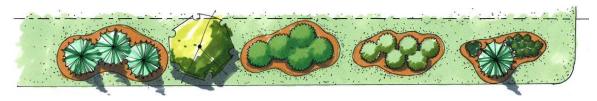


A mixed landscape is an appropriate method of providing partial screening

4.3 BUFFER SCREENING

Buffer screening is used to provide a low level of screening or 'landscape softening'. Vehicle sales lots and commercial parking areas are suggested examples of areas that may benefit from buffer screening.

Fences, low walls, earth berms and a mix of deciduous and coniferous trees and shrubs can be used as components of buffer screening.



A landscape buffer screen is one method of providing the 25% screening suggested for buffer screening



5.0 DETERMINING THE SUGGESTED LEVEL OF SCREENING

In Section 3 of this document, a number of types of activities and facilities for which screening may be required were described. Some of these would benefit from minimal screening, while for others, a more complete screening would be appropriate.

The precise level of screening that will be required of a landowner or developer will be at the discretion of Council or the Approving Authority and will be dependent upon such factors as the visibility of the site as well as adjacent land uses. A general guideline for what will be required is provided in the following table. To determine what level of screening is required:

First: look up the activity and location in Table 5.1.

Then: answer the qualifying questions to determine if the level should/may be adjusted.

TABLE 5.1 SCREENING LEVELS BY ACTIVITY OR FACILITY CATEGORY

Category		Location		
		Highway 2A General Area*	Highway 2A Enhanced Area*	Outside Highway 2A Corridor
1	Outdoor Storage Areas	Partial	Partial	Full
2	Vehicle Storage Areas	Partial	Partial	Full
3	Stockpile Areas	Buffer	Partial	Partial
4	Exterior Work Areas	None	Buffer	Partial
5	Garbage, Recycling, Composting or Waste Areas	Partial	Full	Full
6	Loading Areas	None	Buffer	Partial
7	Mechanical & Electrical Equipment	None	Full	Full
8	Sales Lots	None	None	Buffer
9	Parking Lots	None	Buffer	Partial

^{*} The Enhanced Area of the Highway 2A Corridor includes lands in the Highway 2A Industrial ASP area that are in the Industrial Edge, Gateway Interface or the Industrial / Commercial policy areas as Shown on the Map in **Appendix 3**. The General Area includes all remaining lands in the ASP area.

Note: Foothills County Council or the Approving Authority may require a higher or lower level of screening than is indicated in the chart.



QUALIFYING QUESTIONS FOR TABLE 5.1 Is the proposed development:

		T
1	In or adjacent to a hamlet?	If yes, may need to increase level of screening.
2	In an intermunicipal development plan (IDP) area?	If yes, may need to increase level of screening.
3	In an Area Structure Plan or Area Concept Plan area that addresses design guidelines or screening?	If yes, may need to increase or decrease level of screening accordingly.
4	Located on a major road or provincial highway?	If yes, may need to increase level of screening.
5	Located adjacent to residential development?	If yes, may need to increase level of screening.
6	Located adjacent to a natural area?	If yes, may need to increase level of screening.
7	Located near a major recreational facility?	If yes, may need to increase level of screening.
8	On a site that has rolling terrain?	If yes, may be able to decrease level of screening depending on location of visually obtrusive activity or facility.
9	On a site that is well treed?	If yes, may be able to decrease level of screening depending on location of visually obtrusive activity or facility.
10	On a large site that provides setback between target use and adjacent parcels?	If yes, may be able to decrease level of screening on the sides where there is a great distance from target activity to property lines
11	Adjacent to similar uses, or other uses that may be considered visually obtrusive?	If yes, may be able to decrease level of screening or eliminate screening at least on sides adjacent to similar or visually obtrusive use.
12	A sales lot?	Screening requirements may be reduced along the road side of the parcel for advertising purposes. However, may need to be increased along any boundaries adjacent to residential properties.
13	In a location where screening would be ineffective or could not achieve the desired effect (for instance in an area much lower than the surrounding lands or roads)?	Screening requirements may be reduced or eliminated but landscaping to improve the appearance of the site may still be required.



Following are some examples of how to utilize Table 5.1 and the qualifying questions:

Example 1:

There is a proposal for an RV storage facility in the Highway 2A Corridor General Area. This would fall under Category 2 - Vehicle storage areas. For Category 2 in the General Area of the Highway 2A Corridor Table 5.1 suggests partial screening.

However, the proposed facility is located on a flat site with no trees that is on a highway and adjacent to a residential development. Thus, Council or the Approving Authority may, at their discretion, require full screening.

Example 2:

There is a proposal for a restaurant within a Hamlet. The restaurant will require a large mechanical fan off the kitchen, a used grease collection bin and a garbage dumpster.

According to Table 5.1, the mechanical equipment and the garbage/waste area will likely require full screening. As the proposed site is within a hamlet and located adjacent to residential lots it is likely that Council or the Approving Authority will adhere to the recommended full screening.

Example 3:

There is a proposal for a car dealership on a parcel along Highway 2A north of Okotoks, the subject parcel is outside of the IDP area and presently abuts country residential parcels on two sides. This would fall under category 8 – Sales Lots.

According to Table 5.1, sales lots outside of the Highway 2A Industrial Corridor require partial screening. Looking at the qualifying questions #5 and #12 are relevant in this case. In consideration of question 5, since the use is adjacent to residential development, screening may need to be increased along the boundary adjacent to the residential development. In consideration of #12, screening could be reduced along the road side. The recommendation in this case would be to increase the screening level from partial to full screening on the boundaries of the development that abut residential lands and reduce the screening to buffer level or even none along the road side of the development.

6.0 SCREENING METHODS

There are four methods that are generally considered appropriate for screening, these are:

- 1. Fence or Wall,
- 2. Earth Berm,
- 3. Landscaping,
- 4. Combination.

Once the appropriate level of screening (full, partial or buffer) has been determined using the table and questions in Section 5, the next step is to determine which method will be used to achieve the desired level of screening. The following table describes how the three levels of screening may be achieved using each of the four screening methods.

TABLE 6.1 – SCREENING METHODS

Screening Method	Screening Level	Description	Pros	Cons
Fence or Wall	Full Screening	Solid constructed fence or wall of sufficient height and length to obscure the activity or facility that requires screening. Acceptable Materials Include: Concrete Block, Concrete Panels, Brick, Wood, Aluminum, PVC, Stucco Note: Chain-link fencing with vinyl inserts is not considered appropriate outside of the General Area of the Highway 2A Corridor.	Attractive and generally low maintenance requirements.	Relatively large initial expense. May be difficult to build on rolling or densely vegetated land.
Fence or Wall	Partial Screening	Solid constructed fence or wall of sufficient height and length to obscure approximately 50% of the activity or facility that requires screening. Acceptable Materials: See above	See above	See above
Fence or Wall	Buffer Screening	Sections of fence or wall, may be only partially solid – may have sections of wrought iron or lattice or openings which provide for views through. It must obscure approximately 25% of the activity or facility that requires screening. Acceptable Materials: See above and add Lattice, Wrought Iron and Glass Block.	See above	See above

Earth Berm	Full Screening	A mound or bank of earth of sufficient length and height to obscure all of the activity or facility that requires screening.	Relatively inexpensive. Very low maintenance requirements. May mitigate noise as well.	Not attractive unless combined with landscaping and/or hardscaping. May need to remove existing vegetation to accommodate.
Earth Berm	Partial Screening	A mound or bank of earth of sufficient length and height to obscure approximately 50% of the activity or facility that requires screening.	See above	See above
Earth Berm	Buffer Screening	A mound or bank of earth of sufficient length and height to obscure approximately 25% of the activity or facility that requires screening.	See above	See above
Landscap- ing	Full Screening	Densely planted rows or groupings of evergreen trees of sufficient height and length to completely obscure the activity or facility that requires screening.	Attractive, and works on flat or rolling terrain and can work with existing vegetation.	Relatively large initial expense. Maintenance and water requirements.
Landscap- ing	Partial Screening	Rows or groupings of trees and shrubs, both evergreen and deciduous of sufficient density to obscure approximately 50% of the activity or facility that requires screening.	See above	See above
Landscap- ing	Buffer Screening	Rows or groupings of trees and shrubs, both evergreen and deciduous of sufficient density to obscure approximately 25% of the activity or facility that requires screening.	See above	See above
Combination	Full Screening	Utilizing a combination of two or more of the following of sufficient density to entirely obscure the activity or facility that requires screening: fencing or walls, berms, and rows or groupings of trees and shrubs (evergreen and/or deciduous).	Potentially the most attractive option.	May be expensive. Water and maintenance requirements may be significant particularly if plants on top of berms.
Combina- tion	Partial Screening	Utilizing a combination of two or more of the following of sufficient density to obscure approximately 50% of the activity or facility that requires screening: fencing	See above	See above

		or walls, berms, and rows or groupings of trees and shrubs (evergreen and/or deciduous).		
Combination	Buffer Screening	Utilizing a combination of two or more of the following of sufficient density to obscure approximately 25% of the activity or facility that requires screening: fencing or walls, berms, and rows or groupings of trees and shrubs (evergreen and/or deciduous).	See above	See above

6.1 SCREENING METHODS - SPECIFICATIONS

FENCES AND WALLS:

- 1. Screening fences or walls must comply with Foothills County's Land Use Bylaw.
- 2. Fences and walls must meet development setbacks to property lines, municipal roads and highways as outlined in Section 9.14 of the Land Use Bylaw unless relaxed through the development permit process.
- 3. Maximum fence height is 3.05m (10 ft.) unless otherwise accepted by the Approving Authority.
- 4. Solid metal fences must have capping along unfinished edges on top and bottom.
- 5. Fences and walls shall be constructed with components of sufficient size, and strength to prevent sagging or leaning.
- 6. Screening fences or walls shall be consistent in quality, design and character with buildings on the same site.
- 7. Fences or walls should incorporate pillars or articulation for visual interest.
- 8. Security toppers, if installed, shall be angled wire or as accepted by the Approving Authority.
- 9. No razor wire is permitted on screening walls or fences.
- 10. Chain link fences with vinyl slats will generally not be supported as screening fences.
- Where significant lengths of uninterrupted fencing or walls are required, pockets of landscaping are encouraged.

EARTH BERMS:

- 12. An earth berm shall not impact drainage on the parcel it is located on, unless supported by appropriate studies to the satisfaction of the County's Public Works department and the Approving Authority.
- 13. An earth berm shall not negatively impact drainage on an adjacent parcel.
- 14. Earth berms shall be constructed with a maximum 3:1 slope on sides and ends (3 horizontal units for each vertical unit).
- 15. Earth berms shall be designed and constructed to the satisfaction of the Approving Authority.



- 16. Earth berms shall be covered with turf, ground cover or rip-rap to reduce erosion.
- 17. Earth berms shall be seeded with a seed mix approved by Foothills County's Agricultural Fieldman or their designate. Hydro-seeding or drill seeding is strongly encouraged.
- 18. If landscaping is incorporated into an earth berm, locating it on the top of the berm is discouraged unless irrigation with harvested stormwater or reclaimed water is available.

LANDSCAPING:

- 19. Potable water shall not be used to irrigate landscaping used for screening.
- 20. Landscape screening shall be comprised of drought tolerant plant material.
- 21. Trees and shrubs shall be chosen and planted so that at maturity they do not interfere with overhead or underground utility service lines or traffic site lines.
- 22. Planting beds for landscape screening shall incorporate appropriate ground cover to the satisfaction of the Approving Authority, to reduce weed growth.
- 23. Ground cover materials shall be appropriately contained to prevent migration and shall be topped-up or replaced as necessary to maintain function and appearance.
- 24. Minimum size for coniferous trees is 1 meter height, 600mm root ball diameter
- 25. Minimum #5 pot for all shrubs;
- 26. Minimum 40mm caliper for deciduous trees, 600mm root ball diameter
- 27. All planting beds should be mulched to a depth of 75mm.
- 28. Minimum 125mm depth of topsoil for sod, minimum 150mm depth of topsoil for seed;
- 29. Shrubs to be in 600mm depth topsoil bed;
- 30. Landscaping shall be regularly maintained by the property owner and dead materials shall be replaced annually.

6.2 SCREENING METHODS - EXAMPLES





Fence or Wall Screen - Full Screening



Fence or Wall Screen - Partial Screening

Note: Decreasing height and/or length or creating gaps in fencing can change a wall or fence from full to partial screen or partial to buffer screen.





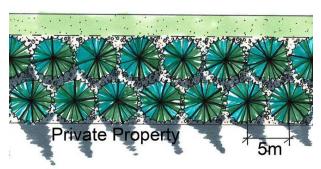


Fence or Wall Screen - Buffer Screening



Earth Berm Screen - Full or Partial Screening

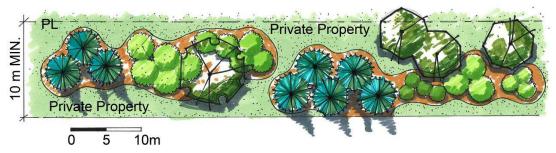
Note: Decreasing height and/or length can change a berm from full to partial or buffer screen.





Landscaping Screen - Full Screen

Note: Full screening using landscaping alone is very difficult in most areas of Foothills County. Full screening using a combination of landscaping with fencing or earth berms is suggested as more attainable.



Landscaping Screen - Partial Screen





0 5 10 m Landscaping Screen – Buffer Screen

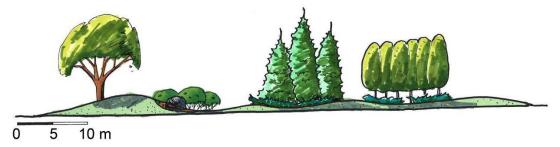


Combination Screen - Full Screening (Fence with Landscaping)



Combination Screen - Buffer Screen (Berm with Landscaping)

Note: Placing landscaping on top of berms is not recommended unless provisions can be made for irrigation with non-potable or reclaimed water.



Combination Screen – Full, Partial or Buffer Screening (Earth Berms and Mixed Planted Landscaping)

7.0 DEVELOPING & SUBMITTING THE SCREENING PLAN

A complete application for a proposed development that is likely to require screening should include the Proposed Screening Plan. This scaled drawing of the site will show proposed access, any rights of way or easements existing on the site, any required setbacks and all existing and proposed development. It will clearly indicate which areas are likely to require screening, the type of screening proposed (full, partial or buffer screening), and the methods that will be used to achieve the screening. It may be desirable to have a Professional Landscape Architect prepare the Proposed Screening Plan particularly if the proposed development is likely to require extensive screening.

Section 6.0 of this document provides an overview of different methods of screening and how they can be used to achieve the desired level of screening. Following are some suggested steps for developing and submitting a Proposed Screening Plan.

STEP 1:

Prepare a detailed site plan to scale, or approximately to scale, that includes:

- Legal description and boundaries of project parcel including dimensions;
- All required setbacks from property lines;
- Any easements or rights of way existing on the site (e.g. access easements, power lines or utility rights of way);
- Existing and proposed access to the site with adjacent roads labelled;
- Existing and proposed internal roadways, driveways, parking areas and loading areas;
- The locations of all existing and proposed buildings and other improvements such as retaining walls, fences, gates, signs, pathways etc. (labelled as existing or proposed);
- The location of any significant natural site features, for example areas with significant slope, water courses or wet areas, areas with existing trees or shrubs etc.;
- The location of any existing or proposed product display, storage, refuse, recycling and/or exterior work areas:
- The locations of existing and proposed landscaped areas;
- Site contours or grading as required;
- Any other information as required by Council or the Approving Authority:

STEP 2:

Determine the suggested level of screening by referring to Table 5.1 and answering the accompanying qualifying questions. This should result in an idea of the likely screening requirements.



STEP 3:

Referring to Table 6.1 – Screening Methods and the Screening Methods examples and specifications in Section 6.0 of this document, determine the most appropriate method(s) for achieving the level of screening that is likely to be required.

STEP 4:

Add the proposed screening to the detailed site plan to create a Proposed Screening Plan. Some examples of screening plans are included in **Appendix 1** for reference. The Plan should include a schedule that identifies how the screening will be constructed including construction details for walls, fences or berms and a plant list identifying species, quantities and sizes of trees and shrubs to be used, if any. A Maintenance Plan for the screening should also be provided.

STEP 5:

Submit the Proposed Screening Plan in both 11x17 hard copy and digital pdf (or equivalent) as part of a development permit application for the proposed development. Further to the approval of the Proposed Screening Plan, applicants will generally be required to execute a Development Agreement regarding the construction of the screening in advance of commencing construction. This agreement may include provisions related to the execution of other agreements(s), proof of required insurance, payment of review fees, terms for maintenance and submission of a surety. Provisions regarding screening may also be incorporated into an overall Development Agreement for the whole development for which a development permit is being sought.

Note on Plant Species:

A list of plant material that is considered suitable for Foothills County is provided, in **Appendix 2**. This list includes the hardiness (by zone) to assist with plant selection for specific sites. More exposed areas will tend to require hardier plants more suited to colder zones than sheltered locations. The use of native plant material is usually preferred, however, the number of native species is quite limited and many foreign species have been successfully used in Alberta for decades.

The mature size of the plant material is given, but these are average sizes only. Some plants will grow to surpass these sizes, while some will not achieve the average sizes. The more favourable the growing conditions, the more likely the plants will achieve or surpass average sizes.

Species not included on the plant list may be used at the discretion of the Approving Authority.



8.0 MAINTENANCE REQUIREMENTS

Once the screening has been installed according to specifications, there will be a maintenance requirement to ensure that it does not become unsightly due to dead or dying vegetation, an abundance of weeds, or fences or walls that are in need of maintenance or repair. The ongoing maintenance and upkeep of all landscaping and screening is expected to continue for the life of the project and is the responsibility of the property owner.

