

**AGENDA**  
**MUNICIPAL PLANNING COMMISSION**  
**COUNTY OF NORTHERN LIGHTS**  
**TUESDAY, MAY 13, 2025 at 11:00 A.M.**

<https://us02web.zoom.us/j/83155902347?pwd=Qe5ul4Rj1VR28ntjVOJnzHGehlnV0b.1>

**01.0 CALL TO ORDER**

**02.0 ADOPTION OF THE AGENDA**

**03.0 ADOPTION OF THE MINUTES**

*A) Tuesday, April 22, 2025 Municipal Planning Commission Meeting Minutes*

**04.0 PLANNING AND DEVELOPMENT**

**A) Development Permits – Issued by the Development Officer**

*1) Development Permit DP-25-14 – Permitted Use*

*2) Development Permit DP-25-05 – Permitted Use*

*3) Development Permit DP-25-12 – Permitted Use*

**B) Development Permits – To Be Issued or Discussed by MPC**

*1) Development Permit DP-25-10 – Proposed Home-Based Business*

**C) Miscellaneous**

*1) Discussion regarding sea cans*

**05.0 ADJOURNMENT**

**AGENDA**  
**MUNICIPAL PLANNING COMMISSION**  
**COUNTY OF NORTHERN LIGHTS**  
**TUESDAY, MAY 13, 2025 at 11:00 A.M.**

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**B) Development Permits – To Be Issued or Discussed by MPC**

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**C) Miscellaneous**

*1) ~~Land Use Bylaw~~ Discussion regarding sea cans*

**05.0 ADJOURNMENT**

**MINUTES**  
**MUNICIPAL PLANNING COMMISSION**  
**COUNTY OF NORTHERN LIGHTS**  
**TUESDAY, APRIL 22, 2025 at 11:00 A.M.**

<https://us02web.zoom.us/j/86580402859?pwd=YsymMbGRcM8F5jYXmM8LEZe3uYowoy.1>

**PRESENT:**

|                 |            |                              |
|-----------------|------------|------------------------------|
| Gary These      | Ward One   | Weberville/Stewart           |
| Brenda Yasinski | Ward Three | Dixonville/Chinook Valley    |
| Brent Reese     | Ward Four  | Deadwood/Sunny Valley        |
| Gloria Dechant  | Ward Five  | North Star/Breaking Point    |
| Terry Ungarian  | Ward Six   | Hotchkiss/Hawk Hills         |
| Linda Halabisky | Ward Seven | Keg River/Carcajou (virtual) |

**REGRETS:**

|             |          |                           |
|-------------|----------|---------------------------|
| Kayln Schug | Ward Two | Warrensville/Lac Cardinal |
|-------------|----------|---------------------------|

**IN ATTENDANCE:**

Josh Hunter – Director of Finance, Acting Chief Administrative Officer  
Charles Schwab – Director of Public Works  
Teresa Tupper – Executive Assistant/ Recorder  
Dan Archer – Mile Zero Banner Post Reporter

**01.0 CALL TO ORDER**

Chair Ungarian called the Tuesday, April 22, 2025 Municipal Planning Commission Meeting to order at 11:37 a.m.

**02.0 ADOPTION OF THE AGENDA**

**021/22/04/25MPC**    **MOVED BY Councillor Reese to acknowledge receipt of the Tuesday, April 22, 2025 Municipal Planning Commission Meeting Agenda and adopt it as presented.**  
**CARRIED**

**03.0 ADOPTION OF THE MINUTES**

*A) Tuesday, March 25, 2025 Municipal Planning Commission Meeting Minutes*

**022/22/04/25MPC**    **MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, March 25, 2025 Municipal Planning Commission Meeting Minutes and adopt them as presented.**  
**CARRIED**

#### 04.0 PLANNING AND DEVELOPMENT

##### A) Development Permits – Issued by the Development Officer

1) *Development Permit DP-25-11 – Permitted Use*

023/22/04/25MPC    **MOVED BY Councillor Dechant to acknowledge receipt of Development Permit DP-25-11, issued by the Development Officer and accept it for information.  
CARRIED**

##### B) Development Permits – To Be Issued or Discussed by MPC

##### C) Miscellaneous

#### 05.0 ADJOURNMENT

Chair Ungarian adjourned the Tuesday, April 22, 2025 Municipal Planning Commission Meeting at 11:38 a.m.

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Chair, Terry Ungarian

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Acting CAO, Josh Hunter

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Date Signed



**COUNTY OF NORTHERN LIGHTS**  
#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0  
Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

**DEVELOPMENT  
PERMIT NOTICE OF  
DECISION**

**APPLICATION NO.:** DP 25-14  
**ROLL NO.:** N/A  
**DEVELOPMENT:** Residence – (1623 sq.ft.)  
**USE TYPE:** Permitted Use  
**LAND USE DISTRICT:** Agriculture General (A) District  
**LEGAL DESCRIPTION (ATS Location):** NW 12-89-23-W5M  
**CONSTRUCTION VALUE:** \$400,000  
**NAME & ADDRESS OF APPLICANT(s):** Brett Boley  
P.O. Box 153  
Deadwood, AB  
T0H 1A0

**DECISION OF THE DEVELOPMENT AUTHORITY IN RESPECT TO THE ISSUANCE OF THE  
DEVELOPMENT PERMIT:**

☐ **APPROVED**

☒ **APPROVED** with the following conditions

☐ **REFUSED** for the following reason(s)

(See below conditions and appeal procedures)

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**APPROVAL GRANTED SUBJECT TO COMPLYING TO THE FOLLOWING  
CONDITIONS:**

1. The proposed development shall be situated on the lot in accordance with the approved site plan.
2. The applicant/owner shall comply with the uses and regulations of the Agriculture General (A) District.
3. The applicant/owner may be required to enter into a development agreement with the County to include, but not limited to, the removal of an approach, construction of a new approach, or the upgrading of an approach. When installing approaches or culverts the applicant/owner shall contact the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards. Any costs incurred will be the responsibility of the applicant/owner.
4. The applicant/owner shall comply with setbacks as per Alberta Private Sewage System Standards 2021.