The maintenance plan for the screening, including procedures and schedules for maintenance should be included in the Proposed Screening Plan that is submitted as part of the development permit application. Maintenance requirements may also be included as part of a development agreement. As a guideline, or in absence of a development agreement, the following are the general maintenance requirements for screening installations.

LANDSCAPING:

- All plant material is to be kept in a healthy, vigorous growing condition;
- Un-mulched beds and tree pits must be freshly cultivated and free of weeds, rubbish, and debris:
- Mulched beds should be free of weeds, rubbish and debris, the mulch should be contained
 with a barrier so it does not migrate and should be replenished as required to maintain
 function and appearance;
- Remove all dead branches. Prune broken portions of branches back to live material;
- Replace dead trees and shrubs annually.

FENCING AND HARDSCAPING:

- Fences, walls or other structures used in screening must be kept in good repair; any damage from weather, wildlife, livestock, traffic accidents or vandalism must be repaired in a timely manner.
- Fences or walls should be repainted or refinished at such time as they begin to appear unsightly from age or degradation.



9.0 CONCLUSION

The purpose of the Screening Standards is to provide guidance to landowners or developers who are operating or proposing to operate a commercial or industrial enterprise anywhere in Foothills County. The suggested level of screening for a particular use will vary depending on its location, the type of surrounding development and the individual site conditions. The goal is to prevent businesses from creating a negative visual impact on surrounding properties or along major roads or highways. It should be noted that the screening requirements in the Highway 2A Corridor are generally less than elsewhere for similar types of development. This is due to the nature of that area as an established industrial area.

These guidelines were developed to help protect the visual quality of the lands in the County and are not intended to impose undue hardship on business owners. The guideline package may assist applicants for commercial or industrial projects in anticipating if screening might be required for their project, and provide guidance to allow them to successfully navigate the design and approvals process.

Foothills County Council or the appointed Approving Authority will generally consider a Proposed Screening Plan submitted by a developer as part of the overall development permit application. They will determine, at their discretion, if and how much screening is required based on the particulars of the specific development. The goal is to work with applicants to ensure that future developments maintain or enhance the visual quality of Foothills County and to preserve our rural character for future generations.

APPENDIX 1 - SAMPLE SCREENING PLANS

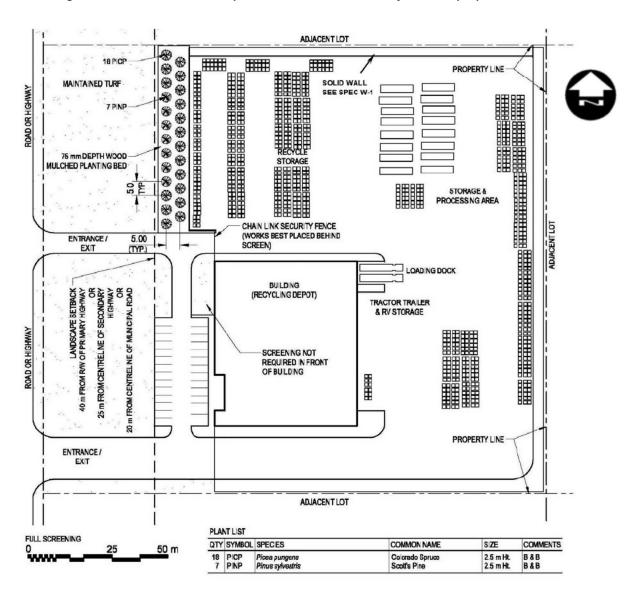
SAMPLE SCREENING PLAN - FULL SCREENING

This example shows a hypothetical recycling facility that is proposed for lands in the General Area in the Hwy 2A Corridor. The exterior storage area and processing & storage area of this facility fall under Category 5 - Garbage, recycling, composting or waste areas which according to Table 5.1 require Partial Screening in the General Areas of the Hwy 2A Corridor.

This facility is proposed adjacent to Hwy 2A which is a Provincial Highway so the level of screening required along that side has been increased to full screening. A double row of evergreen trees is proposed to accomplish this.

The adjacent use to the north is in the Enhanced Area of the corridor and is designated as Business Park so full screening is required on that side, a solid wall with brick pillars is proposed to meet this requirement.

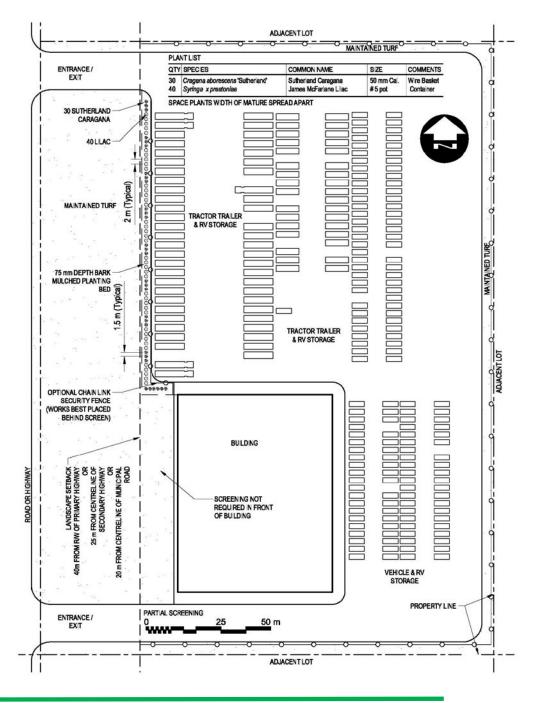
The adjacent uses to the east and south are considered compatible uses and it was determined that screening on those sides was not required so a chain link security fence is proposed there.



SAMPLE SCREENING PLAN - PARTIAL SCREENING

This hypothetical proposal is for a Tractor Trailer and RV storage facility in the General Area of the Hwy 2A Corridor. This use falls under Category 2 - Vehicle parking and storage areas, which according to Table 5.1 require Partial Screening in the General Areas of the Hwy 2A Corridor. This facility is proposed on an internal road and is not visible from the highway so the level along the road does not need to be increased. It is proposed that the partial screening required along the road side of the facility will be achieved by planting a hedge of Caragana and Lilac.

All the adjacent lots are designated as General Industry and the uses are considered compatible industrial uses and so the level of screening along those sides was reduced and screening was deemed not required.

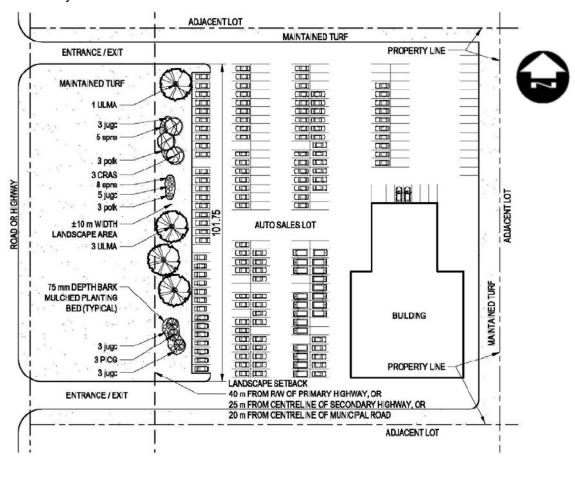


SAMPLE SCREENING PLAN - BUFFER SCREENING

This hypothetical proposal is for a car dealership outside of the Highway 2A Corridor falls under Category 8 - Parking and sales lots. According to Table 5.1 for this use outside of the 2A Corridor, partial screening is suggested.

In this case, the proposal is located in an Area Concept Plan (ACP) area. This ACP contemplates locating a number of similar uses in the same area and provides design guidelines that call for buffer screening along the road side and no screening of property lines adjacent to parcels with compatible land use.

The buffer screening is proposed using a mixture of trees and shrubs that provide select views into the sales lot from the adjacent road.





QTY	SYMBOL	SPECIES	COMMON NAME	SIZE	COMMENTS
3	CRAS	Cretaegus succulenta	Fleshy Hawthorne	50 mm Cal.	Wire Basket
3	PICG	Picsa gluaca	White Spruce	2.5 m Ht.	B&B
4	ULMA	Ulmus americana	American Elm	50 mm Cal.	Wire Basket
SH	RUBS			120000000000000000000000000000000000000	V () () () ()
12	jugc	Juniperus horizontalis 'Gold Coast'	Gold Coast Juniper	#2 pot	Container
6	polk	Potentilla fruticosa 'Katherine Dykes'	Katherine Dykes Potentilla	#2 pot	Container
13	spns	Spirea ripponica 'Snowmound'	Snowmound Spirea	#2 pot	Container

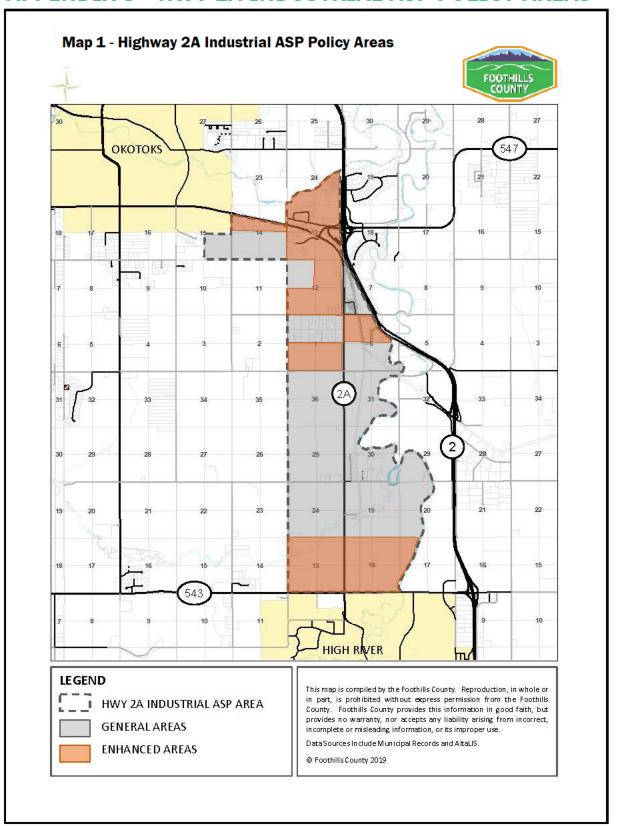
100 m X (3 SMALL SHRUBS + 1 TREE / 10 m) = 30 SHRUBS + 10 TREES 33% OF PLANTS ARE CONFEROUS (EVERGREEN)



APPENDIX 2 - PLANT LIST

Scientific Name	Common Name	Spread (m)	Zone	Height (m)
Deciduous Trees				
Crataegus x species	Hawthorn	4	3	5
Fraxinus x species	Ash	3	2-3	10
Malus x species	Crabapple trees, varies and	3	2	5
Populus x species	Poplar and Aspen species, various cultivars.	12	2-3	12
Salix pentandra	Laurel-Leaf Willow	12	2-3	12
Sorbus x species	Mountain Ash, various cultivars	5	2	8
Evergreen Trees				
Picea pungens	Colorado blue Spruce, various cultivars	5	2	20
Evergreen Shrubs				
Juniperus x species	Juniper shrubs, various cultivars	2	2	0.3
Pinus x species	Pine shrubs, various cultivars	5	4	10
Deciduous Shrubs				
Amelanchier x species	Saskatoon	4	2	5
Aronia melanocarpa	Chokeberry	1	3	1.5
Berberis x species	Barberry, various cultivars	1.3	3	1.3
Eleagnus commutata	Wolf Willow	2	2	2
Hippophae rhamnoides	Sea Buckthorn (male and female)	4	2	4
Physocarpus x species	Ninebark	1	2	1.3
Potentilla fruticose x variety	Potentilla	1	2	1
Rosa rubrifolia	Redleaf Rose	1.2	3	1.2
Rosa woodsii	Woods Rose	1	2	1
Sambucus x species	Elder, various cultivars	3	2	3
Sorbaria sorbifolia	False Spirea	2	2	2
Sorbus decora	Showy Mountain Ash (shrub)	4	3	5
Spiraea x species	Spirea, various cultivars	1	2-3	1
Symphoricarpos albus	Snowberry	1	2	1.2
Symphoricarpos occidentalis	Buckbrush	1	1	1.2
Syringa vulgaris	Common Lilac	2	2	2.5
Viburnum x species	Cranberry, various cultivars	3	3	3

APPENDIX 3 - HWY 2A INDUSTRIAL ASP POLICY AREAS



APPENDIX 4 - WARNING: UTILITY & PIPELINE LOCATIONS

As with any activity that requires excavation, it is of paramount importance that you contact **Alberta One Call** at least 3 working days prior to commencing work on any screening installation to request that the buried utilities on your property be located and marked. It's easy and there is no charge. Requests can be submitted by phone or on their website.

You will need to have the following information ready:

- your dig area information (address or legal land description, whether you will be digging on public or private property, which portion of the site you will be digging on etc.)
- the type of work you are doing and
- the date you require locates to be completed by

Please note: It is the excavator's responsibility to make sure there is no damage to the located utilities during excavation, and placing a request with the One Call Centre does not remove that responsibility.

CALL BEFORE YOU DIG!

Telephone: 1-800-242-3447

Website: http://www.albertaonecall.com/submit-a-locate-request/

APPENDIX E



Keeping the Night Skies Dark - 2011

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- 1. Technical Standards
- 2. Examples of Permitted and Prohibited Luminaires
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1.0 ENACTMENT

A bylaw to regulate light pollution.

The Council of the Municipal District¹ of Foothills No. 31 (herein referred to as: The MD) has passed, for three readings, Bylaw 27/2009, on April 16th, 2009, entitled the DARK SKY BYLAW. On June 15th, 2011, The MD passed for three readings an amendment to Bylaw 27/2009. The purpose and intent of Bylaw 27/2009 and subsequent amendments is to regulate the type of light source and fixture that is to be installed by any person² in the MD, thereby mitigating further light pollution, and reducing existing light pollution, that is shown (in certain instances) to adversely affect astronomical observation, plant and animal cycles, and the safety and health of those persons within the MD.

2.0 PREAMBLE

The DARK SKY BYLAW will be exclusive of the Municipal Development Plan (bylaw 139/98 and 30/04) and the Land Use Bylaw (1/99) of the MD and any amendments and rewritings of the abovementioned documents.

The DARK SKY BYLAW will bring into immediate effect the prohibition of inefficient³ incandescent light bulbs for outdoor use, in accordance with the Government of Canada's decision to phase out the sale and use of ALL inefficient light bulbs by the year 2012 (Government of Canada 2008).

Municipal District: the Municipal District of Foothills No. 31, a Municipal District duly established pursuant to the laws of the Province of Alberta, or the area within the legal boundaries of the Municipal District of Foothills No. 31.

Person(s): includes a corporation, other legal entities and an individual having charge or control of a premises.

Efficiency: relative to lighting, efficiency is calculated by how many lumens (a unit of light measurement) a light source can produce per watt of power input. The higher the lumens per watt, the more efficient the light source is.

3.0 DEFINITIONS

The definitions pertinent to this bylaw are embedded within the document to ensure ease of understanding for the reader. The embedded definitions are in footnotes at the end of each page, with a consolidation of definitions available in the appendix.

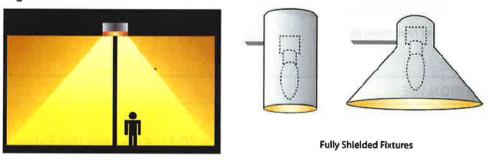
4.0 GENERAL REQUIREMENTS

All development approved after the passing of this bylaw is subject to the rules and regulations setout herein.

4.1 Shielding

FULL CUT-OFF⁴ fixtures⁵ shall be installed for all exterior lighting and all fixtures shall be oriented as to direct ALL light below the horizon⁶. See Figure 1.

Figure 1



4.2 Lamp⁷ Types

Permitted lamps within the MD are restricted to specific types of High Intensity Discharge (HID) light sources. Please see the *Technical Standards* section of the appendix (page 14).

⁴ Full cut-off fixture: A light fixture that does not allow any light dispersion above the horizontal plane, and whose lamp (bulb) is recessed fully within the housing of the fixture itself.

⁵ Fixture: the assembly that houses the lamp(s) and can include all or some of the following parts; housings, mounting brackets, and pole sockets.

⁶ Horizon: the apparent intersection where the earth meets the sky, also referred to as the *apparent* horizon.

Lamp: the component of a luminaire (complete lighting system including lamp and fixture) that produces light, commonly referred to as a light bulb.

4.3 Voluntary Light Curfews

ALL residential, commercial, industrial, recreational, and institutional users of exterior night time illumination are encouraged to extinguish luminaires when not required.

5.0 STREET LIGHTING

In addition to the MD street lighting policy, adopted April 19, 2001 (ADC-STN-1), ALL streetlights installed after the adoption of this bylaw shall be of the cut-off⁸ flat lens fixture variety (see Figure 2). Furthermore, ALL streetlights shall be subject to the standards set out in the *Technical Standards* section of the appendix (page 14).

Figure 2



Flat lens cobra head fixture (permitted)



Drop lens cobra head fixture (prohibited)

6.0 SIGNAGE

ALL signage in the MD is regulated by Section 10.11 of the Land Use Bylaw. Further to the regulations set out in Section 10.11 of the Land Use Bylaw, ALL new signage in the MD requiring night-time illumination shall be illuminated only from the top of the sign, and only with full cut-off fixtures, oriented such that ALL light will be directed downward and below the horizon (see Figure 3).

ALL signage in the MD installed prior to the passing of this bylaw that is used for advertising/entertainment purposes that does NOT comply with the above regulation shall be required to extinguish artificial illumination by⁹:

11 pm between April 1st and September 30th

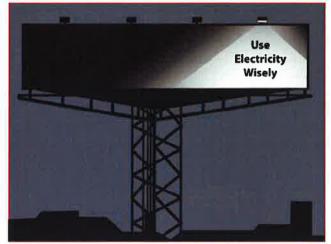
⁸ Cut-off fixture: a fixture allowing no more than 2.5% of direct light emitted above the horizontal plane.

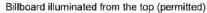
⁹ Curfews are generally aligned with the Vernal (March 20-21) and Autumnal (September 22-23) Equinoxes.

9 pm between October 1st and March 31st

UNLESS approved business hours¹⁰ surpass the prescribed curfew times.

Figure 3







From the bottom (prohibited)

7.0 ENHANCED PRESERVATION AREAS

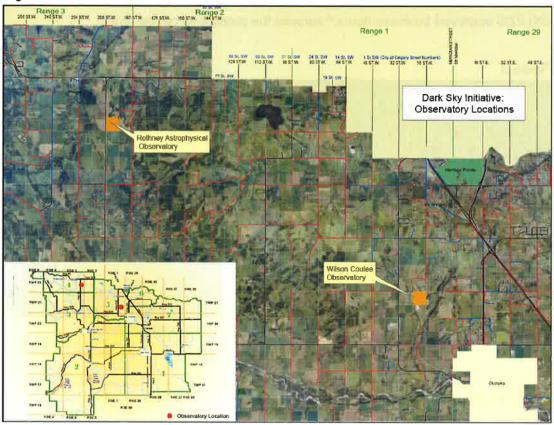
The following regulations will apply within the identified *Enhanced Preservation Areas* shown around the observatories in Figure 5.

7.1 Observatories

The University of Calgary's Rothney Astrophysical Observatory (RAO) and the Royal Astronomical Society of Canada's Wilson Coulee Observatory (WCO) are situated within the boundaries of the MD. See Figure 4.

¹⁰ Business hours: those operating hours as outlined in the business's Development Permit.

Figure 4



Geographic location of the RAO and WCO

7.2 Curfews

ALL existing sources of exterior illumination, including but not limited to residential, commercial, industrial, recreational, institutional, and signage for the purposes of advertising/entertainment that do NOT comply with pertinent sections of this bylaw shall be turned off by¹¹:

- i. 11 pm from April 1st to September 30th
- ii. 9 pm from October 1st to March 30th

When enforcing Section 7.2 of this bylaw, the municipality may take into account any practical considerations, including business hours of operation seasonal nighttime differences, and so on.

¹¹ Curfews are generally aligned with the Vernal (March 20-21) and Autumnal (September 22-23) Equinoxes.

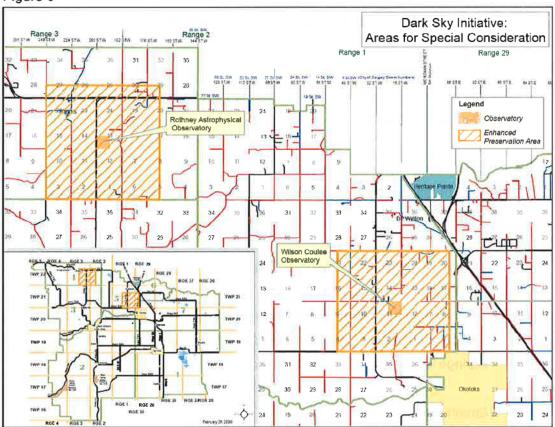
7.3 Signage

No new illumination for the purpose of advertising/entertainment shall be permitted within the specified radius of the observatories. See Figure 5.

7.4 Miscellaneous

ALL persons residing within the specified radius are encouraged to use the least powerful lamps possible for their outdoor lighting needs and take the steps necessary to make existing lighting compliant with this bylaw.

Figure 5



Enhanced Preservation Area surrounding both the RAO and WCO

8.0 PROHIBITIONS

8.1 Shielding

ALL luminaires that are not fully shielded and are not exempt as per Section 9 of this bylaw, are prohibited for use in the MD.

8.2 Lamps

To align with the Government of Canada's phasing out of all inefficient lamps by 2012, inefficient incandescent lamps are strictly prohibited for exterior use in the MD, effective immediately. Furthermore, the use of mercury vapor lamps is also prohibited for exterior applications in the MD.

8.3 Laser light sources

The use of laser light sources for outdoor advertising and/or entertainment purposes is prohibited.

8.4 Searchlights¹²

The operation of searchlights for advertising and/or entertainment purposes is prohibited.

8.5 Outdoor advertising/entertainment signs

Illumination of existing non-compliant outdoor signage after approved business hours is prohibited unless the luminaire is retrofitted to be fully shielded and oriented as to direct ALL light below the horizon. ALL new signage illumination MUST be compliant with this bylaw.

8.6 Streetlights

The use of drop lens cobra head light fixtures for street lighting purposes is prohibited. Only flat lens streetlight fixtures are permitted.

Searchlight: A luminaire containing a light source and a reflector for throwing a high-intensity beam of generally parallel beams of light.

8.7 Light Trespass¹³

Effective immediately, no luminaire shall be oriented such that the light it emits trespasses beyond the property line on which the luminaire is situated, see Figure 6.

Figure 6



8.8 Glare¹⁴

No luminaire that produces glare due to its bulb type, power, and/or orientation, shall be permitted.

9.0 EXEMPTIONS

9.1 Temporary Exemptions

Temporary activities may be exempt from the regulations set out in this bylaw on a provisional basis. Those persons granted exemptions are required to extinguish lighting immediately after the use has ended, and furthermore, are encouraged to ensure that, if possible, the lighting fixtures used for temporary purposes are fully shielded, whether it is achieved through retro-fitting, or the acquisition of fully shielded light fixtures at the time the lighting is purchased. Any persons granted temporary exemptions that in the future become permanent shall be required to adhere to this bylaw. Please see Section 3 of the appendix for further information on temporary exemptions, including a copy of the Temporary Exemption Application.

¹³ **Light Trespass:** the shining of light produced by a luminaire beyond the boundaries of the property on which it is located.

¹⁴ Glare: light emitting from a luminaire with intensity great enough to reduce visibility and in extreme cases momentarily blind observers.

9.2 Permanent Exemptions

- i. Intermittent¹⁵ activities including but not limited to the following areas are exempt from the regulations of this bylaw on a permanent basis and do not require the benefit of an approved Temporary Exemption Application.
 - 1. Agriculture
 - 2. Resource extraction
 - 3. Construction
 - Filming
 - Holiday lighting
- Street lighting is partially exempt from Section 4.1 of this bylaw, requiring only cut-off fixtures and not full cut-off fixtures.
- Street lighting is exempt from Section 7.2 of this bylaw on a permanent basis due to implications of safety on roadways.
- iv. Street lighting is partially exempt from Section 8.7 of this bylaw on a permanent basis due to the need for wide dispersion of street lighting for safety and efficiency purposes. Some trespass is permitted.
- v. Outdoor advertizing/entertainment signs within 500 metres of the right-of-way of Highway 2 (see Figure 7) may be internally illuminated by the use of neon lamps. Such signage must have opaque backgrounds only and any such lamps shall be fully enclosed in cabinets. Illumination of signage within this area must be extinguished outside of approved business hours. All aspects of this form of exempted signage are to the discretion of the Approving Authority.
- vi. Any activity or use that is regulated by a body superseding the authority and jurisdiction of the MD is exempt from this bylaw.

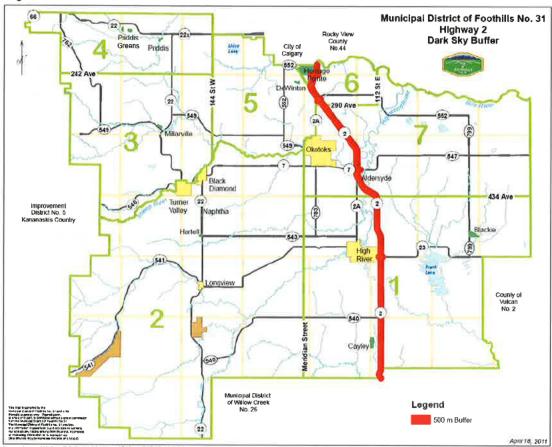
¹⁵ Intermittent: activities lasting 20 consecutive working days (approximately one month) or less, upon which exterior lighting is required at approximately the same time each night.

9.3 Grandfathering of Non-conforming Luminaires

- i. ALL luminaires and luminous signs lawfully in place prior to the date of the adoption of this bylaw shall be grandfathered. In the case that grandfathered luminaires are to be moved, repaired, or replaced for any reason, the luminaire shall then be required to meet the provisions set out in this bylaw.
- ii. Should grandfathered luminaires¹⁶ currently in place cause glare and/or light trespass, the owner is to rectify the situation at their earliest convenience. Should the owner choose not to do so, a remedial order may be issued.
- iii. The MD is committed to developing a program that will assist homeowners with retrofitting their existing non-compliant luminaires.

¹⁶Grandfathered Luminaires: luminaires not conforming to this bylaw in operation prior to the date of the passing of this bylaw.

Figure 7



Lands within 500 metres of the Highway 2 right-of-way.

10.0 REMEDIAL ORDERS, ENFORCEMENT, APPEALS

10.1 Remedial Orders and Bylaw Enforcement

- Should any part of the Dark Sky Bylaw not be adhered to, the responsible person(s) will be provided with a notification of the infraction, accompanied by a time limit in which it must be corrected.
- ii. Should the responsible person(s) choose not to correct the infraction in the time provided and in a manner deemed appropriate by the MD, a remedial order may be issued.

10.2 Appeals

The Community Standards Appeal Board shall be the board responsible for hearing appeals of remedial orders issued to person(s) that have not adhered to the regulations of the Dark Sky Bylaw.

11.0 SEVERABILITY

Should any part, section, subsection, or portion of this bylaw be repealed or declared by a court of competent jurisdiction to be illegal, the same shall not affect the validity of the bylaw as a whole or in part thereof, except for that which was declared to be invalid.

APPENDIX

- 1. Technical Standards
- 2. Examples of Permitted and Prohibited Luminaires
- 3. Consolidated List of Definitions
- 4. Temporary Exemption Application

Preamble

Technical Standards are subject to change as lighting technology advances and therefore the following technical standards outlined below may be amended from time to time.

Section 4, sub-section 4.2: Lamp Types

Permitted lamps within the MD are restricted to specific types of High Intensity Discharge (HID), and other light sources, including but not limited to:

- 1. High Pressure Sodium (HPS) HID
- 2. Low Pressure Sodium (LPS) HID
- 3. Light Emitting Diode (LED)

1

- 4. Quartz Halogen
- 5. Fluorescent (including but not limited to compact fluorescent)
- 6. Metal Halide HID
- 7. Neon (ONLY in the area identified in Figure 7 of the Bylaw)

Section 5: Street Lighting

ALL streetlights shall use LPS, HPS, LED, or metal halide lamps in streetlight design. The following lamp wattages are permitted for the corresponding application, in accordance with the Illuminating Engineering Society of North America (IESNA)¹⁷ recommendations.

- 1. 70 w for residential
- 2. 100 w for intersections
- 3. 100 200 w for major thoroughfares
- 200 w for pole spacing ratio of greater than 5:1
- Pole spacing ratio not to exceed IESNA luminance and uniformity standards
- 6. Pole spacing ratio assumes values 3:1 to 10:1 based on usage

¹⁷ IESNA: is the international body that acts as the standards committee for responsible outdoor lighting, the Illuminating Engineering Society of North America.

Examples of Permitted and Prohibited Luminaires



2

Permitted wallpack Luminaire



Prohibited wallpack luminaire



Permitted pole-mounted luminaire



Prohibited pole-mounted luminaire



Prohibited decorative luminaire (Unshielded, exposed lamp)



Prohibited decorative luminaire (Unshielded, exposed lamp)

Better Lights for Better Nights

Help eliminate light pollution. Select the best fixture for your application using this guide. Use the lowest wattage bulb appropriate for the task and turn off the light when it's not being used.



presented by the

Dark Sky Society

www.darkskysociety.org

Illustrations by Bob Crelin, used with permission. You may freely copy and distribute this document.

Consolidated Definitions

Business hours: those operating hours as outlined in the business's Development Permit.

3

Color Rendition: the visible wavelengths at which the lamp operates, sometimes making light appear as though it has a color to it, such as yellow or blue.

Cut-off fixture: a fixture allowing no more than 2.5% of all light emitted above the horizontal plane.

Efficacy: measured in lumens per watt, the ability of a lamp to produce illumination.

Efficiency: relative to lighting, efficiency is calculated by how many lumens (a unit of light measurement) a light source can produce per watt of power input. The higher the lumens per watt, the more efficient the light source is.

Fixture: the assembly that houses the lamp(s) and can include all or some of the following parts; housings, mounting brackets, and pole sockets.

Full cut-off fixture: A light fixture that does not allow any light dispersion above the horizontal plane, and whose lamp (bulb) is recessed fully within the housing of the fixture itself.

Glare: light emitting from a luminaire with intensity great enough to reduce visibility and in extreme cases momentarily blind onlookers.

Grandfathered Luminaires: luminaires not conforming to this bylaw that were in operation prior to the passing of this bylaw.

Horizon: the apparent intersection where the earth meets the sky, also referred to as the apparent horizon.

IESNA: is the international body that acts as the standards committee for responsible outdoor lighting.

Intermittent: activities lasting 20 consecutive working days (approximately one month) or less, upon which exterior lighting is required at approximately the same time each night.

Lamp: the component of a luminaire (complete lighting system including lamp and fixture) that produces light, commonly referred to as a light bulb.

Light Trespass: the shining of light produced by a luminaire beyond the boundaries of the property on which it is located.

Lumen: a unit of luminous flux equal to the light emitted in a unit solid angle by a uniform point source. In most instances the greater the number of lumens per watt of energy, the more efficient the lamp will be.

Lumen Maintenance: also referred to as lumen depreciation, is the loss in the ability of a luminaire to produce light over its lifespan.

Municipal District: the Municipal District of Foothills No. 31, a Municipal District duly established pursuant to the laws of the Province of Alberta, or the area within the legal boundaries of the Municipal District of Foothills No. 31.

Opaque: impenetrable to any light source, including but not limited to artificial light sources.

Person: includes a corporation, other legal entities and an individual having charge or control of a premises.

Searchlight: A luminaire containing a light source and a reflector for throwing a high-intensity beam of generally parallel beams of light.



Dark Sky Bylaw: Temporary Exemption Application



	To of Foothill
CONTACT INFORMATION (LANDOWNER) NAME(S):	CONTACT INFORMATION (OTHER) NAME(S):
ADDRESS:	ADDRESS:
TELEPHONE:	TELEPHONE:
FAX:	FAX:
EMAIL:	EMAIL:
PROPERTY LOCATION AND LEGAL DESCRIPTION	
PLAN: BLOCK:	LOT:
QUARTER: TOWNSHIP:	RANGE: MERIDIAN:
DESCRIPTION OF ACTIVITY REQUIRING EXEMP	TION
START DATE:	
END DATE:	
DURATION (NIGHTLY):	
NATURE OF ACTIVITY:	
LIGHTING PLAN REQUIREMENTS	
BULB TYPE:	
WATTAGE:	
SHIELDING: NONE PARTIAL FULL	
LOCATION OF LUMINAIRES (SHOW ON PROPER)	TY SKETCH AND ATTACH)
WILL LIGHT TRESPASS ONTO ADJACENT PROPE	
LANDOWNER SIGNATURE (AUTHORIZING ACTIV	/ITY TO TAKE PLACE) DATE
SIGNATURE OF PERSON(S) ACTING ON BEHALF	F OF LANDOWNER DATE
The state of the s	

	THIS SIDE FOR OFFICE USE ONLY
DECIS	SION:
APPR	OVED APPROVED WITH CONDITIONS REFUSED
COND	DITIONS (IF APPROVED WITH SUCH)
1	
2	
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6	
REAS	ONS FOR REFUSAL (IF REFUSED):
4	
4	
:=	
SIGNA	ATURE:
DATE:	
	Note: Temporary Exemption Applications are required only for activities requiring are based lighting. See below for examples.
011 0010	to based lightling. See Scient for examples.
Examp	oles of activities requiring Temporary Exemption Applications
	Celebrations (weddings, birthdays, festivals, etc)
	Non-permanent sporting events Concerts
	ples of activities not requiring Temporary Exemption Applications
	Resource extraction equipment operation Agricultural equipment operations
	Protective services

Concerns regarding Development permit #144-24

Re: Miles Laybourne at NE 31-16-28-W4M

From Dwayne and Debbie Leech – nearest land owners.

To Cindy Chisholm, Development Officer for MD of Willow Creek.

We have listed below some of our concerns regarding the storage yard development next door.

- 1. We do not want the storage yard to be developed or expanded to the field directly east of our property and west of their present residence. We also do not want any development now or in the future south of our residence/ acreage.
- 2. The yard needs to be fenced with a minimum 8-foot fence, either solid metal or with strapping weaved thru the chain link.
- 3. If lighting is installed it should be directed down and have a shield to avoid light pollution of area.
- 4. Our present water agreement will be null and void once a business is run from this property, we will give 1 months' notice before cutting water access.
- 5. You must remove caveat on our property regarding water access at your expense.

We would like to be present for the meeting on Wednesday, November 13,2024 at 9:00am.