04.A-1

5. The applicant/owner shall contact an accredited agency contracted by Municipal Affairs to obtain the following permits or approval as applicable: Building Permit – Provincial Plumbing Permit – Gas Permit – Electrical Permit . A copy of the approved permits must be submitted to the County of Northern Lights for their files.
6. That the applicant/owner obtain all necessary environmental approvals required for development. This may include but is not limited to a Water Act approval for wetland disturbance.
7. The exterior finish to be wood, metal or similar siding, brick or stucco to the satisfaction of the Development Authority. The finish and appearance should complement natural site features.
8. No further development or construction shall be allowed without an approved Development Permit.

**Advisement #1** - The applicant will be required to apply for and receive Development Permit approval prior to any basement development or construction of decks.

**2025-05-02**  
DATE OF DECISION

**2025-05-02**  
DATE OF ISSUE OF NOTICE OF DECISION

  
DEVELOPMENT OFFICER

*Please Note:*

*This development permit lapses and is considered void if the development approved has not commenced within twelve (12) months from the date of issue of the notice.*

**COUNTY OF NORTHERN LIGHTS**

#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0 Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

**IMPORTANT NOTICES**

1. You may wish to appeal the decision of the subdivision and development authority to the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either in person or by mail so as to reach the Secretary of the Subdivision and Development Appeal Board at the County office **NOT LATER THAN 21 DAYS AFTER THE DATE OF ISSUE OF NOTICE OF DECISION.**
2. The Land Use Bylaw provides that any person claiming to be affected by a decision of the development authority may appeal to the Secretary of the Subdivision and Development Appeal Board **WITHIN 21 DAYS AFTER THE NOTICE OF DECISION IS PUBLISHED IN THE LOCAL NEWSPAPER.**
3. A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal upon or question of jurisdiction or law pursuant to Section 689 of Municipal Government Act. An application for leave to appeal to the Appellate Division of the Supreme Court of Alberta shall be made:
  - a) to a judge of the Appellate Division; and
  - b) within Thirty (30) days after the issue of the order, decision, permit or approval sought to be appealed

04.A.1



## DEVELOPMENT PERMIT APPLICATION FORM A

"An Agriculture Based Community"

| FOR ADMINISTRATIVE USE |                |
|------------------------|----------------|
| APPLICATION NO.        | DP 25-14       |
| DATE RECEIVED          | April 28, 2025 |
| ROLL NO.               | 72509          |

County of Northern Lights, # 600, 7<sup>th</sup> Ave. NW Box 10, Manning, AB, T0H 2M0  
W: [www.countyofnorthernlights.com](http://www.countyofnorthernlights.com) | E: [development@countyofnorthernlights.com](mailto:development@countyofnorthernlights.com) | T: (780) 836-3348 | F: (780) 836-3663

I / We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application. I / We understand that this application will not be accepted without the following:

- (a) application fee;
- (b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

| APPLICANT INFORMATION                                                                         |             |             | COMPLETE IF DIFFERENT FROM APPLICANT |             |             |
|-----------------------------------------------------------------------------------------------|-------------|-------------|--------------------------------------|-------------|-------------|
| NAME OF APPLICANT <u>Brett Boley</u>                                                          |             |             | NAME OF REGISTERED OWNER             |             |             |
| ADDRESS <u>PO Box 153</u><br><u>Deadwood AB</u>                                               |             |             | ADDRESS                              |             |             |
| POSTAL CODE <u>T0H 1A0</u>                                                                    |             |             | POSTAL CODE                          |             |             |
| EMAIL ADDRESS* <u>boleybrett@hotmail.com</u>                                                  |             |             | EMAIL ADDRESS*                       |             |             |
| *By supplying the County with an email address, you agree to receive correspondence by email. |             |             |                                      |             |             |
| PHONE (CELL)<br><u>780 836 5509</u>                                                           | PHONE (RES) | PHONE (BUS) | PHONE (CELL)                         | PHONE (RES) | PHONE (BUS) |

| LAND INFORMATION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| Municipal Address (if applicable): _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                      |
| Legal description (if applicable): Registered Plan: _____ Block: _____ Lot (parcel): _____                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                      |
| QTR/LS: <u>NW</u> Section: <u>12</u> Township: <u>089</u> Range: <u>23</u> Meridian: <u>5</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                      |
| Size of the Parcel to be developed _____ Acres or Hectares                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                      |
| Description of the existing use of the land: <u>Form land</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                      |
| Proposed Development: <u>Build house</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                      |
| Circle any proposed uses(s):<br><input checked="" type="checkbox"/> SIGN(S)<br><input checked="" type="checkbox"/> DWELLING UNIT(S)<br><input type="checkbox"/> HOME BASED BUSINESS<br><input type="checkbox"/> CULVERT(S)/ ROAD ACCESS POINT(S)<br><input type="checkbox"/> ACCESSORY STRUCTURE(S)/ USE(S)<br><input type="checkbox"/> COMMERCIAL OR INDUSTRIAL STRUCTURE(S)/ USES(S)<br><input type="checkbox"/> PUBLIC USE(S)/ UTILITIES<br><input type="checkbox"/> SHED/GARAGE/BARN(S)<br><input type="checkbox"/> OTHER (SPECIFY) _____ |                                                                                                                      |
| Estimated                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Date of Commencement: <u>May 15/25</u> Date of Completion: <u>May 15/26</u> Value of Construction: \$ <u>400,000</u> |

04.A.1

**PROPOSAL INFORMATION**DEVELOPMENT IS: ☒ NEW☐ EXISTING☐ ALTERATION TO EXISTINGLAND IS ADJACENT TO: ☐ PRIMARY HIGHWAY ☒ LOCAL ROAD ☐ INTERNAL SUBDIVISION ROAD ☐ OTHER

LOT AREA: \_\_\_\_\_ LOT WIDTH: \_\_\_\_\_ LOT LENGTH: \_\_\_\_\_ PERCENTAGE OF LOT OCCUPIED: \_\_\_\_\_%

PRINCIPAL BUILDING SETBACK: FRONT: 83m REAR: 100m SIDES: 180m / 170m HEIGHT 6mACCESSORY BUILDING SETBACK: FRONT: \_\_\_\_\_ REAR: \_\_\_\_\_ SIDES: 1 HEIGHT \_\_\_\_\_**ADDITIONAL INFORMATION INCLUDED**☒ SITE PLAN ☒ FLOOR PLAN ☒ LAND TITLE ☒ ABANDONED OIL WELL DECLARATION SIGNED☐ ALBERTA NEW HOME WARRANTY / OR PROOF OF EXEMPTION☒ DISTANCE TO ROAD / HIGHWAY \_\_\_\_\_**ADDITIONAL INFORMATION AS REQUIRED:**☒ ELEVATIONS ☐ SOIL TESTS ☐ HOURS OF OPERATION \_\_\_\_\_☐ NUMBER OF DWELLING UNITS \_\_\_\_\_ ☐ NUMBER OF EMPLOYEES \_\_\_\_\_☐ PROPOSED BUSINESS ACTIVITIES \_\_\_\_\_☐ LANDOWNER LETTER OF AUTHORIZATION ☐ ADJACENT LANDOWNER LETTERS OF SUPPORT**MANUFACTURED HOME (MOBILE HOME)**