From: <u>Debbie and Dwayne Leech</u>

To: <u>Cindy Chisholm</u>

Subject:Re Application number 144-24Date:November 4, 2024 3:18:31 PMAttachments:miles dev concern letter Nov 2024.docx

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please see the attached letter. Thank you, Dwayne and Debbie Leech

This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and or privileged information. Please contact me immediately if you are not the intended recipient of this communication. Do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

DEVELOPMENT APPLICATION NO. 144-24 RESPONSE TO DWAYNE AND DEBBIE LEECH CONCERNS

- 1. The area to be utilized for the proposed development is as indicated on the Development Notification Map. This does not include the land referenced by the Leech's. I do not personally own the land and am therefore unable to make any representations with regard to future development.
- 2. Is the fence requested to be just on the road side of the development? I had not yet finally decided on the type of fencing that would be necessary, pending approvals, and am curious, is this concern purely due to esthetic reasons? There are no animals on the property that would be able to access this area.
- 3. I will make every effort to minimize any light pollution. There is already significant light pollution from the gas plant on the adjacent quarter section which I appreciate adversely affects all of the neighbours.
- 4. It is my understanding that the water rights were granted when the property was subdivided, and these rights have passed on to subsequent owners, as referenced on title. Again, I do not own the property so am unable to agree to this request.
- 5. As per item #4.

Miles Laybourne

Isobella and Bradley Lissel

November 4th, 2024

Municipal District of Willow Creek Attention: Planning Department Box 550 Claresholm, AB TOL 0T0

Subject: Strong Opposition to Application No. 144-24 – Proposed Recreational Vehicle Storage Development

To Whom It May Concern,

I am writing to express my strong opposition to Application No. 144-24, the proposed recreational vehicle (RV) storage facility in Willow Creek County (NE31-16-28-W4M). The planned development is poorly suited to the area and threatens the safety, security, and quality of life of local residents.

Firstly, this facility would significantly increase traffic on Range Road 285, a road that currently lacks the infrastructure to manage such a demand. Increased traffic will not only impact road safety for local residents but will also strain the limited road services available in the area. This is an unreasonable expectation for rural infrastructure and raises legitimate safety concerns.

Security of neighboring properties is also a serious concern. RV storage facilities often attract a mix of visitors and could encourage criminal activity in an area otherwise quiet and secure. Without a robust plan for surveillance and access control, the facility would present an ongoing risk to local residents and their properties.

Moreover, this development would worsen dust pollution from the gravel road, creating an environmental and health nuisance. The unpaved road surface cannot withstand high volumes of heavy vehicle traffic without generating significant dust, which would affect air quality and diminish the enjoyment of nearby homes and properties. The potential for littering along these routes compounds the issue, with no clear plans for maintenance or cleanup provided in the application.

Critically, the proposal contradicts the Municipal District's commitment to preserving agricultural land. Converting valuable agricultural property into RV storage disregards the MD's mandate to protect rural landscapes and the agricultural character of the community. Such a development erodes the MD's own goals and would be a permanent eyesore, undermining the scenic and rural appeal that residents and visitors value.

For these compelling reasons, I urge the Municipal District of Willow Creek to deny Application No. 144-24. Approval of this application would set a harmful precedent that sacrifices rural integrity and resident welfare for commercial purposes. Thank you for considering these serious concerns.

Sincerely,

Bradley and Isobella Lissel

DEVELOPMENT APPLICATION NO. 144-24 RESPONSE TO ISOBELLA AND BRADLEY LISSEL CONCERNS

- 1. It is highly unlikely that there would be any increase in traffic on Range Road 285. The entrance to be utilized is on 722 Avenue East, a paved road, such entrance being just under 500 metres from the Highway 2 turnoff. It is also under 400 metres from Highway 2A. There would be no need to utilize Range Road 285, which is the gravel road leading down to the Lissel property.
- 2. Is there any evidence of increased criminal activity due to RV storage facilities? If anything, I would think that an increased presence, with lighting and surveillance, would provide better security. As per our business plan provided, access will be controlled and surveillance plans will be in place.
- 3. As per item #1, the road to access the proposed development property is 722 Avenue East, a paved road directly from Highway 2 or 2A. There would not be any reason to use a gravel road. The Lissel property is approximately 1.7km south of 722 Avenue East.
- 4. The portion of land proposed for the development is not currently farmed, and hasn't been for many years, if ever. The farmed portion of this quarter section will remain the same. The previous owners of this property operated a heavy equipment construction business from this access yard and adjacent shop. Additionally, there is already a gas plant on the adjacent quarter section, which attracts significant road traffic and 24/7 light and noise pollution.

Miles Laybourne



























From:

To:

Cindy Chisholm

Subject: Re: Additional Information for January

Date: January 1, 2025 10:37:50 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Cindy,

If the shrubbery is enough, we will skip getting the screening. If the screening is a requirement we will get it. Also. If it means keeping the fences at 6ft to avoid fees, we will skip the barbwire. That way the place wont look so much like a compound haha.

Thanks Cindy. Happy New Year!!!

Miles Laybourne

From: Cindy Chisholm <chisholm@mdwillowcreek.com>

Sent: December 31, 2024 2:55 PM

To: 'miles laybourne'

Subject: RE: Additional Information for January

Thank you Miles. Are your intentions to also install privacy slats/screening in the chain link fencing? Also, fence heights maximum's are 6ft. in height. If you add a barbwire roll top, that may bring it to 8ft., which requires you to request a waiver of the 6ft. maximum height to be set at 8ft. I will chat with the Senior Planner on Monday and will get back to you.

Just so you are aware, if in the future you do seek to expand the recreational storage yard, the MPC may require you to rezone the total footprint of the area to a commercial zoning. We can cross that bridge in the future.

Happy New Year to you and your family. Hope 2025 is everything amazing.

Thank you Cindy

From: miles laybourne

Sent: December 31, 2024 2:42 PM

To: Cindy Chisholm <chisholm@mdwillowcreek.com>

Subject: Additional Information for January

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Cindy

I hope this finds you well. Here is the additional information.

-For screening we are going with some fast growing shrubbery to fill the gaps between the trees along the fence line.

-The fences will be 6ft chain link fence with a barbwire top.

-The rows of trailers will be approximately (depending on length of R.V.) 10m by 100m. They will run north to south. There will be 4-6 rows. If the lot fills up we may run a line of trailers

diagonally along the southern fence line.

-Also, we may in the future reach out to the M.D again about expansions, when that time comes. We are going to continue to work on cleaning up the rest of the property for future

use.

-All lights, cameras and signage will remain as what is shown on the site plan.

-Any lights used will be in accordance with all Dark Sky By-laws.

-If there are any objections from the M.D. over any of these points, we can change things as

needed.

I think that should cover everything. If I have missed anything please let me know and I will

send any additional information ASAP.

Thanks again Cindy,

Miles Laybourne

From: Cindy Chisholm < chisholm@mdwillowcreek.com>

Sent: December 31, 2024 10:33 AM

To: 'miles laybourne'

Subject: RE: MPC meeting today

Hi Miles

Just following up to see if you have been able to obtain the additional information the MPC was

asking for ?

If not, let me know, then I will ask the MPC for another postponement for you to be able to obtain

the additional information.

Thank you

Cindy Chisholm

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

273129 Sec Highway 520 West, Box 550, Claresholm, AB T0L 0T0

Phone (403) 625-3351

Fax (403) 625-3886

www.mdwillowcreek.com

FOR OFFICE USE ONLY

APPLICATION FOR A DEVELOPMENT PERMIT

IMPORTANT: This information may also be shared with appropriate government/other agencies (e.g. Alberta Agriculture, Food and Rural Development; Alberta Environment; the regional health authority), and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact The Municipal District of Willow Creek No. 26.

Application No. 144-24

Fees Submitted: \$ 300.00

Site Inspection:

APPLICANT: MILES LAYBOURNE	Telephone:
ADDRESS:	Email:
MUNICIPAL ADDRESS: 104179 - 722 AV ENUE GAST	Bus/Cell:
REGISTERED OWNER: 725301 PLB GRTA LTD	Telephone:
LEGAL DESCRIPTION: Lot(s) Block Plan	1
OR: Quarter NE Section 31 Township 16	Range $\frac{28}{W}$ W \mathcal{L}_{M}
EXISTING USE: NONE	
PROPOSEDUSE: R.V. AND BOAT STORAGE	PLUS FARM STORAGE
PARTICULARS OF PROPOSED DEVELOPMENT: 70 PROVIDE	STORAGE SOLUTIONS
FOR RV'S, BOATS, PARMING AND INC	DUSTRIAL EQUIPMENT
	70

Additional information or clarification can be helpful in processing the application without delay. You may wish to use the back of this form, or attach a separate sheet with such information. Please fill out the Right of Entry authorization on reverse.

REGISTERED OWNER OR PERSON ACTING ON BEHALF OF:

I/we agree to the collection and sharing of this information contained in this application, and any other information may be required to verify and evaluate this application as explained above. I have submitted particulars concerning the completion of the proposed development and agree to comply in all respects with any conditions that may be attached to any development permit that is issued and with any other bylaws that are applicable. I am aware I may be required to pay for all local improvement costs, which include drainage, sidewalks, road construction, street lighting, water and sewer main extensions, utility connection fees and installation costs at the present established rate.

I have read and understand the terms noted on the reverse side of this form and hereby apply for permission to carry out the development described above and/or on the attached plans and specifications. I further certify the registered owner(s) of the land described above is aware of this application.

DATE: Ochober 11/24

SIGNEI

Applicant

IMPORTANT: See Over

ΑI	ADDITIONAL INFORMATION:		
000			
700			
2000			
IM	IPORTANT:		
1.	Subject to the provisions of the Land Use Bylaw of The Municipal District of Willow Creek No. 26, the term "development" includes any change in the use of buildings or land.		
2	Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice		

- 2. Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as an official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood any development by the applicant within 21 days after receipt of a Development Permit is at his own risk.
- 3. Please submit a plan or drawing showing locations of existing and proposed buildings, roads, services, boundaries, etc. in sufficient detail to ensure proper consideration of the application. Measurements may be metric or imperial units. It is desirable the plans and drawings should be on scale appropriate to the development, as follows:

Site plans – ratio of 1:1000 or 1:1500 Other drawings – ratio of 1:100 or 1:200

or as required by the Development Officer. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared.

4. If a decision is not made within 40 days from the date of the receipt of the application in its complete and final form, the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period unless an agreement for a time extension has been entered into with the municipality.

RIGHT OF ENTRY: I hereby authorize representatives of The M the purpose of conducting a site inspection	Aunicipal District of Willow Creek No. 26 to enter my land for in connection with this application.
This right is granted pursuant to Section 54.	2(1) of the Municipal Government Act.
DATE: October 11/24	LANDOWNER(S): 72530 ALBERTA LITO (Print)
	LANDOWNER(S):
9	(Print)
	SIGNED: _
	Registered Landowner(s)

Form A



BUSINESS PLAN FOR RV AND BOAT STORAGE FACILITY

Executive Summary:

Business Name: Willow Creek RV and Industrial Storage

Business Location: Nanton, Alberta

Business Type: RV, Boat and Industrial Storage Facility

Mission Statement:

To provide secure, accessible and convenient storage solutions for RV's, boats and industrial equipment, ensuring peace of mind and exceptional service for our customers.

Objectives:

- Build a facility with adequate space for 100 units within the first year.
- Achieve 75% occupancy within the first year.
- Provide the best possible customer service.

Business Description

Industry Overview:

The RV and boat storage industry is growing due to increased recreational vehicle and boat ownership. As more people invest in these vehicles, the need for safe and accessible storage solutions grows. Additionally, we would be open to storing trailers, seacans, tractors, etc.

Services Offered:

- Outdoor Storage: Secure fenced areas for RV's, boats and equipment.
- 24/7 Access: For customers to access their vehicles at their convenience.
- Security Features: Surveillance cameras, gated entry, and security lighting.

Target Market:

- RV and boat owners in the local region and surrounding areas.
- Farmers and industrial business owners.
- Seasonal and year-round RV and boat enthusiasts.
- Local businesses requiring storage for company-owned RV's or boats.

Market Analysis

Market Trends:

- Increasing popularity of RV travel and boating.
- Growing demand for secure storage options due to rising vehicle theft and damage concerns.
- Trends toward more flexible and accessible storage solutions.

Target Market Demographics:

Age: 30-65 years old

• Income Level: Middle to upper-middle class

• Lifestyle: Active, recreational, and outdoor-oriented

Competitive Analysis:

- Direct Competitors: Other local storage facilities.
- Indirect Competitors: Driveway or backyard storage options.
- Competitive Advantage: Higher security features, better customer service, highway access and additional amenities.

Marketing and Sales Strategy

Marketing Plan:

- Website Development: Create a user-friendly website with online booking capabilities and detailed information about services. Square Space.
- Local Advertising: Utilize local newspapers, radio stations, and community boards.
- Social Media: Leverage platforms like Facebook, Instagram and TikTok to reach and engage with local RV and boat owners.
- Partnerships: Collaborate with RV and boat dealerships for referrals and promotions.
- Promotions: Offer introductory discounts, referral bonuses, and seasonal specials.

Sales Strategy:

- Customer Service: Provide exceptional customer service to retain clients and generate positive word-of-mouth referrals.
- Flexible Terms: Offer various storage plans (monthly, quarterly, yearly) to accommodate different customer needs.
- Value-Added Services: Upsell maintenance and cleaning services to enhance customer experience.

Operations Plan

Facility Requirements:

- Location: Secure, easily accessible location with enough space for expansion.
- Size: Minimum 2-3 acres of land for outdoor storage options.
- Infrastructure: Approximately 500m of security fencing, gated entry, surveillance systems, and adequate lighting.
- Replace existing older mobile home already on site with new mobile home for on-site manager to live in.

Staffing:

Manager: Oversee daily operations, customer service, and facility maintenance. Maintain cleanliness, assist with customer inquiries. Monitor security systems and perform regular facility checks.

Operating Hours:

Office Hours: 9 AM to 5 PM, Monday to Friday
Access Hours: 24/7 for storage customers

Suppliers and Equipment:

- Security systems provider
- Booking systems
- Maintenance and cleaning supplies
- Office supplies and equipment

Risk Management

Potential Risks:

- Economic downturn affecting recreational spending.
- Increased competition from new storage facilities.
- Changes in local zoning regulations.

Mitigation Strategies:

- Diversify services and pricing to appeal to a broader customer base.
- Maintain strong customer relationships and high service standards.
- Regularly review and adapt business practices to meet regulatory changes.

Conclusion

Willow Creek RV & Industrial Storage is positioned to capitalize on the growing demand for recreational vehicle, boat and equipment storage. With a comprehensive plan for facility management, marketing, and financial stability, the business is well-equipped to offer exceptional storage solutions and achieve long-term success.



LAND TITLE CERTIFICATE

s

LINC SHORT LEGAL TITLE NUMBER
0031 310 394 4;28;16;31;NE 051 374 150 +12

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 28 TOWNSHIP 16

SECTION 31

QUARTER NORTH EAST

CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

PLAN NUMBER HECTARES (ACRES) MORE OR LESS ROAD 35JK 0.316 0.78
DESCRIPTIVE 9512514 2.43 6.00
ROAD 0513390 0.288 0.71

EXCEPTING THEREOUT ALL MINES AND MINERALS

AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

REFERENCE NUMBER: 971 089 318

REGISTERED OWNER(S)

REGISTRATION DATE (DMY) DOCUMENT TYPE VALUE CONSIDERATION

051 374 150 05/10/2005 ROAD PLAN

OWNERS

725301 ALBERTA LTD.



ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

971 079 763 22/03/1997 CAVEAT

F10

RE : SEE CAVEAT

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

CAVEATOR - DWAYNE THOMAS LEECH

CAVEATOR - DEBORAH K LEECH

BOTH OF: PO BOX 586

NANTON

ALBERTA TOL1RO

AGENT - LAURIE M GORDON

(DATA UPDATED BY: TRANSFER OF CAVEAT

PAGE 2

051 374 150 +12

031194088)

041 144 773 26/04/2004 CAVEAT

RE : ACQUISITION OF LAND

CAVEATOR - THE MUNICIPAL DISTRICT OF FOOTHILLS NO.

31.

BOX 5605 HIGH RIVER ALBERTA T1V1M7

071 533 272 29/10/2007 UTILITY RIGHT OF WAY

GRANTEE - LEXIN RESOURCES LTD.

PO BOX 6808, STATION D

CALGARY

ALBERTA T2P2E7

(DATA UPDATED BY: CHANGE OF NAME 141175529)
(DATA UPDATED BY: CHANGE OF NAME 161089328)

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 15 DAY OF OCTOBER, 2024 AT 12:36 P.M.

ORDER NUMBER: 51886360

CUSTOMER FILE NUMBER:

END OF CERTIFICATE



THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

#26-Hwy 520, Claresholm Industrial Area, Box 550, Claresholm, Alberta TOL 0T0 Phone: (403) 625-3351 Fax: (403) 625-3886

Email: development@mdwillowcreek.com

NOTICE OF MUNICIPAL PLANNING COMMISSION MEETING

Form B	Application No. 144-24
TO: Adjacent Landowners	AMENDED
Notice is hereby given that an	application is being made for a development
permit with regard to the follo	wing:
NAME OF APPLICANT: Miles L	aybourne
TYPE OF DEVELOPMENT:	
Proposed: Recreational Vehicle S	torage consisting of recreational vehicles, boats,
farming and industrial Equipme	nt. Also, install on-site signage.
LEGAL DESCRIPTION OF SITE:_	NE 31-16-28-W4M
PLACE OF MEETING:	Municipal Administration Building, Claresholm
TYPE OF MEETING:	Regular Municipal Planning Commission
DATE OF MEETING:	9:00 a.m. on Wednesday, November 13, 2024
the Municipal Office at the address	all associated information are available for viewing at shown above during normal hours of operation, or

website at www.mdwillowcreek.com. Please go to the website for any future amendments to this notification and/or application.