SERIAL NUMBER: \_\_\_\_\_ YEAR BUILT: \_\_\_\_\_ SIZE: WIDTH \_\_\_\_\_ LENGTH \_\_\_\_\_

**DECLARATION**

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE COUNTY TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

**NOTE:**Signature of Registered  
Landowner required if different  
from ApplicantApril 28/25  
DateBeck  
SIGNATURE OF APPLICANT\_\_\_\_\_  
Date

SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER

**FOR ADMINISTRATIVE USE**

LAND USE DISTRICT: \_\_\_\_\_

FEE ENCLOSED: YES ☐ NO ☐ AMOUNT: \$ \_\_\_\_\_ RECEIPT NO.: \_\_\_\_\_

DEFINED USE: \_\_\_\_\_

PERMITTED/DISCRETIONARY: \_\_\_\_\_

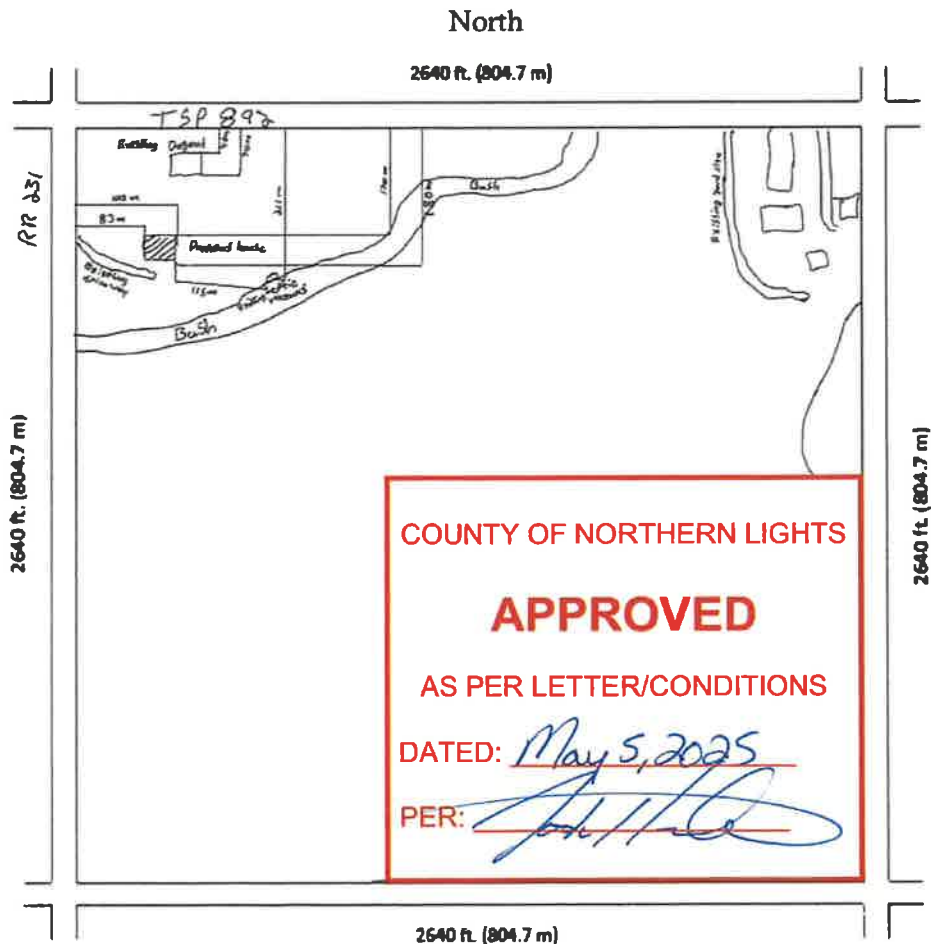
VARIANCE: \_\_\_\_\_

04.A.1

### PROPOSED DEVELOPMENT SKETCH

LEGAL NW  $\frac{1}{4}$  SEC 12 TWP 89 RG 23 W 5 M

- Parcel Boundaries/dimensions (feet, meters, etc.).
- Locate developed road allowance(s) and access points(s).
- Distance from all proposed boundary lines to all non-movable buildings (if applicable).
- Distance from residence to drinking water supply, sewage system outlet and all boundary lines (if applicable).
- Distance from sewage outlet to water supply and all boundary lines (if applicable).
- Distance from water supply to all proposed boundary lines (if applicable).
- Locate additional residence(s) on the  $\frac{1}{4}$  section (if applicable).
- Locate shelterbelts, creeks, rivers, drainage ditches, railways, etc.





**COUNTY OF NORTHERN LIGHTS**  
#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0  
Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

**DEVELOPMENT PERMIT  
NOTICE OF DECISION**

**APPLICATION NO.:** DP-25-05  
**ROLL NO.:** n/a  
**DEVELOPMENT:** Manufactured Home (76 ft. x 20 ft.)  
Deck (12 ft. x 36 ft.)  
Shed (8 ft. x 12 ft.)  
**USE TYPE:** Permitted Use  
**LAND USE DISTRICT:** Agriculture General – A  
**LEGAL DESCRIPTION (ATS Location):** NW 30-86-20-W5M  
**Short Legal** Lot 1, Blk 1, Plan 242 1801  
**CONSTRUCTION VALUE:** \$ 240,000  
**NAME & ADDRESS OF APPLICANT(s):**

**DECISION OF THE DEVELOPMENT AUTHORITY IN RESPECT TO THE ISSUANCE OF THE DEVELOPMENT PERMIT:**

☐ **APPROVED**

☒ **APPROVED** with the following conditions

☐ **REFUSED** for the following reason(s)

(See below conditions and appeal procedures)

**APPROVAL GRANTED SUBJECT TO COMPLYING TO THE FOLLOWING CONDITIONS:**

1. The proposed development shall be situated on the lot in accordance with the approved site plan.
2. The owner/developer shall comply with the uses and regulations of the Agriculture General District (A).
3. The owner/developer shall contact an accredited agency contracted by Municipal Affairs to obtain the following permits or approval applicable: Building Permit – Provincial Plumbing Permit – Gas Permit – Electrical Permit. A copy of the approved permits must be submitted to the County of Northern Lights for their files.
4. The applicant/owner may be required to enter into a development agreement with the County to include, but not limited to, the removal of an approach, construction of a new approach, or the upgrading of an approach. When installing approaches or culverts the applicant/owner shall contact the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards. Any costs incurred will be the responsibility of the applicant/owner.
5. The proposed foundation of the manufactured home shall meet the requirements of the Alberta Building Code.
6. The applicant/owner shall comply with setbacks as per Alberta Private Sewage System Standards.