Any person affected by the said proposal has the right to present a written brief prior to the hearing and/or to be present and be heard at the meeting. Any information submitted will become available to the public and may also be shared with the applicant and appropriate government/other agencies and is subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions, please contact The Municipal District of Willow Creek No. 26.

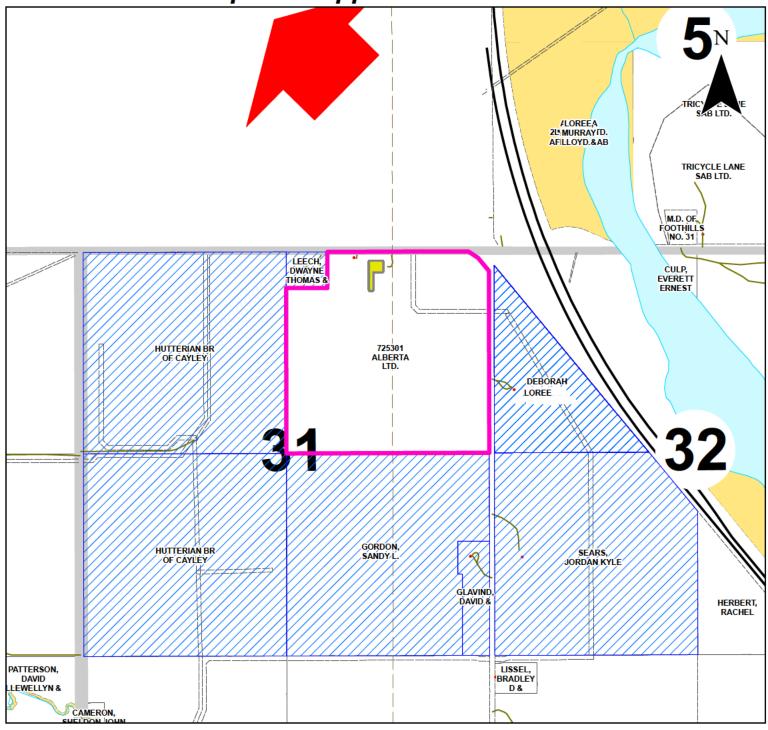
Persons requesting to be heard at the meeting shall submit a written request to be heard to the development officer not later than: November 8th, 2024 (10 consecutive days from the date of this notice)

DATE: October 24, 2024 SIGNED:

> Cindy Chisholm Development Officer

MD of Willow Creek No. 26

DEVELOPMENT NOTIFICATION MAP Development Application No. 144-24





Tel: 403-625-3351

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

273129 Sec Highway 520 West, Box 550, Claresholm, AB T0L 0T0

Phone (403) 625-3351

Fax (403) 625-3886

www.mdwillowcreek.com

FOR OFFICE USE ONLY

APPLICATION FOR A DE VELOPMENT PERMIT

IMPORTANT: This information may also be shared with appropriate government/other agencies (e.g. Alberta Agriculture, Food and Rural Development; Alberta Environment; the regional health authority), and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact The Municipal District of Willow Creek No. 26.

Application No. 144-24
Fees Submitted: \$ 300.00

contact The Municipal District of Willow Creek No. 26.	Site Inspection:
Form A	
APPLICANT: MILES LAYBOURNE	Telephone:
ADDRESS:	Email:
MUNICIPAL ADDRESS: 104179 - 722 AVENUE GAST	Bus/Cell:
REGISTEREDOWNER: 725301 PLBGRTA LTD	Telephone:
LEGAL DESCRIPTION: Lot(s) Block I	Plan
OR: Quarter_NE_Section 31 Township 11	6 Range 28 W4M
EXISTING USE: NONE	
PROPOSEDUSE: R.V. AND BOAT STORAGE	PLUS FARM STORAGE
PARTICULARS OF PROPOSED DEVELOPMENT: TO PROVIDE FOR RVIS, BUATS, PARMING AND IN	NOUSTRIAL EQUIPME
Additional information or clarification can be helpful in processing the application back of this form, or attach a separate sheet with such information. Please fill out reverse.	without delay. You may wish to use the the Right of Entry authorization on
REGISTERED OWNER OR PERSON ACTING ON BEHALF OF:	
I/we agree to the collection and sharing of this information contained in this a may be required to verify and evaluate this application as explained above. I have completion of the proposed development and agree to comply in all respects with any development permit that is issued and with any other bylaws that are applicable for all local improvement costs, which include drainage, sidewalks, road construction main extensions, utility connection fees and installation costs at the present establishment.	we submitted particulars concerning the any conditions that may be attached to le. I am aware I may be required to pay ction, street lighting, water and sewer
I have read and understand the terms noted on the reverse side of this form and here development described above and/or on the attached plans and specifications. I further land described above is aware of this application.	eby apply for permission to carry out the ther certify the registered owner(s) of
DATE: Ochober 11/24 SIGNED:	

The Municipal District of Willow Creek No. 26 Land Use Bylaw No. 1826

Form A

IMPORTANT: See Over

Applicant

ADDITIONAL INFORMATION:		
IMPORTANT: 1. Subject to the provisions of the Land Use Bylaw of The Municipal District of Willow Creek No. 26, the term		
_		
-		
_		
-		
IN	IPORTANT:	
1.	Subject to the provisions of the Land Use Bylaw of The Municipal District of Willow Creek No. 26, the term "development" includes any change in the use of buildings or land.	

- 2. Although the Development Officer is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as an official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood any development by the applicant within 21 days after receipt of a Development Permit is at his own risk.
- 3. Please submit a plan or drawing showing locations of existing and proposed buildings, roads, services, boundaries, etc. in sufficient detail to ensure proper consideration of the application. Measurements may be metric or imperial units. It is desirable the plans and drawings should be on scale appropriate to the development, as follows:

Site plans – ratio of 1:1000 or 1:1500 Other drawings – ratio of 1:100 or 1:200

or as required by the Development Officer. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared.

4. If a decision is not made within 40 days from the date of the receipt of the application in its complete and final form, the applicant may exercise his right of appeal as though he had been mailed a refusal at the end of the 40-day period unless an agreement for a time extension has been entered into with the municipality.

RIGHT OF ENTRY: I hereby authorize representatives of The Months the purpose of conducting a site inspection in This right is granted pursuant to Section 542	
DATE: October 11/24	LANDOWNER(S): 72530 AUBERTA LTD (Print)
	LANDOWNER(S):
	(Print)
	SIGNED: _
	Registered Landowner(s)

Form A



BUSINESS PLAN FOR RV AND BOAT STORAGE FACILITY

Executive Summary:

Business Name: Willow Creek RV and Industrial Storage

Business Location: Nanton, Alberta

Business Type: RV, Boat and Industrial Storage Facility

Mission Statement:

To provide secure, accessible and convenient storage solutions for RV's, boats and industrial equipment, ensuring peace of mind and exceptional service for our customers.

Objectives:

- Build a facility with adequate space for 100 units within the first year.
- Achieve 75% occupancy within the first year.
- Provide the best possible customer service.

Business Description

Industry Overview:

The RV and boat storage industry is growing due to increased recreational vehicle and boat ownership. As more people invest in these vehicles, the need for safe and accessible storage solutions grows. Additionally, we would be open to storing trailers, seacans, tractors, etc.

Services Offered:

- Outdoor Storage: Secure fenced areas for RV's, boats and equipment.
- 24/7 Access: For customers to access their vehicles at their convenience.
- Security Features: Surveillance cameras, gated entry, and security lighting.

Target Market:

- RV and boat owners in the local region and surrounding areas.
- Farmers and industrial business owners.
- Seasonal and year-round RV and boat enthusiasts.
- Local businesses requiring storage for company-owned RV's or boats.

Market Analysis

Market Trends:

- Increasing popularity of RV travel and boating.
- Growing demand for secure storage options due to rising vehicle theft and damage concerns.
- Trends toward more flexible and accessible storage solutions.

Target Market Demographics:

Age: 30-65 years old

Income Level: Middle to upper-middle class

• Lifestyle: Active, recreational, and outdoor-oriented

Competitive Analysis:

- Direct Competitors: Other local storage facilities.
- Indirect Competitors: Driveway or backyard storage options.
- Competitive Advantage: Higher security features, better customer service, highway access and additional amenities.

Marketing and Sales Strategy

Marketing Plan:

- Website Development: Create a user-friendly website with online booking capabilities and detailed information about services. Square Space.
- Local Advertising: Utilize local newspapers, radio stations, and community boards.
- Social Media: Leverage platforms like Facebook, Instagram and TikTok to reach and engage with local RV and boat owners.
- Partnerships: Collaborate with RV and boat dealerships for referrals and promotions.
- Promotions: Offer introductory discounts, referral bonuses, and seasonal specials.

Sales Strategy:

- Customer Service: Provide exceptional customer service to retain clients and generate positive word-of-mouth referrals.
- Flexible Terms: Offer various storage plans (monthly, quarterly, yearly) to accommodate different customer needs.
- Value-Added Services: Upsell maintenance and cleaning services to enhance customer experience.

Operations Plan

Facility Requirements:

- Location: Secure, easily accessible location with enough space for expansion.
- Size: Minimum 2-3 acres of land for outdoor storage options.
- Infrastructure: Approximately 500m of security fencing, gated entry, surveillance systems, and adequate lighting.
- Replace existing older mobile home already on site with new mobile home for on-site manager to live in.

Staffing:

Manager: Oversee daily operations, customer service, and facility maintenance. Maintain cleanliness, assist with customer inquiries. Monitor security systems and perform regular facility checks.

Operating Hours:

Office Hours: 9 AM to 5 PM, Monday to Friday
Access Hours: 24/7 for storage customers

Suppliers and Equipment:

- Security systems provider
- Booking systems
- Maintenance and cleaning supplies
- Office supplies and equipment

Risk Management

Potential Risks:

- Economic downturn affecting recreational spending.
- Increased competition from new storage facilities.
- Changes in local zoning regulations.

Mitigation Strategies:

- Diversify services and pricing to appeal to a broader customer base.
- Maintain strong customer relationships and high service standards.
- Regularly review and adapt business practices to meet regulatory changes.

Conclusion

Willow Creek RV & Industrial Storage is positioned to capitalize on the growing demand for recreational vehicle, boat and equipment storage. With a comprehensive plan for facility management, marketing, and financial stability, the business is well-equipped to offer exceptional storage solutions and achieve long-term success.



LAND TITLE CERTIFICATE

s

LINC SHORT LEGAL TITLE NUMBER
0031 310 394 4;28;16;31;NE 051 374 150 +12

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 28 TOWNSHIP 16

SECTION 31

QUARTER NORTH EAST

CONTAINING 64.7 HECTARES (160 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

PLAN NUMBER HECTARES (ACRES) MORE OR LESS ROAD 35JK 0.316 0.78
DESCRIPTIVE 9512514 2.43 6.00
ROAD 0513390 0.288 0.71

EXCEPTING THEREOUT ALL MINES AND MINERALS

AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

REFERENCE NUMBER: 971 089 318

REGISTERED OWNER(S)

REGISTRATION DATE (DMY) DOCUMENT TYPE VALUE CONSIDERATION

051 374 150 05/10/2005 ROAD PLAN

OWNERS

725301 ALBERTA LTD.



ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

971 079 763 22/03/1997 CAVEAT

G12

RE : SEE CAVEAT

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

CAVEATOR - DWAYNE THOMAS LEECH

CAVEATOR - DEBORAH K LEECH

BOTH OF: PO BOX 586

NANTON

ALBERTA TOL1RO

AGENT - LAURIE M GORDON

(DATA UPDATED BY: TRANSFER OF CAVEAT

PAGE 2

051 374 150 +12

031194088)

041 144 773 26/04/2004 CAVEAT

RE : ACQUISITION OF LAND

CAVEATOR - THE MUNICIPAL DISTRICT OF FOOTHILLS NO.

31.

BOX 5605 HIGH RIVER ALBERTA T1V1M7

071 533 272 29/10/2007 UTILITY RIGHT OF WAY

GRANTEE - LEXIN RESOURCES LTD.

PO BOX 6808, STATION D

CALGARY

ALBERTA T2P2E7

(DATA UPDATED BY: CHANGE OF NAME 141175529)
(DATA UPDATED BY: CHANGE OF NAME 161089328)

TOTAL INSTRUMENTS: 003

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN ACCURATE REPRODUCTION OF THE CERTIFICATE OF TITLE REPRESENTED HEREIN THIS 15 DAY OF OCTOBER, 2024 AT 12:36 P.M.

ORDER NUMBER: 51886360

CUSTOMER FILE NUMBER:

END OF CERTIFICATE



THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

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MD of Willow Creek

Meeting Minutes Municipal Planning Commission January 8, 2025 - 10:00 AM

Chairman Glen Alm Deputy Chairman Evan Berger Member John Van Driesten (Via Teams) Member John Kroetsch Member Maryanne Sandberg Member Brian Nelson

Present in Chambers:

Chief Administrative Officer Derrick Krizsan ORRSC Senior Planner Diane Horvath (Via Teams) Director of Planning and Development Cindy Chisholm Development Officer / Recording Secretary Sheena Johnson **News Correspondent Mickey Dumont**

Gallery: Miles Laybourne

Absent: Member Hemmaway

Call to Order

1 The meeting was called to order by Chairman Alm at 10:01 a.m.

2 Minutes

The minutes of the Municipal Planning Commission meeting held on December 11, 2025 were presented for adoption.

2.1 Municipal Planning Commission December 11, 2025 Meeting Minutes

Resolution No: M-25/001

Moved by Member Sandberg the minutes of the December 11, 2025 meeting be adopted as presented.

CARRIED UNANIMOUSLY

3 **Development Applications Approved**

3.1 Development Applications - Approved for December 2024

The approved Development Permit Applications for the period of December 2024 were presented as information.

Presentation of Development Permit Applications

Chairman Alm stated deliberations and decisions would take place after all applications had been presented.

4.1 DA 144-24 Laybourne, Miles - Recreational, Equipment Storage

Director of Planning and Development Chisholm presented additional information for Development Application 144-24, proposed Recreational Vehicle Storage consisting of recreational vehicles, boats, farming and industrial equipment. Also, install on-site signage.

- Subdivision Applications NO APPLICATIONS TO PRESENT 5
- Miscellaneous NO ITEMS
- 7 Information Only

7.1 SPWC Willow Ridge Wind Project - Proceeding 27837 - information only

Received for information.

7.2 NEOEN - Sweetgrass Solar Project - Proceeding 29372 - information only

Received for information.

8 Closed Session

Resolution No: M-25/002

Moved by Member Kroetsch to enter into Closed Session at 10:16 a.m.

CARRIED UNANIMOUSLY

Resolution No: M-25/003

Moved by Member Sandberg to come out of Closed Session at 10:26 a.m.

CARRIED UNANIMOUSLY

9 Resolutions

Resolution No: M-25/004

Moved by Deputy Chairman Berger that application DA 144-24 be approved with the 14

conditions as amended.

Approval Conditions:

- 1. Prior to commencement of development, the applicant shall submit a final detailed site plan, including details for perimeter fencing along 722 Ave to be erected on property line, and vegetation or other innovative landscaping features for partial screening on the north and east perimeters of the storage area to be planted within the property, for final approval from the Municipal District.
- 2. Prior to becoming operational a municipal business license shall be obtained and maintained pursuant to Municipal Business License Bylaw No. 1603.
- 3. Prior to construction or commencement of the development, the applicant shall obtain and comply with all necessary permits under the Alberta Safety Codes Act (including building, electrical, gas, plumbing and private sewage disposal system) as required. Permits must be obtained and issued by the accredited agency on behalf of the municipality, Park Enterprises Ltd., Superior Safety Codes Inc. or The Inspections Group Inc.
- 4. The applicant shall comply with the Land Use Bylaw No. 1826 including but not limited to, Schedule 2 Rural General (RG) land use district, Schedule 4 Standards of Development and Schedule 9 Sign Regulations.
- 5. Where on-site storage is illuminated, all lighting shall be positioned in such a manner that no illumination trespasses beyond designated storage area and complies with the requirements in Schedule 4 Standards of Development, Section 27 Dark Sky Standards.
- 6. Prior to installation of signage, a final sign design plan including details for dimensions, materials, and anchoring system, to be submitted to the Municipal Office for final approval.
- 7. The storage area and perimeter fencing shall be kept clear of all garbage, maintained in a neat orderly manner and vegetation, weeds be maintained regularly.
- 8. Business hours Monday to Friday 9:00 am 5:00 pm. Access hours: 24/7 for storage customers.
- 9. There shall be no storage of derelict recreational vehicles, machinery or equipment for salvage, or domestic products and similar discarded or recyclable materials.
- 10. There shall be no day use or overnight accommodation on site.
- 11. There shall be no waste or sanitation dumping on-site.
- 12. There shall be no on-site repairs of recreational vehicles including, but not limited to, equipment or machinery within designated storage area.
- 13. There shall be no hazardous materials or goods stored on-site.
- 14. There shall be no further development within 20ft. (6.1m) of the adjacent property lines and 75ft (22.86m) of the municipal road allowance right of way, unless a development permit is obtained that specifically varies the required setback to allow the development.

CARRIED UNANIMOUSLY

10 Adjournment

Resolution No: M-25/005

Moved by Member Sandberg to adjourn at 10:29 a.m.