04.A.2)

7. Exterior finish to be wood, metal or similar siding, brick or stucco to the satisfaction of the Development Authority. The finish and appearance should complement other structures and natural site features.
8. No further development or construction shall be allowed without an approved Development Permit.
9. The applicant/owner shall obtain other approvals required by other regulatory approvals throughout the course of this development and its operation.

**Advisement #1:** Manufactured Homes Identification Numbers: Serial # S60-009-428  
New Home Warranty Registration: N/A

**Advisement #2:** A "Holding Tank" will be utilized for sewage disposal. The tank shall be designed to retain wastewater until removed by mobile equipment and transferred to an approved facility or location.

**April 23, 2025**  
DATE OF DECISION

**April 23, 2025**  
DATE OF ISSUE OF NOTICE OF DECISION

  
DEVELOPMENT OFFICER

*Please Note:*

*This development permit lapses and is considered void if the development approved has not commenced within twelve (12) months from the date of issue of the notice.*

**COUNTY OF NORTHERN LIGHTS**

#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0 Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

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2. The Land Use Bylaw provides that any person claiming to be affected by a decision of the development authority may appeal to the Secretary of the Subdivision and Development Appeal Board **WITHIN 21 DAYS AFTER THE NOTICE OF DECISION IS PUBLISHED IN THE LOCAL NEWSPAPER.**
3. A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal upon or question of jurisdiction or law pursuant to Section 689 of Municipal Government Act. An application for leave to appeal to the Appellate Division of the Supreme Court of Alberta shall be made:
  - a) to a judge of the Appellate Division; and
  - b) within Thirty (30) days after the issue of the order, decision, permit or approval sought to be appealed.



# DEVELOPMENT PERMIT APPLICATION

## FORM A

"An Agriculture Based Community"

### FOR ADMINISTRATIVE USE

APPLICATION NO. **DP 25-05**  
DATE RECEIVED **Jan 13, 2025**  
ROLL NO.

County of Northern Lights, # 600, 7<sup>th</sup> Ave. NW Box 10, Manning, AB, T0H 2M0  
W: [www.countyofnorthernlights.com](http://www.countyofnorthernlights.com) | E: [development@countyofnorthernlights.com](mailto:development@countyofnorthernlights.com) | T: (780) 836-5348 | F: (780) 836-5663

I / We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application. I / We understand that this application will not be accepted without the following:

- (a) application fee;
- (b) site plan sketch that includes all relevant detail to the proposed development (e.g., proposed and existing structures, property lines, creeks/travellers, parking and vehicle access, building plans, etc.).

### APPLICANT INFORMATION

[Redacted Applicant Information]

### COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTERED OWNER \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
POSTAL CODE \_\_\_\_\_  
EMAIL ADDRESS\* \_\_\_\_\_  
you agree to receive correspondence by email.  
PHONE (CELL) \_\_\_\_\_ PHONE (RES) \_\_\_\_\_ PHONE (BUS) \_\_\_\_\_

### LAND INFORMATION

Municipal Address (if applicable): \_\_\_\_\_  
Legal description (if applicable): Registered Plan 242190 Block 1 Lot (parcel): 1  
QTRLS: NW Section: 30 Township: 86 Range: 20 Meridian: W5  
Size of the Parcel to be developed 5.9 ☒ Acres or ☐ Hectares  
Description of the existing use of the land: Residential  
Proposed Development: Existing manufactured Home **1520 sq.ft.**  
**Deck 12 ft. x 36 ft.**  
**Shed 8 ft. x 12 ft.**

### Circle any proposed use(s):

- |                                              |                                                                        |                                                   |
|----------------------------------------------|------------------------------------------------------------------------|---------------------------------------------------|
| <input type="checkbox"/> SIGN(S)             | <input type="checkbox"/> CULVERT(S)/ ROAD ACCESS POINT(S)              | <input type="checkbox"/> PUBLIC USE(S)/ UTILITIES |
| <input type="checkbox"/> DWELLING UNIT(S)    | <input type="checkbox"/> ACCESSORY STRUCTURE(S)/ USE(S)                | <input type="checkbox"/> SHED/GARAGE/BARN(S)      |
| <input type="checkbox"/> HOME BASED BUSINESS | <input type="checkbox"/> COMMERCIAL OR INDUSTRIAL STRUCTURE(S)/ USE(S) | <input type="checkbox"/> OTHER (SPECIFY) _____    |

Estimated \_\_\_\_\_ Date of Commencement: July 2024 Date of Completion: \_\_\_\_\_ Value of Construction: \$ 210,000

04.A.2)

**PROPOSAL INFORMATION**

|                                                                                                                                                                                    |                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| DEVELOPMENT IS <input checked="" type="checkbox"/> NEW <input type="checkbox"/> EXISTING <input type="checkbox"/> ALTERATION TO EXISTING                                           |                                                                     |
| LAND IS ADJACENT TO <input type="checkbox"/> PRIMARY HIGHWAY <input type="checkbox"/> LOCAL ROAD <input type="checkbox"/> INTERNAL SUBDIVISION ROAD <input type="checkbox"/> OTHER |                                                                     |
| LOT AREA _____                                                                                                                                                                     | LOT WIDTH _____ LOT LENGTH _____ PERCENTAGE OF LOT OCCUPIED _____ % |
| PRINCIPAL BUILDING SETBACK FRONT _____ REAR _____                                                                                                                                  | SIDE _____ / HEIGHT _____                                           |
| ACCESSORY BUILDING SETBACK FRONT _____ REAR _____                                                                                                                                  | SIDE _____ / HEIGHT _____                                           |