CARRIED UNANIMOUSLY

Chairman

Chief Administrative Officer





MD of Willow Creek Meeting Minutes

Municipal Planning Commission December 11, 2024 - 10:00 AM

Chairman Glen Alm
Deputy Chairman Evan Berger
Member John Van Driesten
Member John Kroetsch
Member Maryanne Sandberg
Member Earl Hemmaway
Member Brian Nelson

Present in Chambers:

Chief Administrative Officer Derrick Krizsan
ORRSC Senior Planner Diane Horvath
Director of Planning and Development Cindy Chisholm
Development Officer / Recording Secretary Jay Hallett

News Correspondent Mickey Dumont

Gallery:

1 Call to Order

The meeting was called to order by Chairman Alm at 10:02 a.m.

2 Minutes

The minutes of the Municipal Planning Commission meeting held on November 13, 2024 were presented for adoption.

2.1 Municipal Planning Commission November 13, 2024 Meeting Minutes

Resolution No: M-24/020

Moved by Member Sandberg the minutes of the November 13, 2024 meeting be adopted with amendments.

CARRIED UNANIMOUSLY

3 Presentation of Development Applications

3.1 Permitted Use Development Applications - Approved for November 2024

The approved Development Permit Applications for permitted use for the period of November 2024 were presented as information.

4 Development Permit Applications

Chairman Alm stated deliberations and decisions would take place after all applications had been presented.

4.1 DA 135-24 Petrovic, Cody & Chelsae - Moved on residence & waiver setback request - Block X; Plan 6829Y

Hallett presented Development Permit 135-24, a request for the placement of a 28 ft x 50 ft, 1400 sq ft Moved on Primary Residence. A waiver to the front yard setback requirements of 150 ft, residence to be placed 62 ft from the front yard property line, 2nd Ave. And a waiver to the

secondary front yard requirements of 75 ft, residence to be placed 65ft from secondary front yard.

4.2 DA 152-24 Lenzen, Laura - Ramton Homes - Replace primary home with new build, 2,583 sq. ft. bungalow with attached 962 sq. ft. garage - SW-12-12-28-W4M

Hallett presented Development Application 152-24, a request for the construction of a 2583 sq ft Primary Residence, with a crawl space and a 962 sq ft attached garage. This would replace existing residence.

4.3 DA 144-24 Laybourne, Miles - Recreational, Equipment Storage - NE 31-16-28-W4M

Chisholm presented Development Application 144-24, a request for Recreational Vehicle Storage consisting of recreational vehicles, boats, farming and industrial equipment. Also, install on-site signage.

5 Subdivision Applications

5.1 Subdivision 2024-0-155 Klaas - NW1/4 23-12-28- W4M

Horvath presented Subdivision Application 2024-0-155, for the agricultural subdivision of Lot 1, Block 1, Plan 0612627, Government Road Allowance and NW-23-12-28-W4M (Certificate of Title No. 101 070 971, 961 118 251), to subdivide a 1.02 acre (0.413 ha) parcel fragmented by a developed road and consolidate the land with an existing 1.53 (0.617 ha) title and a proposed portion of closed road to create a new parcel approximately 3.07 acres (1.2414 ha) in size.

6 Miscellaneous

6.1 NRCB Decision re: LA24034 Van Driel Farms Ltd - NE-22-8-25 W4M

Chisholm presented NRCB a notice of approval LA24034 for the expansion at an existing beef confined feeding operation.

6.2 Notice of Public Hearing - Bylaw 2000 Land Use Bylaw Amendment - Town of Ft. Macleod

Chisholm presented a Notice of Public Hearing from the Town of Fort Macleod for Bylaw 2000 Land Use Bylaw Amendment.

7 Information Only

7.1 NRCB LA21025 Drilands Farms Ltd

Chisholm presented, for information only, a notice of decision approval for NRCB application LA21025.

7.2 Province of Alberta - Order in Council - Electric Energy Land Use and Visual Assessment Regulation

Chisholm presented, for information only, an Order in Council - Electric Energy Land Use and Visual Assessment Regulation.

7.3 Current AUC Proceedings - Renewables

Chisholm presented, for information only, an update of current AUC proceedings:

Proceeding 29317 - Abeyance Proceeding 29372 - Schedule Proceeding 27837 - Schedule

Resolution No: M-24/021 Moved by Member Van Driesten to go into closed session at 11:29 a.m. CARRIED UNANIMOUSLY

8 Closed Session

Resolution No: M-24/022 Moved by Member Hemmaway to come out of closed session at 11:47 a.m. CARRIED UNANIMOUSLY

9 Resolutions

9.1 7.2 Province of Alberta - Order in Council - Electric Energy Land Use and Visual Assessment Regulation

Resolution No: M-24/023

Moved by Member Sandberg to send a letter to Rural Municipalities of Alberta requesting information about the soil classification system being used, and requesting information from the province of Alberta on reclamation security in regards to which Agency will hold the security and how the security requirement will be determined.

CARRIED UNANIMOUSLY

9.2 4.1 DA 135-24 Petrovic, Cody & Chelsae - Moved on residence & waiver setback request - Block X; Plan 6829Y

Resolution No: M-24/024

Moved by Member Sandberg that Development Permit 135-24, a request for the placement of a 28 ft x 50 ft, 1400 sq ft Moved on Primary Residence. A waiver to the front yard setback requirements of 150 ft, residence to be placed 62 ft from the front yard property line, 2nd Ave. And a waiver to the secondary front yard requirements of 75 ft, residence to be placed 65ft from secondary front yard, be Approved, subject to the following conditions;

1. Prior to commencement of development, the developer/landowner shall enter into a development agreement with the Municipal District of Willow Creek and contact the Superintendent of Public Works prior to construction of an access, or approach road onto the subject lands. The road access, local road, and the municipal approach shall be constructed to municipal standards and in keeping with;

Municipal Access Culvert Policy 320-02 (copy attached). Municipal Minimum Local Road Standards Policy 320-07b (copy attached).

- 2. Private driveway shall be constructed to municipal standards and in keeping with Municipal Private Driveway Policy 320-26 (copy attached).
- 3. Prior to construction or commencement of the development, the developer/landowner shall obtain and comply with all necessary permits under the Alberta Safety Codes Act, (including building, electrical, gas, plumbing and private sewage) as required. Permits must be obtained by Superior Safety Codes Inc., Park Enterprises Ltd. or The Inspections Group Inc. accredited agencies on behalf of the municipality.
- 4. Developer/landowner shall comply with Land Use Bylaw 2018-05, Schedule 4 Standards of n Development, but not limited to, Section 12 Refuse Collection and Storage.
- 5. Apart from the approved waiver of the setback requirements of 62 ft from the front yard property line, and 65 ft from the secondary front yard. There shall be no additional development within 150 feet of the front yard, 75 feet from the secondary front yard, 25 feet from the side yard and 50 feet from the rear yard, unless a development permit is obtained that specifically varies the required setback to allow the development.
- 6. Developer/landowner shall enter into a service agreement with the MD of Willow Creek, and is responsible to connecting to municipal services, namely water and sewer in adherence to the City of Lethbridge standards and specifications.

CARRIED UNANIMOUSLY

9.3 4.2 DA 152-24 Lenzen, Laura - Ramton Homes - Replace primary home with new build, 2,583 sq.
 ft. bungalow with attached 962 sq. ft. garage - SW-12-12-28-W4M

Resolution No: M-24/025

Moved by Member Hemmaway that Development Application 152-24, a request for the construction of a 2583 sq ft Primary Residence, with a crawl space and a 962 sq ft attached garage, be approved, subject to the following conditions;

- 1. The landowner shall register an easement on title for their existing access road, that travels through SE & NE 12-12-28W4M.
- 2. Prior to construction or commencement of the development, the developer/landowner shall obtain and comply with all necessary permits under the Alberta Safety Codes Act, (including building, electrical, gas, plumbing and private sewage) as required. Permits must be obtained by Superior Safety Codes Inc., Park Enterprises Ltd. or The Inspections Group Inc. accredited agencies on behalf of the municipality.

- 3. Applicant/landowner shall comply with Land Use Bylaw No. 1826, Schedule 4 Standards of Development, but not limited to, Section 27 Dark Sky Standards.
- 4. There shall be no development within 20 feet of adjacent property lines and 75 feet of the municipal road allowance boundary, including trees and board/plank/chain link fences, unless a development permit is obtained that specifically varies the required setback to allow the development.

Informative: Municipal Planning Commission decision based on the 2014 Flood Photo and Weather Data information presented.

CARRIED UNANIMOUSLY

9.4 4.3 DA 144-24 Laybourne, Miles - Recreational, Equipment Storage - NE 31-16-28-W4M Resolution No: M-24/026

Moved by Member Sandberg that Development Application 144-24, a request for Recreational Vehicle Storage consisting of recreational vehicles, boats, farming and industrial equipment. Also, install on-site signage, be postponed until the January MPC meeting pending additional information.

9.5 5.1 Subdivision 2024-0-155 Klaas - NW1/4 23-12-28- W4M

Resolution No: M-24/027

Moved by Member Hemmaway that Subdivision Application 2024-0-155, for the agricultural subdivision of Lot 1, Block 1, Plan 0612627, Government Road Allowance and NW-23-12-28-W4M (Certificate of Title No. 101 070 971, 961 118 251), to subdivide a 1.02 acre (0.413 ha) parcel fragmented by a developed road and consolidate the land with an existing 1.53 (0.617 ha) title and a proposed portion of closed road to create a new parcel approximately 3.07 acres (1.2414 ha) in size, be Approved subject to the following conditions;

- 1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the M.D. of Willow Creek No. 26.
- 2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the M.D. of Willow Creek No. 26 which shall be registered concurrently with the final plan against the title(s) being created.
- 3. That the subdivided portion of the NW1/4 23-12-28-W4M shall be consolidated with the adjacent Lot 1, Block 1, Plan 0612627 and a closed portion of the Government Road Allowance as indicated on the tentative survey sketch prepared by Brown Okamura and Associates dated October 15, 2024 in a manner such that the resulting Certificate of Title could not be subdivided without the approval of the Subdivision Authority.

CARRIED UNANIMOUSLY

10	Adjournment Resolution No: M-24/028	
	Moved by Member Nelson to adjourn at	t 11:52 a.m.
	CARRIED UNANIMOUSLY	
		Chairman

Chief Administrative Officer



MD of Willow Creek

Meeting Minutes

Municipal Planning Commission November 13, 2024 - 09:00 AM

Chairman Glen Alm
Deputy Chairman Evan Berger
Member John Van Driesten
Member John Kroetsch
Member Maryanne Sandberg
Member Earl Hemmaway
Member Brian Nelson

Present in Chambers:

Chief Administrative Officer Derrick Krizsan
ORRSC Senior Planner Diane Horvath
Director of Planning and Development Cindy Chisholm
Development Officer / Recording Secretary Jay Hallett

News Correspondent Micky Dumont

Gallery:
Miles Laybourne
Shirley Pocock
Dave & Barb Poulsen

1 Call to Order - by the Chief Administrative Officer Derrick Kriszan

The meeting was called to order by CAO Kriszan at 9:00 a.m.

1.1 Election of Chairman

Resolution No: M-24/106

CAO Krizsan called for nominations for the position of Chairman for the Municipal Planning Commission.

Member Sandberg nominated Member Alm for the Position of Chair for the Municipal Planning Commission. Member Alm accepted the nomination.

CAO Krizsan called three times for nominations.

Moved by Member Berger, nominations ceased.

CARRIED UNANIMOUSLY

Chairman for the Municipal Planning Commission is Member Alm.

1.2 Election of Deputy Chairman

Resolution No: M-24/107

Chairman Alm called for nominations for the position of Deputy Chair for the Municipal Planning Commission.

Member Hemmaway nominated Member Berger for the position of Deputy Chairman for the Municipal Planning Commission.

Chairman Alm called three times for nominations.

Moved by Member Sandberg, nominations cease.

CARRIED UNANIMOUSLY

Deputy Chairman for the Municipal Planning Commission is Member Evan Berger.

2 Minutes

The minutes of the Municipal Planning Commission meeting held on October 9, 2024 were

presented for adoption.

2.1 Municipal Planning Commission October 9, 2024 Meeting Minutes

Resolution No: M-24/108

Moved by Member Sandberg the minutes of the October 9, 2024 meeting be adopted as presented.

CARRIED UNANIMOUSLY

3 Presentation of Development Applications

3.1 Permitted Use Development Applications - Approved for October 2024

The approved Development Permit Applications for permitted use for the period of October 2024 were presented as information.

4 Development Permit Applications

Chairman Alm stated deliberations and decisions would take place after all applications had been presented.

4.1 DA 138-44 Van Driel Farms Ltd. - waiver request of road allowance setbacks for catch basin - NE 22-08-25-W4M

Chisholm presented Development Permit application 138-24, a request for a waiver of the 75 ft. setback requirement from municipal road right of way, Twp 84, to accommodate the existing (14' \times 20' \times 6' deep) concrete pit for run off.

4.2 DA 142-24 T&H Ventures Ltd.- Home Occ-Major- Agriculture/Heavy Duty Mechanic Shop & Parking area - Lot 1; Block 1; Plan 1412734 (Ptn. of NE 9-16-27-W4)

Chisholm presented Development Permit application 142-24, a request for a Home Occupation, Major – Agricultural / Heavy Duty Mechanic shop and parking area. During discussions it was highlighted that a Home occupation would not be a suitable and it was proposed that the application should be for a 'Vehicle Services and Repairs Business'.

4.3 DA 144-24 Miles Laybourne - Recreational Vehicle, Farm/Industrial Equipment Storage & Signage - NE 31-16-28-W4M

Chisholm presented Development Application 144-24, a request for recreational vehicle storage consisting of recreational vehicles, boats, farming and industrial equipment. Also, install on-site signage.

4.4 DA 145-24 McCullough, Randy & Helen - Allow to remain & waiver request of road allowance setbacks for structures - Lot 1; Block 3; Plan 0812967 (Ptn of SE 31-13-28-W4)

Chisholm presented Development Permit application 145-24, a request to allow to remain: 3.07m x 7.12m animal shelter and waiver request of the 22.86m minimum setback requirement from the municipal road right of way for the animal shelter and two sheds.

4.5 DA 146-24 Poulsen, David & Barb - replace existing primary residence - Block A; Plan 8211443 (Ptn of NW 01-10-27-W4M)

Chisholm presented Development Permit application 146-24, a request to replace primary residence with a previously owned 1,150 sq. ft. bungalow.

5 Subdivision Applications

5.1 Subdivision 2024-0-150 Hutt. Brethren of Ivy Ridge - SE-7-16-26-W4M

Horvath presented Subdivision Application 2024-0-150, a request for the Country Residential subdivision of SE1/4 7-16-26-W4M (Certificate of Title No. 241 117 875 +1), to create one new parcel approximately 10.0 acres (4.04 ha).

6 Miscellaneous

6.1 NRCB LA24032 Buijs River Valley Ranch - SW-32-8-24 W4M

Chisholm presented a notice of application deemed complete letter from the NRCB, for application LA24032, an application to increase the number of beef finishers from 1,460 to 3,000, construct a row of pens (152.4 mx 42.7 m) and a catch basin (34.0 m x 23.0 m 2.0 m deep).

6.2 Tollestrup Construction (2005) Inc. - Request for Consent - Alternative Reclamation Material - SE-15-9-26-W4M

Chisholm presented a letter from Twerdoff & Associates Inc. asking the Municipality for consent to use imported reclamation material in their pit located at SE-15-9-26-W4M.

Councilor Van Driesten steps out of meeting at 10:24 a.m.

7 Information Only

7.1 Fort Macleod Notice of Decision DP 109-24 Animal Shelter - Lot 1, Block 1, Plan 9111948

Chisholm presented, for information only, a notice of decision for development application 109-24, to install four (4) steel $48^{\prime\prime} \times 42^{\prime\prime} \times 48^{\prime\prime}$ self-contained animal shelter/ kennel units into the northeast corner of the existing building for temporary holding until shelter spaces become available.

7.2 Ft. Macleod (referral) Notice of Decision DP 112-24 Charlie Olineck, The Dogs Haus - Lot 7, Block 48, Plan 1213235

Chisholm presented, for information only, a notice of decision for development application 112-24, to add uses to existing four (4)bay building; Public Pet grooming services up to six (6) dogs daily (no boarding) and private use(third party security company hires) to house up to eight (8)working dogs; security, detection and law enforcement k9's overnight while not on duty.

7.3 Subdivision Decision 2024-0-119 Town of Stavely - NW-9- 14-27-W4M

Chisholm presented, for information only, a notice of decision for subdivision 2024-0-119, for the Public Institutional subdivision of Lot 2, Block 19, Plan 0815102 and Access Roadway, Plan 6656HA within NW1/4 9-14-27-W4M (Certificate of Title No. 161 042 972 +1, 151P216A), to create a 10.79-acre (4.37 ha) lot from a title of 51.55 acres (20.86 ha) for public use.

Councilor Van Driesten returned to meeting at 10:39 a.m.

7.4 NRCB Compliance Directive CD 24-07 - Van Driel Farms Ltd. - NE-22-8-25-W4M

Chisholm presented, for information only, NRCB compliance directive CD 24-07, relating to the unauthorized construction of two manure collection areas: an earthen catch basin and concrete manure runoff transfer pit at Van Oriel Farms Ltd, which is a beef feedlot confined feeding operation (CFO).

7.5 Clem Geo Energy - Radiant Dawn Energy Park - Proceeding 29267

Chisholm presented, for information only, AUC filings, including a notification from the AUC of an adjournment of proceeding 29267. AUC directs Clem Geo Energy to file a letter by January 17, 2025

7.6 NEOEN - Jumbo Solar Project - Proceeding 29317

Chisholm presented, for information only, AUC filings, including, a notice of request to NEOEN for additional information for applications 29317-A001 to 29317-A003.

7.7 NEOEN - Sweetgrass Solar Project - Proceeding 29372

Chisholm presented, for information only, AUC filings, including a notice of request to NEOEN for additional information for the applications 29372-A001 to 29372-A003, an application for battery energy storage system, and Sweetgrass 1160S Substation.

7.8 SPWC - Willow Ridge Wind Project - Proceeding 27837

Chisholm presented, for information only, AUC filings, including, notice of hearing for proceeding 27837.

Resolution No: M-24/109

Moved by Member Kroetsch to go into Closed Session at 10:37 a.m.

CARRIED UNANIMOUSLY

8 Closed Session

Resolution No: M-24/110

Moved by Member Hemmaway to come out of Closed Session at 11:41 a.m.

CARRIED UNANIMOUSLY

9 Resolutions

9.1 4.1 DA 138-44 Van Driel Farms Ltd. - waiver request of road allowance setbacks for catch basin - NE 22-08-25-W4M

Resolution No: M-24/111

Moved by Member Van Driesten that Development Permit application 138-24, a request for a waiver of the 75 ft. setback requirement from municipal road right of way, Twp 84, to accommodate the existing (14' \times 20' \times 6' deep) concrete pit for run off, be **Approved**, subject to the following conditions;

- 1. Waiver of the 75ft. minimum setback requirement, for the 14ft.x 20ft.x 6ft. deep concrete catch basin with barrier, be <u>approved</u>, and to be located at 55.18ft. (16.82m) from Twp 84 right of way, as shown on the Brown Okamura & Associates Ltd. surveyed sketch plan 24-16329SK, dated March 11, 2024.
- 2. Barrier shall remain installed around the perimeter of the concrete pit and maintained for the duration of using the concrete catch basin.
- 3. There shall be <u>no</u> further development within 20ft. (6.1m) of the adjacent property lines and 75ft (22.86m) minimum setback requirement of the municipal road allowance right of way, including trees and board/plank/chain link fences, unless a development permit is obtained that specifically varies the required setback to allow the development.

CARRIED UNANIMOUSLY

9.2 4.2 DA 142-24 T&H Ventures Ltd.- Home Occ-Major- Agriculture/Heavy Duty Mechanic Shop & Parking area - Lot 1; Block 1; Plan 1412734 (Ptn. of NE 9-16-27-W4)
Resolution No: M-24/112

Moved by Member Sandberg that Development Permit application 142-24, a request for a vehicle service and repairs business and parking area, be **Approved**, subject to the following conditions;

- 1. Prior to construction or commencement of the development, the developer/landowner shall obtain and comply with all the necessary permits under the Alberta Safety Codes Act, (including building, electrical, gas, plumbing and private sewage) as required. Permits must be issued by an accredited agency on behalf of the municipality, Park Enterprises Ltd. or Superior Safety Codes Inc., The Inspections Group Inc.
- 2. Prior to becoming operational a municipal business license shall be obtained and maintained pursuant to Municipal Business License Bylaw No. 1603.
- 3. Prior to commencement the applicant shall obtain any required approval, permit, authorization, consent or license to ensure compliance with applicable provincial and municipal legislation. Copies shall be submitted to the Municipal District office.
- 4. Private driveway shall be improved in accordance with Policy 320-26 the Private Driveway Policy 320-26.
- 5. Applicant shall comply with Land Use Bylaw 1826, Schedule 4 Standards of Development.
- 6. The property shall be maintained in a neat and orderly manner and always kept clear of all refuse.
- 7. There shall be no placement of signage association with the business unless a development permit is obtained from the Municipal District.
- 8. There shall be no development within 20 feet (6.09m) of the adjacent property lines and 75 feet (22.86m) of the municipal road allowance right of way, including trees and board/plank/chain link fences, unless a development permit is obtained that specifically varies the required setback to allow the development.

CARRIED UNANIMOUSLY

9.3 4.3 DA 144-24 Miles Laybourne - Recreational Vehicle, Farm/Industrial Equipment Storage & Signage - NE 31-16-28-W4M

Resolution No: M-24/113

Moved by Member Berger that Development Application 144-24, a request for recreational

vehicle storage consisting of recreational vehicles, boats, farming and industrial equipment. Also, install on-site signage, be **Postponed**, pending the submission of more information.

CARRIED UNANIMOUSLY

9.4 4.4 DA 145-24 McCullough, Randy & Helen - Allow to remain & waiver request of road allowance setbacks for structures - Lot 1; Block 3; Plan 0812967 (Ptn of SE 31-13-28-W4) Resolution No: M-24/114

Moved by Member Hemmaway that Development Permit application 145-24, a request to allow to remain: 3.07m x 7.12m animal shelter and waiver request of the 22.86m minimum setback requirement from the municipal road right of way for the animal shelter and two sheds, be **Approved**, subject to the following conditions;

1. Waiver of the 75ft. (22.86m) minimum setback requirement for the 3.67m x 3.10m shed to be set to 54.3ft. (16.56m) from municipal road allowance, Flying E Road, as per the Brown Okamura & Associates Ltd., Real Property Report, dated October 16, 2024, be granted.

Waiver of the 75ft. (22.86m) minimum setback requirement for the 4.27m x 3.05m shed to be set to 69.3ft. (21.12m) from municipal road allowance boundary, Flying E Road, as shown on the Brown Okamura & Associates Ltd., Real Property Report, dated October 16, 2024, be granted.

The Municipal Planning Commission (MPC) concluded that the location of the existing $3.07m \times 7.12m$ animal shelter located within the municipal road allowance boundary (as shown on the Brown Okamura & Associates Ltd., Real Property Report, dated October 16, 2024) is not safe and has **REFUSED** the waiver for the following reason

- A. Location of animal shelter does not meet the applicable measurable standard, minimum setback requirements, of the Municipal Land Use Bylaw.
- B. The 75ft. (22.86m) minimum setback requirement from municipal road allowance boundary as required by Schedule 2, Rural General (RG) land use district, Section 3, is to ensure public safety near roadways. There is no apparent hardship on the lands that would preclude the applicant from locating the animal shelter to comply with the 75ft. (22.86m) minimum setback requirement from the municipal road allowance boundary, Flying E Road.
- 2. The applicant shall comply with Land Use Bylaw 1826, Schedule 4 Standards of Development.
- 3. There shall be no further development within 20 feet (6.09m) of the adjacent property lines and 75 feet (22.86m) of the municipal road allowance right of way, including trees and board/plank/chain link fences, unless a development permit is obtained that specifically varies the required setback to allow the development.

CARRIED UNANIMOUSLY

9.5 4.5 DA 146-24 Poulsen, David & Barb - replace existing primary residence - Block A; Plan8211443 (Ptn of NW 01-10-27-W4M)

Resolution No: M-24/115

Moved by Member Kroetsch that Development Permit application 146-24, a request to replace primary residence with a previously owned 1,150 sq. ft. bungalow, be **Approved**, subject to the following conditions;

- 1. The applicant shall comply with the Geotechnical Evaluation, dated August 2023, prepared by BDT Engineer Ltd.
- 2. Prior to construction or commencement of the development, the developer/landowner shall obtain and comply with all the necessary permits under the Alberta Safety Codes Act, (including building, electrical, gas, plumbing and private sewage) as required. Permits must be issued by an accredited agency on behalf of the municipality, Park Enterprises Ltd., Superior Safety Codes Inc., or The Inspections Group Inc.
- 3. Developer/landowner shall comply with Land Use Bylaw No. 1826, Schedule 4 Standards of Development.
- 4. There shall be no development within 20 feet of adjacent property lines and 75 feet of the municipal road allowance boundary, including trees and board/plank/chain link fences, unless a development permit is obtained that specifically varies the required setback to allow

the development.

Informative: Municipal Planning Commission decision based on the 2014 Flood Photo and 2014 Weather Data information presented.

CARRIED UNANIMOUSLY

9.6 5.1. Subdivision 2024-0-150 Hutt. Brethren of Ivy Ridge - SE-7-16-26-W4M Resolution No: M-24/116

Moved by Member Berger that Subdivision Application 2024-0-150, a request for the Country Residential subdivision of SE1/4 7-16-26-W4M (Certificate of Title No. 241 117 875 +1), to create one new parcel approximately 10.0 acres (4.04 ha), be **Approved**, subject to the following conditions;

- 1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the M.D. of Willow Creek No. 26.
- 2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the M.D. of Willow Creek No. 26 which shall be registered concurrently with the final plan against the title(s) being created.
- 3. That the utility right of way requested by ATCO Gas is provided prior to finalization.

CARRIED UNANIMOUSLY

9.7 6.1 NRCB LA24032 Buijs River Valley Ranch - SW-32-8-24 W4M Resolution No: M-24/117

Moved by Member Van Driesten that a letter be sent to the NRCB stating that;

The increase in animal numbers will also increase municipal road use, Range Road 245, and will result in keeping the road in a reasonable state of repair and managed.

The MDWC recommends that upon a NRCB approval and prior to commencing with populating the animal numbers, that the applicant/landowner contact the Director of Infrastructure Craig Pittman to discuss road upgrades that maybe required to.

Ensure appropriate measures to mitigate all drainage of manure run-off from accessing the named or unnamed tributaries in the vicinity that affect the Belly River.

CARRIED UNANIMOUSLY

9.8 6.2 Tollestrup Construction (2005) Inc. - Request for Consent - Alternative Reclamation Material - SE-15-9-26-W4M

Resolution No: M-24/118

Moved by Member Berger that a letter of approval of the request for consent, be sent to Twerdoff & Associates Inc., working on behalf of Tollstrup Construction, upon the approval of Alberta Environment and Protected Areas (AEPA) and requirements are met. A copy of the AEPA approval shall be submitted to the M.D. of Willow Creek No. 26 for the land file.

CARRIED UNANIMOUSLY

10	Adjournment Resolution No: M-24/119		
	Moved by Member Van Driesten to adjourn at 11:56 a.m. CARRIED UNANIMOUSLY		
		Chairman	

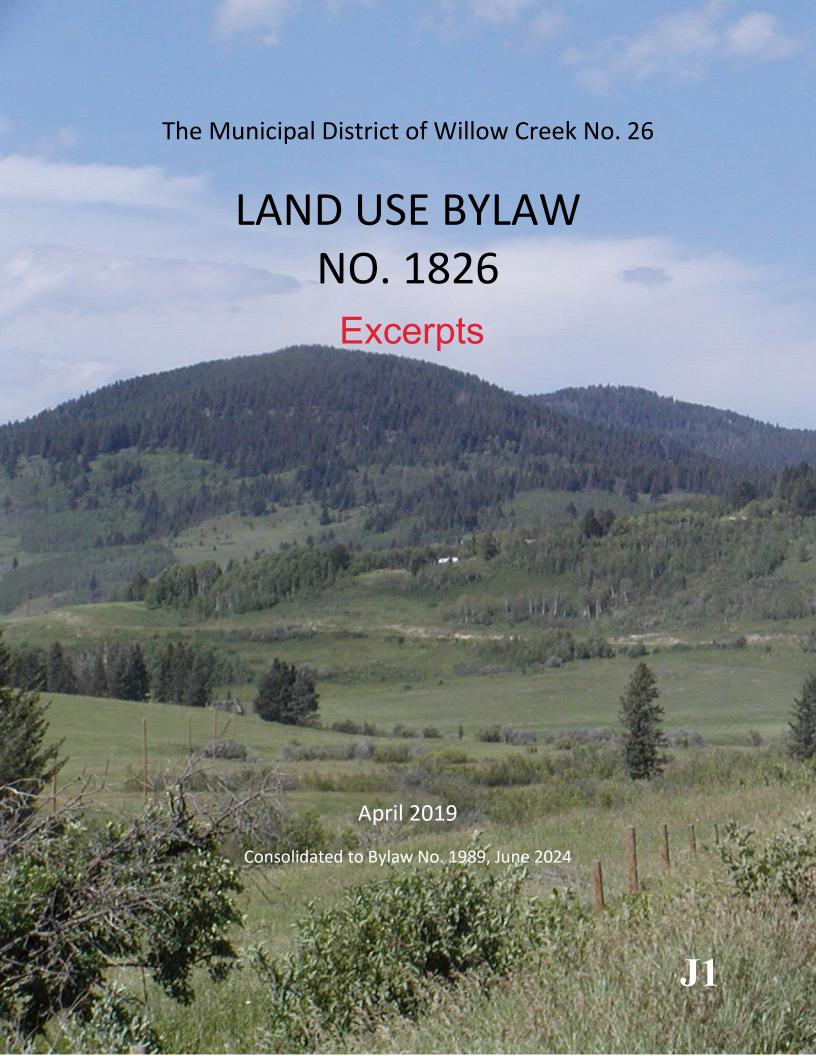
Chief Administrative Officer

THE MUNICIPAL DISTRICT OF WILLOW CREEK NO. 26

Box 550, Claresholm, Alberta T0L 0T0 Phone: (403) 625-3351 Fax: (403) 625-3886

AGREEMENT FOR TIME EXTENSION

Form J	Application No. 144-24
I/We Miles Laybourne being the registered owner	er or person authorized to act on behalf of the
registered owner with respect to:	
Application No. 144-24 (Deemed compl	
For: Proposed: Recreational Vehicle Storage consis	sting of recreational vehicles, boats, farming and
industrial equipment	
Located on (legal description): NE 31-16-28-W4M	
Do hereby agree to a time extension of: Thirty (30)	days, until
January 10, 2025 (MPC meeting on Januar	
On the understanding if a decision has not been	
refused and appeal to the Development Appeal Board	
Government Act, Revised Statutes of Alberta 2000, Ch	napter M-26, with amendments thereto.
Signature of Registered Owner/	Signature of Witness
Person acting on behalf of:	
Dato: December 12th, 2024	
Dato: Yecember 12 , 2021	
Signature of Development Officer	Signature of Witness
The Municipal District of Willow Creek No. 26	
Date: Dec 13 4 / 2024	





Schedule 2

LAND USE DISTRICT REGULATIONS

RURAL GENERAL - RG

INTENT

The intent of this land use district is to provide for the protection of agricultural land by limiting and regulating development other than cultivation or grazing, through the following permitted, discretionary and prohibited land uses.

1. LAND USES

(1) Permitted Uses*

Accessory buildings

Accessory structures

Farmstead

Home occupation, minor

Mobile home

Modular home

Primary residence

Ready to move structure (RTM)

Residential addition, porch, veranda

Solar energy system, individual – ground mounted

Solar energy system, individual – roof or wall mounted

Sea can for storage use

Secondary residence

Wind Energy Conversion System, individual

(2) Discretionary Uses

Abattoir

Airplane hangar

Airport site or airstrip

Alternative/renewable energy

Animal care service, large

Animal care service, small

Aquaculture operation

Archery range, private

Artificial insemination facility

Bed and breakfast

Cabin

^{*}See Schedule 3, Development Not Requiring a Development Permit



Cemetery

Church

Community facility

Day care facility

Duplex

Employee housing

Family campground

Farm supplies and service

Food processing

Food service/catering

Garage suite

Garden center

Garden suite

Greenhouse

Guest ranch

Helipad

Heliport site

Holiday trailer and RV storage

Home care service

Home occupation, major

Household repair service

Intensive horticulture

Intensive livestock operation

Kennel - Category 1 and 2

Lodge

Market garden

Moved-in building for non-farm use

Multi-family unit

Office

Outdoor storage

Private riding stable and arena

Private rifle range

Private rodeo grounds

Public and private institutional use

Public and private utility

Public park and recreation

Ready-to-move structure (RTM)

Recreation vehicle storage

Residential addition within the minimum distance separation

School

Sea can storage

Sign

Sod farm

Sports club

Subsequent residence

Surveillance suite



Taxidermy

Tourist home

Towers

Travel agency

Vehicle service and repair

Visitor accommodation

Warehouse store

Warehouse

Welding shop

Wind Energy Conversion System, industrial

Workshop

(3) Prohibited Uses

Any use not found in Permitted or Discretionary, and not considered a similar use, shall be prohibited, unless the lands are redesignated to accommodate the development.

PARCEL AND LOT SIZES

(1) Extensive Agriculture

- (a) existing parcels;
- (b) 64.75 ha (160 acres) or an unsubdivided quarter section.

(2) Farmsteads

- (a) existing parcels;
- (b) minimum of 1.21 ha (3 acres);
- (c) maximum of 4.05 ha (10 acres);
- (d) at the discretion of the Municipal Planning Commission for fragmented parcels.

(3) Horticultural Uses

- (a) existing parcels;
- (b) minimum of 1.21 ha (3 acres);
- (c) at the discretion of the Municipal Planning Commission for fragmented parcels.

(4) Intensive Livestock Operations / Confined Feeding Operations

The parcel size shall remain the same size for which the development approval was originally issued.

(5) Vacant Country Residential

- (a) existing parcels;
- (b) minimum of 1.21 ha (3 acres);
- (c) maximum of 2.02 ha (5 acres).



(6) All Other Uses

Parcel and lot sizes for all other land uses shall be determined by the Municipal Planning Commission after consideration of comments from relevant agencies and in accordance with, but not limited to, the *Municipal Government Act*, a regional plan, the Subdivision and Development Regulation, this Land Use Bylaw, the Municipal Development Plan and any other applicable legislation or regulations.