**ADDITIONAL INFORMATION INCLUDED**

|                                                                            |                                     |                                                                |                                                                |
|----------------------------------------------------------------------------|-------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|
| <input type="checkbox"/> SITE PLAN                                         | <input type="checkbox"/> FLOOR PLAN | <input type="checkbox"/> LAND TITLE                            | <input type="checkbox"/> ABANDONED OIL WELL DECLARATION SIGNED |
| <input type="checkbox"/> ALBERTA NEW HOME WARRANTY / OR PROOF OF EXEMPTION |                                     | <input type="checkbox"/> DISTANCE TO ROAD / HIGHWAY _____      |                                                                |
| ADDITIONAL INFORMATION AS REQUIRED:                                        |                                     |                                                                |                                                                |
| <input type="checkbox"/> ELEVATIONS                                        | <input type="checkbox"/> SOIL TESTS | <input type="checkbox"/> HOURS OF OPERATION _____              |                                                                |
| <input type="checkbox"/> NUMBER OF DWELLING UNITS _____                    |                                     | <input type="checkbox"/> NUMBER OF EMPLOYEES _____             |                                                                |
| <input type="checkbox"/> PROPOSED BUSINESS ACTIVITIES _____                |                                     |                                                                |                                                                |
| <input type="checkbox"/> LANDOWNER LETTER OF AUTHORIZATION                 |                                     | <input type="checkbox"/> ADJACENT LANDOWNER LETTERS OF SUPPORT |                                                                |

**MANUFACTURED HOME (MOBILE HOME)**

|                     |                        |                                         |
|---------------------|------------------------|-----------------------------------------|
| SERIAL NUMBER _____ | YEAR BUILT <u>2015</u> | SIZE WIDTH <u>20'</u> LENGTH <u>76'</u> |
| <u>560-609-423</u>  |                        |                                         |

**DECLARATION**

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE COUNTY TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION  
I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

NOTE:  
Signature of Registered  
Landowner required if different  
from Applicant

January 15/2025  
Date \_\_\_\_\_  
SIGNATURE OF APPLICANT \_\_\_\_\_  
Date \_\_\_\_\_  
SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER \_\_\_\_\_

**FOR ADMINISTRATIVE USE**

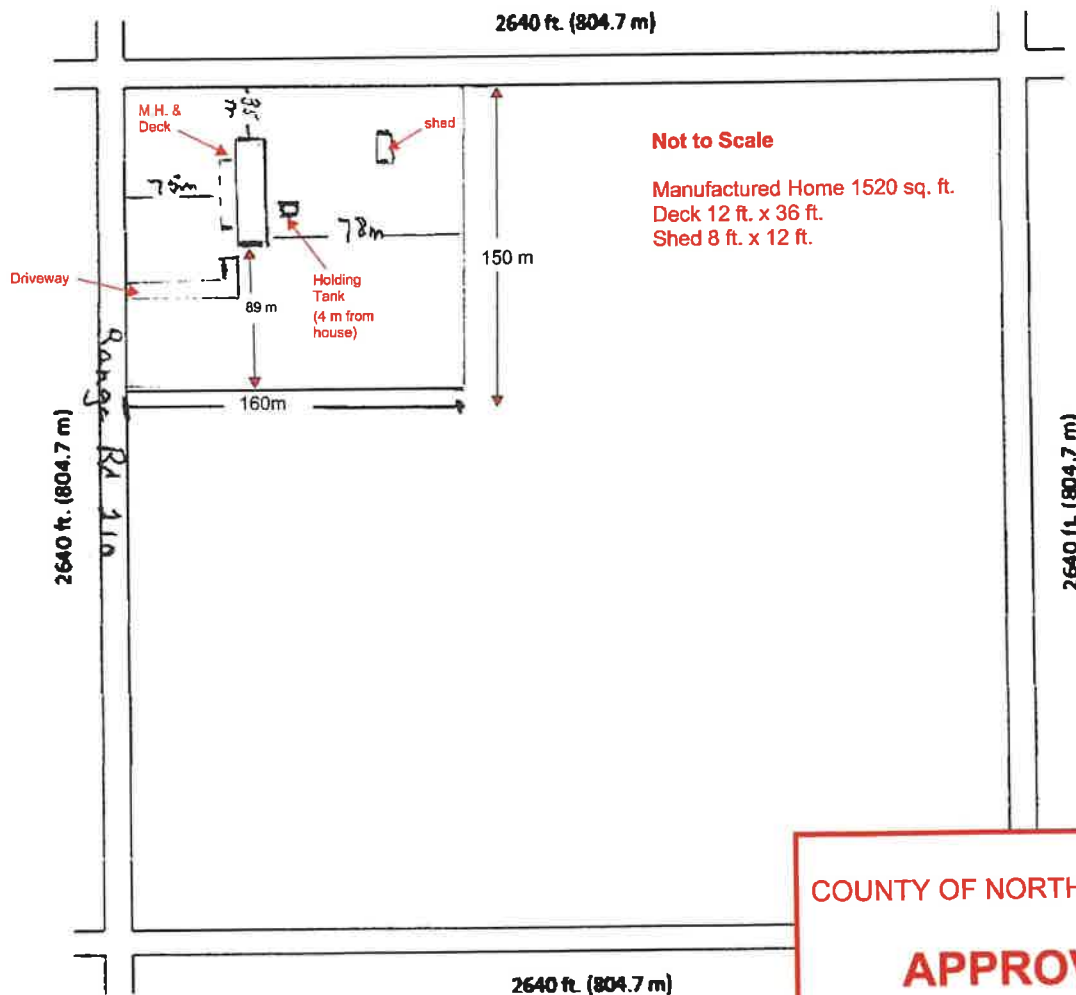
|                                                                        |                        |                           |
|------------------------------------------------------------------------|------------------------|---------------------------|
| LAND USE DISTRICT: <u>Aq. General (A)</u>                              |                        |                           |
| FEE ENCLOSED: YES <input type="checkbox"/> NO <input type="checkbox"/> | AMOUNT \$ <u>50.00</u> | RECEIPT NO. <u>213840</u> |
| DEFINED USE: _____                                                     |                        |                           |
| PERMITTED/DISCRETIONARY: _____                                         |                        |                           |
| VARIANCE: _____                                                        |                        |                           |

## PROPOSED DEVELOPMENT SKETCH

LEGAL \_\_\_\_\_ ¼ SEC \_\_\_\_\_ TWP \_\_\_\_\_ RG \_\_\_\_\_ W \_\_\_\_\_ M \_\_\_\_\_

- ┌ Parcel Boundaries/dimensions (feet, meters, etc.).
- ┌ Locate developed road allowance(s) and access points(s).
- ┌ Distance from all proposed boundary lines to all non-movable buildings (if applicable).
- ┌ Distance from residence to drinking water supply, sewage system outlet and all boundary lines (if applicable).
- ┌ Distance from sewage outlet to water supply and all boundary lines (if applicable).
- ┌ Distance from water supply to all proposed boundary lines (if applicable).
- ┌ Locate additional residence(s) on the ¼ section (if applicable).
- ┌ Locate shelterbelts, creeks, rivers, drainage ditches, railways, etc.

North



COUNTY OF NORTHERN LIGHTS

**APPROVED**

AS PER LETTER/CONDITIONS

DATED: April 23, 2025

PER: [Signature]

04.A.2)



**COUNTY OF NORTHERN LIGHTS**  
#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0  
Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

## **DEVELOPMENT PERMIT NOTICE OF DECISION**

**APPLICATION NO.:** DP-25-12

**ROLL NO.:** 203334

**DEVELOPMENT:** Personal Workshop/Garage (36 ft. x 40 ft.)  
Height – 6.7 m (22 ft.)  
Height Variance .6 m (2 ft.)

**USE TYPE:** Permitted Use

**LAND USE DISTRICT:** Country Residential Restricted – CR4

**LEGAL DESCRIPTION (ATS Location):** NE 22-84-22-W5M

**Short Legal:** Lot 9, BLk 2, Plan 802 0265

**CONSTRUCTION VALUE:** \$ 120,000

**NAME & ADDRESS OF APPLICANT(s):**

### **DECISION OF THE DEVELOPMENT AUTHORITY IN RESPECT TO THE ISSUANCE OF THE DEVELOPMENT PERMIT:**

☐ **APPROVED**

☒ **APPROVED** with the following conditions

☐ **REFUSED** for the following reason(s)

**(See below conditions and appeal procedures)**

---

### **APPROVAL GRANTED SUBJECT TO COMPLYING TO THE FOLLOWING CONDITIONS:**

1. The proposed development shall be situated on the lot in accordance with the approved site plan.
2. The owner/developer shall comply with the uses and regulations of the Country Residential Restricted District (CR4).
3. The owner/developer shall contact an accredited agency contracted by Municipal Affairs to obtain the following permits or approval applicable: Building Permit – Provincial Plumbing Permit – Gas Permit – Electrical Permit. A copy of the approved permits must be submitted to the County of Northern Lights for their files.
4. The applicant/owner may be required to enter into a development agreement with the County to include, but not limited to, the removal of an approach, construction of a new approach, or the upgrading of an approach. When installing approaches or culverts the applicant/owner shall contact the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards. Any costs incurred will be the responsibility of the applicant/owner.
5. The proposed workshop/garage shall meet the requirements of the Alberta Building Code.
6. The applicant/owner shall comply with setbacks as per Alberta Private Sewage System Standards.

7. Exterior finish to be wood, metal or similar siding, brick or stucco to the satisfaction of the Development Authority. The finish and appearance should complement other structures and natural site features.
8. No further development or construction shall be allowed without an approved Development Permit.
9. The applicant/owner shall obtain other approvals required by other regulatory approvals throughout the course of this development and its operation.

**Advisement #1** Height Variance Granted - A variance increasing the overall maximum building height of 6.1 m (20 ft) to 6.7 m (22 ft.) (Section 11.6 of the Land Use Bylaw has been granted by the Development Authority as per the decision of 2025-04-17.

**April 22, 2025**  
DATE OF DECISION

**April 22, 2025**  
DATE OF ISSUE OF NOTICE OF DECISION

  
DEVELOPMENT OFFICER

*Please Note:*

*This development permit lapses and is considered void if the development approved has not commenced within twelve (12) months from the date of issue of the notice.*

**COUNTY OF NORTHERN LIGHTS**

#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0 Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

**IMPORTANT NOTICES**

1. You may wish to appeal the decision of the subdivision and development authority to the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either in person or by mail so as to reach the Secretary of the Subdivision and Development Appeal Board at the County office **NOT LATER THAN 21 DAYS AFTER THE DATE OF ISSUE OF NOTICE OF DECISION.**
2. The Land Use Bylaw provides that any person claiming to be affected by a decision of the development authority may appeal to the Secretary of the Subdivision and Development Appeal Board **WITHIN 21 DAYS AFTER THE NOTICE OF DECISION IS PUBLISHED IN THE LOCAL NEWSPAPER.**
3. A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal upon or question of jurisdiction or law pursuant to Section 689 of Municipal Government Act. An application for leave to appeal to the Appellate Division of the Supreme Court of Alberta shall be made:
  - a) to a judge of the Appellate Division; and
  - b) within Thirty (30) days after the issue of the order, decision, permit or approval sought to be appealed.



## FORM A

"An Agriculture Based Community"

| FOR ADMINISTRATIVE USE |              |
|------------------------|--------------|
| APPLICATION NO.        | DP 25-12     |
| DATE RECEIVED          | Apr 11, 2025 |
| ROLL NO.               | 203334       |

County of Northern Lights, # 600, 7<sup>th</sup> Ave. NW Box 10, Manning, AB, T0H 2M0

W: [www.countyofnorthernlights.com](http://www.countyofnorthernlights.com) | E: [development@countyofnorthernlights.com](mailto:development@countyofnorthernlights.com) | T: (780) 836-3348 | F: (780) 836-3663

I / We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application. I / We understand that this application will not be accepted without the following:

- (a) application fee;
- (b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

### APPLICANT INFORMATION

### COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTERED OWNER

ADDRESS

POSTAL CODE

EMAIL ADDRESS\*

you agree to receive correspondence by email.