3. MINIMUM SETBACK REQUIREMENTS

- (1) All buildings, structures and development other than cultivation or grazing shall be setback from lot or parcel boundaries at least:
 - (a) 22.86 m (75 feet) from the right-of-way of any developed or undeveloped roadway not designated as a highway in the Memorandum of Agreement between Alberta Transportation and the Municipal District of Willow Creek No. 26;
 - (b) such distances as required by Alberta Transportation for roads designated as highways in the Memorandum of Agreement;
 - (c) any greater distance which may be required by the designated officer or the Municipal Planning Commission in order to facilitate future road widening, service road dedication, and reduce potential snow drifting, or vision restrictions;
 - (d) at least 6.1 m (20 feet) from adjacent property lines.
- (2) The Municipal Planning Commission may establish a minimum setback from any existing residence where a proposed discretionary use may be incompatible with the residential use.
- (3) All buildings, structures and development other than extensive cultivation or grazing on parcels having frontage on a primary highway may have special requirements for setback, access and service roadways imposed as a condition of approval by the Municipal Planning Commission in accordance with the requirements of Alberta Transportation and the *Highways Development* and *Protection Act, Chapter H-8.5, Revised Statutes of Alberta 2004, as amended*.
- (4) All buildings, structures and development to be located in close proximity to an escarpment, coulee break, river bank or other geographical feature may have special requirements for setback as determined by the Municipal Planning Commission.
- (5) The Municipal Planning Commission, or the Subdivision and Development Appeal Board, shall require the developer to meet or exceed the Minimum Distance Separation (MDS) requirements, unless waived, as calculated by the designated officer or representatives of the appropriate government department for all developments which propose to:
 - (a) construct a new intensive livestock operation;
 - (b) expand or add to an existing intensive livestock operation;
 - (c) construct or relocate a country residence or dwelling unit in close proximity to an existing intensive livestock operation or confined feeding operation.



(6) At its discretion, the Municipal Planning Commission, or on appeal the Subdivision and Development Appeal Board, may allow for residential additions to existing dwellings located within the MDS calculation of an Intensive Livestock Operation pursuant to Section 643(5)(c) of the Municipal Government Act.

4. SITE COVERAGE

Unless specified elsewhere in this bylaw, the maximum site coverage percentage of buildings and structures on the parcel shall be as determined by the Municipal Planning Commission.

5. EXTENSIVE AGRICULTURE LAND USES

The minimum parcel size for extensive agriculture shall be 64.75 ha (160 acres), less any registered exceptions from a quarter section title consisting of:

- (a) a highway, municipal roadway, canal, irrigation ditch, easement or right-of-way; or
- (b) any other area of land use for public use; or
- (c) a country residential parcel not greater than 4.05 ha (10 acres) in size.

6. FARMSTEAD LAND USES

The site of a farmstead or primary farm residence may be approved to create a separate parcel provided:

- (a) the area of the proposed lot shall be a minimum of 1.21 ha (3 acres) but no greater than:
 - (i) a maximum of 4.05 ha (10 acres); or
 - (ii) the area described in a fragmented parcel;
- (b) the area of the proposed lot shall be limited by the location or extent of physical characteristics including access to the proposed lot;
- (c) the proposed lot on which the farmstead is located and the proposed residual lot both have direct legal or physical access to a public roadway;
- (d) the access is satisfactory to Alberta Transportation where the access is within 304.80 m (1,000 feet) of a designated highway;
- (e) the access is satisfactory to the Municipal Planning Commission in the case of other public roadways;
- (f) the size and location of the proposed lot will not significantly affect any irrigation system in the area:
- (g) any residual lot created is at least 56.66 ha (140 acres) in area.

7. EXISTING PARCELS

The enlargement, reduction or realignment of an existing separate parcel may be approved if:

(a) the additional lands required are to accommodate existing or related improvements;



- (b) the proposal is to rectify or rationalize existing habitational, occupancy, cultivation or settlement patterns;
- (c) no additional parcels are created over and above those presently in existence;
- (d) the proposed new lot and residual lost will continue to have legal and physical access to a public roadway, adequate development setbacks, and a suitable building site; and
- (e) the size, location and configuration of the proposed lot will not significantly affect any irrigation or transportation system in the area.

8. HORTICULTURAL USES AND INTENSIVE AGRICULTURAL OPERATIONS

- (1) The site of a horticultural use may be approved for development, expansion, or for the creation of a separate parcel provided:
 - (a) the area of the proposed parcel shall be a minimum of 1.21 ha (3 acres);
 - (b) the proposed location is suitable for and will be developed for the proposed use within a period of one year;
 - (c) the proposed use or operation will be developed in such a manner no run-off water can directly enter any waterbody, watercourse, groundwater, irrigation system, public roadway ditch or riparian area;
 - (d) there will be adequate provision for waste treatment, temporary waste storage facilities and arrangements for waste disposal on the operator's own land or any other land, in accordance with standards set by the appropriate provincial departments; and
 - (e) the proposed use otherwise complies with legislation and regulations relating to such uses.
- (2) Before considering an application to develop or expand an intensive livestock operation, the designated officer or the Municipal Planning Commission shall notify in accordance with the procedures established by this bylaw:
 - (a) all owners of land located within 2 miles (3.2 km), or such greater distance as established by the Municipal Planning Commission, of the proposed development or lot;
 - (b) Natural Resources Conservation Board;
 - (c) the appropriate health authority;
 - (d) any adjacent rural municipality or a town or village, if the proposed use is less than 3.2 km (2 miles) from the boundary of the municipality;
 - (e) any other person the Municipal Planning Commission and/or the designated officer determines is likely to be affected; and
 - (f) any other entity identified in a duly adopted Intermunicipal Development Plan.
- (3) Before rendering a decision on any application to develop or expand an intensive livestock operation, the Municipal Planning Commission, or on appeal, the Subdivision and Development Appeal Board, shall ensure:



- (a) the Minimum Distance Separation (MDS) requirements are met or exceeded in all instances, as outlined in the most recent Agricultural Operation Practices Act;
- (b) the proposed operation can provide at least 120 percent of the recommended land base outlined in the Agricultural Operation Practices Act for manure disposal; and
- (c) the operation can provide a minimum of one year storage capacity on site for the storage and/or retention of manure, or as recommended by the appropriate provincial departments.
- (4) The designated officer or the Municipal Planning Commission, as a condition of approval of any application to develop or expand an intensive livestock operation, may attach special conditions as considered necessary to those applications located in the following areas:
 - (a) less than 3.2 km (2 miles) from a town, village or designated hamlet;
 - (b) less than 3.2 km (2 miles) from a provincial, regional or municipal park or recreation area;
 - (c) less than 3.2 km (2 miles) from an existing or approved grouped country residential development;
 - (d) less than 3.2 km (2 miles) from either side of a designated highway, unless provided for in an area structure plan approved by Alberta Transportation;
 - (e) within such distance of other roads such as designated scenic, tourist or recreational access roads as established in a municipal bylaw; or
 - (f) adjacent to an environmentally significant area, regionally sensitive area, riparian area or a waterbody.
- (5) The designated officer or the Municipal Planning Commission, as a condition of approval of any application to develop or expand an intensive livestock operation, may:
 - (a) limit the maximum number of animals per acre as a condition of a development permit;
 - (b) require the acquisition of a satisfactory assessment as issued by the Natural Resources Conservation Board;
 - (c) require periodic inspections by the designated officer be made to verify continuing conformity with all conditions of the development permit; and
 - (d) require incorporation or direct injection of manure.
- (6) An existing intensive livestock operation duly commenced prior to any municipal land use planning regulations or bylaws shall be allowed to operate in its present state until such time the use has been discontinued for a period of at least 24 months or when the operation undertakes an expansion.
- (7) An existing intensive livestock operation duly commenced and authorized by the issuance of a development permit under a previous land use bylaw which does not meet the present development criteria shall be allowed to operate in its present state until such time as the use has been discontinued for a period of at least 24 months or when the operation undertakes an expansion.



9. COUNTRY RESIDENTIAL LAND USES

The site of a single country residence may be recommended for approval to create a separate parcel from an unsubdivided quarter section provided:

- (a) the area of the proposed lot shall be a minimum of 1.21 ha (3 acres) and in general shall be as small as possible in order to conserve agricultural land, but in any instance, no greater than a maximum of 4.05 ha (10 acres);
- (b) the area of the proposed lot shall be limited by the location and extent of physical characteristics and land required for physical access to the proposed lot;
- (c) the proposed single residential lot is suitable for the proposed use;
- (d) the proposed single residential lot is or can be serviced to the satisfaction of the Municipal Planning Commission;
- (e) the proposed lot on which the country residence is located and the proposed residual lot both have direct legal or physical access to a public roadway;
- (f) the access is satisfactory to Alberta Transportation where the access is onto or within 304.8 (1,000 feet) of a designated highway;
- (g) the access is satisfactory to the Municipal Planning Commission;
- (h) the size and location of the proposed lot will not significantly affect any irrigation system in the area;
- (i) the residence located on the proposed single residential lot is at least 0.8 km (½ mile) from a noxious industry;
- (j) any residual lot created is at least 56.66 ha (140 acres) in area; and
- (k) the residence on the proposed lot meets or exceeds the raw Minimum Distance Separation (MDS) requirement, unless waived, from an existing intensive livestock operation, as it appears in the most recent edition of the *Agricultural Operation Practices Act*.

10. RIVER VALLEYS AND SHORELANDS

- (1) Before approving any application to locate or expand any land use in or adjacent to a river valley or shoreland area which requires a land use bylaw waiver, the Municipal Planning Commission shall refer such an application to any local, regional, provincial or federal government agency.
- (2) No application to locate or expand any land use in or adjacent to a river valley or shoreland area shall be approved unless, in the opinion of the Municipal Planning Commission, the proposal will not:
 - (a) be located in a flood prone area;
 - (b) cause soil erosion or damage to a river bank;
 - (c) cause deterioration of water quality;
 - (d) hinder the flow of water to the river;



- (e) be detrimental to an environmentally significant area, regionally sensitive area, critical wildlife zone, riparian area or a waterbody;
- (f) have a detrimental effect on adjoining or nearby agricultural operations if the proposed development is for a non-agricultural use;
- (g) have a detrimental effect on existing or proposed recreation areas; and
- (h) have a detrimental effect on existing or proposed irrigation canals or water diversion structures.

11. SERVICES, TRANSPORTATION AND UTILITIES FACILITIES

- (1) No application to locate or expand any land use shall be approved unless, in the opinion of the Municipal Planning Commission, the proposed use will not have a detrimental effect on any:
 - (a) transportation or communication systems, including designated highways, municipal roadways, railways, airport sites or communication facilities;
 - (b) an environmentally significant area, regionally sensitive area, critical wildlife zone, riparian area, waterbody, area of historic or archaeological significance; or
 - (c) utility facilities, including irrigation works, pipelines and transmission lines.
- (2) Any application for development located in the vicinity of a sour gas pipeline shall be circulated to the appropriate government department for comment.
- 12. STANDARDS OF DEVELOPMENT See Schedule 4.
- 13. MOBILE/MODULAR HOME DEVELOPMENT STANDARDS See Schedule 5.
- 14. MODULAR HOME COMMUNITY STANDARDS See Schedule 6.
- 15. MOVED-IN BUILDINGS See Schedule 7.
- 16. OFF-STREET PARKING AND LOADING AREA REQUIREMENTS See Schedule 8.
- 17. SIGN REGULATIONS See Schedule 9.
- **18. HOME OCCUPATIONS** See Schedule 10.
- 19. WIND ENERGY CONVERSION SYSTEMS See Schedule 11.
- **20. SOLAR ENERGY SYSTEMS AND ALTERNATIVE/RENEWABLE ENERGY** See Schedule 12.
- 21. KENNEL REGULATIONS See Schedule 13.
- 22. INTENSIVE LIVESTOCK OPERATIONS See Schedule 16.
- **23. FEES** See Appendix C.

J10



20. LANDSCAPING

- (1) The front yard (except for sidewalks and driveways) of development in a designated hamlet shall be landscaped to the satisfaction of the designated officer.
- (2) In the case of corner lots in a designated hamlet, the side street frontage shall be landscaped to the satisfaction of the designated officer.
- (3) Landscaping may consist of any or all of the following:
 - (a) trees, shrubs, lawn, flowers;
 - (b) large feature rocks, bark chips, field stone;
 - (c) berming, terracing.

21. SCREENING

The designated officer shall require appropriate screening for uses which involve the outdoor storage of goods, machinery, vehicles and building materials, waste materials and other items.

22. GARDEN SUITES

A garden suite may be relocated on a residential parcel for the purpose of providing accommodations for one or more persons. All garden suites shall comply with the following:

- (a) an applicant shall be the registered owner of the lot;
- (b) the Safety Codes Act and Alberta Private Sewage Systems Standards of Practice;
- (c) a proposed modular/mobile home, when used as a garden suite, shall adhere to the modular/mobile home development standards contained in this Land Use Bylaw.

23. KEEPING OF ANIMALS

- (1) The keeping of all animals is subject to the licensing and regulatory provisions of the Municipal District of Willow Creek Dog Control Bylaw.
- (2) No livestock or poultry, with the exception of dogs, cats and other such domestic pets as are typically kept indoors, shall be kept on lots 3 acres (1.2 ha) or less in size.
- (3) On a country residential lot or on a lot in a hamlet greater than 3 acres (1.2 ha) and less than 5 acres (2.0 ha) in size, not more than a total of two (2) of the following may be kept, including but not limited to: horses, cattle, pigs, donkeys, sheep, mules, goats, llamas, or alternatively a total of twelve (12) fowl or rabbits.
- (4) A person may be allowed to keep animals, livestock, or fowl in excess of the number specified in Section 23(3) if, in the opinion of the Municipal Planning Commission, the site is suitable for such use and it is determined the additional numbers would not create a nuisance for neighbouring properties.



- (h) Parking requirements shall be:
 - (i) one (1) parking stall per camping stall; and
 - (ii) one (1) visitor parking for every 10 stalls provided in a common area.
- (2) A fire safety plan outlining fire prevention, mitigation and suppression procedures shall be submitted to the municipality prior to becoming operational, and fire preparedness equipment shall be to the satisfaction of the Emergency Service Manager.
- (3) A landscaping plan shall provide and retain natural vegetation and provide a buffer from adjacent uses.
- (4) One on-site surveillance suite may be permitted.
- (5) Animal-proof garbage cans shall be provided throughout the campground.

26. CANNABIS RELATED DEVELOPMENT - See Schedule 14

27. DARK SKY STANDARDS

- (1) The following standards shall apply:
 - (a) full cut off fixtures shall be installed on residences, buildings, structures, signs and yard lights;
 - (b) exterior lighting and fixtures shall be oriented as to direct all light below the horizon in a downward direction:
 - structures requiring lighting from the bottom up shall be prohibited, except in the case of airports, runways, penitentiaries, flag poles and other federal or provincially regulated facilities;
 - (d) lighting on private property and in public areas shall use shields, reduced lumens, and LED light bulbs to limit the effects of light pollution on astronomical observation, plant and animal cycles, and safety and health of municipal residents;
 - (e) the use of laser light sources or search lights for outdoor advertising is prohibited;
 - (f) the use of non-shielded lighting, search lights and laser light sources for outdoor entertainment shall be prohibited, unless allowed by a temporary permit;
 - (g) temporary activities for which a temporary permit has been granted for the use of lighting prohibited in subsection (f) shall be extinguished as soon as reasonably possible, after the activity has ceased;
 - (h) the use of drop lens cobra head light fixtures for street lighting purposes is prohibited and where ever and whenever possible, flat lens streetlight fixtures shall be permitted; and
 - development permits shall include a condition requiring no luminaire shall be oriented where the light emitted trespasses beyond the property line on which the luminaire is situated.



Non-conforming use, in accordance with the Municipal Government Act, means a lawful specific use:

- (a) being made of land or a building or intended to be made of a building lawfully under construction, at the date a land use bylaw or any amendment thereof affecting the land or building becomes effective; and
- (b) on the date the land use bylaw or any amendment thereof becomes effective does not, or in the case of a building under construction will not, comply with the land use bylaw.

Noxious industry means an industry which is hazardous, noxious, unsightly or offensive and cannot, therefore, be compatibly located in an urban environment. Examples include, but are not necessarily limited to: abattoirs, oil and gas plants, asphalt plants, sanitary landfill sites, sewage treatment plants or lagoons, auto wreckers or other such uses determined by the Municipal Planning Commission to be similar in nature.

Noxious industry, grouped means two or more contiguous noxious industries.



Office means development to accommodate:

- (a) professional, managerial and consulting services;
- (b) the administrative centres of businesses, trades, contractors and other organizations; and
- (c) service-related businesses such as travel agents, insurance brokers, real estate agents.

Off-street parking space means a lot or parcel or portion thereof, excluding a public roadway, which is used or intended to be used as a parking area for motor vehicles.

Orientation means the arranging or facing of a building or structure with respect to the points of the compass.

Outdoor athletic and recreational facility means a facility available to the public for sports and active recreation conducted outdoors. Typical uses include golf courses, driving ranges, ski hills, ski jumps, sports fields, outdoor tennis courts, unenclosed ice surfaces or rinks, athletic fields, boating facilities, outdoor swimming pools, bowling greens, riding stables and fitness trails.

Outdoor vehicle storage means the outdoor storage of vehicles including automobiles, recreation vehicles and boats.

Outside storage means the open storage of goods, merchandise or equipment outside a building or on a vacant parcel.

Owner means the person or persons shown as the owner(s) of land on a Certificate of Title or on the assessment roll of a municipality.