PHONE (CELL)

PHONE (RES)

PHONE (BUS)

### LAND INFORMATION

Municipal Address (if applicable):

Legal description (if applicable): Registered Plan: 8020265 Block: 2 Lot (parcel): 9

QTR/LS: NE Section: 22 Township: 84 Range: 22 Meridian: 5

Size of the Parcel to be developed 1.40 ☐ Acres or ☒ Hectares

Description of the existing use of the land: Residential acreage

Proposed Development: Construction of workshop (garage) 40' x 36'

Heated workshop/garage - overall height is 22 ft. (6.7 m)

Circle any proposed uses(s):

☐ SIGN(S)

☐ CULVERT(S)/ ROAD ACCESS POINT(S)

☐ PUBLIC USE(S)/ UTILITIES

☐ DWELLING UNIT(S)

☐ ACCESSORY STRUCTURE(S)/ USE(S)

☒ SHED/GARAGE/BARN(S)

☐ HOME BASED BUSINESS

☐ COMMERCIAL OR INDUSTRIAL STRUCTURE(S)/ USES(S)

☐ OTHER (SPECIFY)

Estimated:

Date of Commencement: 6/1/25

Date of Completion: 6/1/27

Value of Construction: \$ 120,000

04.A.3)

**PROPOSAL INFORMATION**DEVELOPMENT IS: ☐ NEW☒ EXISTING☐ ALTERATION TO EXISTINGLAND IS ADJACENT TO: ☐ PRIMARY HIGHWAY ☐ LOCAL ROAD ☒ INTERNAL SUBDIVISION ROAD ☐ OTHERLOT AREA: 1.40 ha LOT WIDTH: 117 LOT LENGTH: 136 PERCENTAGE OF LOT OCCUPIED: 10 %PRINCIPAL BUILDING SETBACK: FRONT: 100 REAR: 300 SIDES: 100 / 150 HEIGHT: \_\_\_\_\_

ACCESSORY BUILDING SETBACK: FRONT: \_\_\_\_\_ REAR: \_\_\_\_\_ SIDES: \_\_\_\_\_ / \_\_\_\_\_ HEIGHT: \_\_\_\_\_

*Per drawing***ADDITIONAL INFORMATION INCLUDED**☐ SITE PLAN ☐ FLOOR PLAN ☐ LAND TITLE ☐ ABANDONED OIL WELL DECLARATION SIGNED☐ ALBERTA NEW HOME WARRANTY / OR PROOF OF EXEMPTION ☐ DISTANCE TO ROAD / HIGHWAY: \_\_\_\_\_**ADDITIONAL INFORMATION AS REQUIRED:**☐ ELEVATIONS ☐ SOIL TESTS ☐ HOURS OF OPERATION: \_\_\_\_\_☐ NUMBER OF DWELLING UNITS: \_\_\_\_\_ ☐ NUMBER OF EMPLOYEES: \_\_\_\_\_☐ PROPOSED BUSINESS ACTIVITIES: \_\_\_\_\_☐ LANDOWNER LETTER OF AUTHORIZATION ☐ ADJACENT LANDOWNER LETTERS OF SUPPORT**MANUFACTURED HOME (MOBILE HOME)**

SERIAL NUMBER: \_\_\_\_\_ YEAR BUILT: \_\_\_\_\_ SIZE: WIDTH \_\_\_\_\_ LENGTH \_\_\_\_\_

**DECLARATION**

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE COUNTY TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

4/10/2025**NOTE:**Signature of Registered  
Landowner required if different  
from Applicant

Date

Date

SIGNATURE OF APPLICANT

SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER

**FOR ADMINISTRATIVE USE**LAND USE DISTRICT: Country Residential RestrictedFEE ENCLOSED: YES ☐ NO ☐ AMOUNT: \$ 50.00 RECEIPT NO.: 216293

DEFINED USE: \_\_\_\_\_

PERMITTED/DISCRETIONARY: Permitted Use with minor height varianceVARIANCE: 2 ft (.61 m) height variance

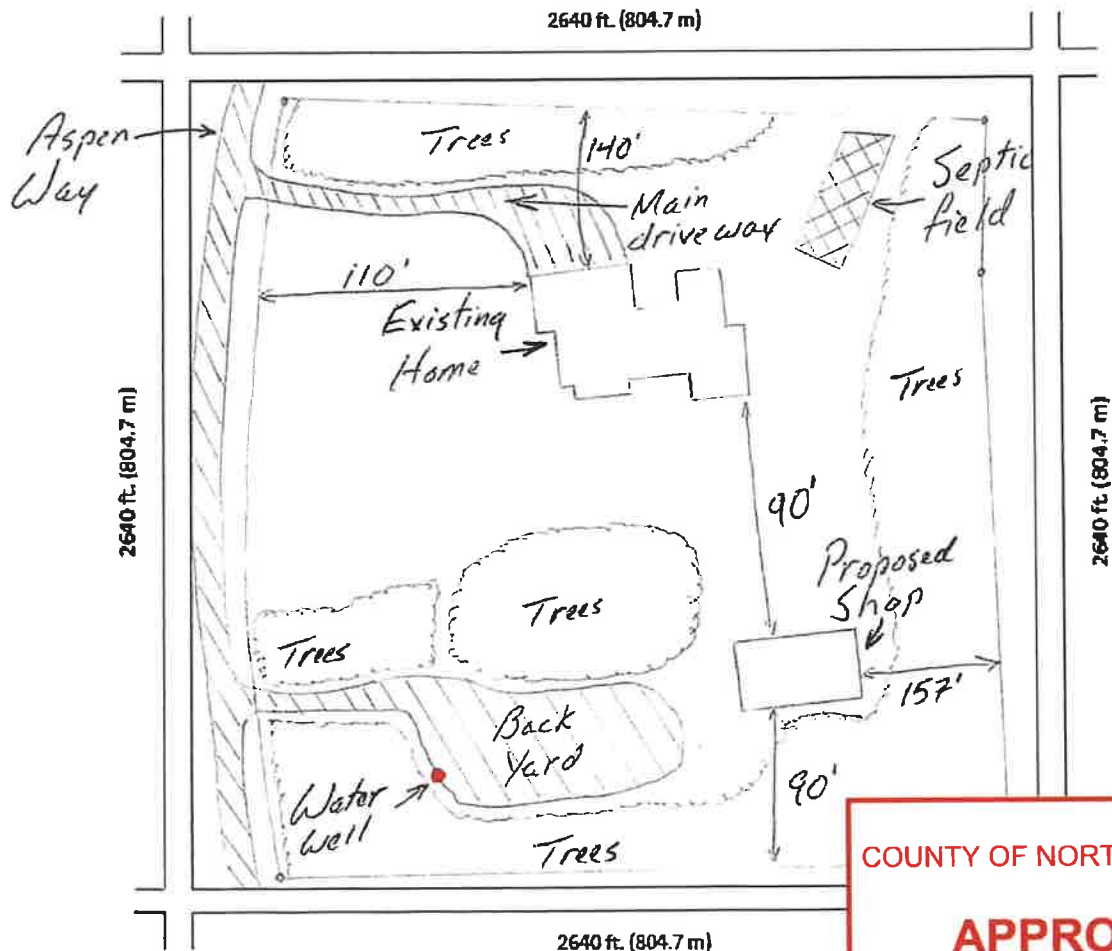
04.A.3)

## PROPOSED DEVELOPMENT SKETCH

LEGAL NE 1/4 SEC 22 TWP 84 RG 22 W 5 M

- ┌ Parcel Boundaries/dimensions (feet, meters, etc.).
- ┌ Locate developed road allowance(s) and access points(s).
- ┌ Distance from all proposed boundary lines to all non-movable buildings (if applicable).
- ┌ Distance from residence to drinking water supply, sewage system outlet and all boundary lines (if applicable).
- ┌ Distance from sewage outlet to water supply and all boundary lines (if applicable).
- ┌ Distance from water supply to all proposed boundary lines (if applicable).
- ┌ Locate additional residence(s) on the 1/4 section (if applicable).
- ┌ Locate shelterbelts, creeks, rivers, drainage ditches, railways, etc.

North



COUNTY OF NORTHERN LIGHTS

**APPROVED**

AS PER LETTER/CONDITIONS

DATED: April 23, 2005

PER: [Signature]

04.A.3)



To: **Reeve and Council – County of Northern Lights** Date: **May 13, 2025**  
Attention: **Mr. Gerhard Stickling, Chief Administrative Officer** Project No.: **16613**  
Cc: **David Schoor**  
Applicant: **DP25-10 Landowner(s)**  
From: **Gail Long**

## Application

The applicant proposes to develop a Home-Based Business, Major, limited to a Bed and Breakfast, to be located on Lot 1, Block 2, Plan 182 3355, on a portion of SW 14-84-24-W5M. The Bed and Breakfast will be located within a 6.1m high yurt already existing on the parcel. The yurt is 20 feet in diameter and is approximately 300 ft<sup>2</sup> in size.

A yurt is a portable, circular dwelling characterized by a lattice of flexible poles covered in felt and fabric, creating a dome-shaped structure. It is the applicant's intentions to offer a "glamping" experience on a seasonal basis from May to October. "Glamping" is defined as a form of camping involving accommodation and facilities more luxurious than those associated with traditional camping. The maximum number of occupants will be limited to four people. The yurt consists of an open space with a queen bed, a trundle bed, a table and chairs, and a dresser. There is a deck around the yurt that leads to an outdoor privy. Breakfast will be made available by the applicants.

## Site and Surrounding Lands

The subject parcel consists of 4.05 ha and is zoned Country Residential General (CR1) District. A Home-Based Business, Major, is listed as a Discretionary Use in this District. The parcel is located approximately 9 km northwest of Grimshaw, and is within the County of Northern Lights and MD of Peace Intermunicipal Development Plan (IDP).

The parcel, on its east side, is heavily treed. Agricultural lands are located to the west and north of the treed area. An existing residence and attached garage are located in the treed area. The existing yurt is in the treed area north of the residence. The applicant intends to convert a 14' diameter grain bin that is situated close to the yurt into a covered meeting area with a central fire pit. An outdoor privy with tank is located near the east parcel boundary. Potable water will be supplied to the yurt from an existing water well located on site.

Adjacent lands contain a mixture of land use districts. The parcel to the east, west and north of the parcel is zoned Agriculture Restricted (AR) District. A parcel located in the southwest corner of the quarter is zoned Country Residential General (CR1) District while the lands directly south of the parcel are zoned Crown Land (CL) District.

04.B.1)



The parcel is located within the Grimshaw Gravels Aquifer but is not located within any historical value (HRV) classified designation, key wildlife biodiversity zone, or environmentally sensitive area. Cardinal Lake is located approximately 450m from the SE corner of the parcel. A wetland review, based on Alberta Merged Wetlands Inventory, indicates there are no wetlands on the parcel.

## Access and Servicing

The quarter section is accessed via Township Road 842, which is located south of the property and is classified as a residential road. A second access to the parcel is located west of the treed area.

There is a water well on the parcel, and an ATCO overhead powerline located on the south side of the parcel which provides power to the site. A low-pressure gas line is located on the parcel. There are no high-pressure gas lines, county water lines, wellsites, or any record of spills or contamination within the quarter section.

## Compliance with Approved Plans and Land Use Compatibility

The proposed development was reviewed against the County's Municipal Development Plan, the County's and MD of Peace's IDP, and the Land Use Bylaw and relevant provincial legislation. No concerns have been identified.

## Circulation Comments

The application was circulated to the MD of Peace, affected agencies and adjacent landowners. Responses were received from Alberta Energy Regulator, Pembina Pipelines, Telus, and the Grimshaw Aquifer Association, all indicating they had no concerns. Alberta Health Services has been in contact with the applicant and has indicated that the applicant will meet all requirements under the Public Health Act. Alberta Municipal Affairs has advised they have no concerns with the proposed development, subject to the outdoor privy being equipped with a water-tight holding tank being used on commercial property. They advised that the privy should comply with Part 10 of the 2021 Alberta Private Sewage System Standard of Practice. No concerns from the MD of Peace, adjacent landowners or any other referral agencies were received.

## Recommendation

It is recommended that this application for a Home-Based Business, Major, limited to a Bed and Breakfast, to be located on Lot 1, Block 2, Plan 182 3355, a portion of SW14-84-24-W5M, be **APPROVED** subject to the following conditions:

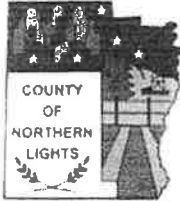
1. The development proceeds in accordance with the attached plans and site plan to reflect the proposed location on Lot 1, Block 2, Plan 182 3355, a portion of SW14-84-24-W5M.



2. The applicant shall comply with the uses and regulations of the Country Residential General (CR1) District.
3. The applicant may be required to enter into a development agreement with the County, which may include upgrades to the existing approach(es). If upgrades are required, the applicant/owner shall consult with the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards.
4. The applicant shall comply with all requirements under the Public Health Act.
5. The applicant shall comply with Part 10 of the 2021 Alberta Private Sewage System Standard of Practice.
6. The applicant shall provide a portable toilet on site and ensure all waste is emptied at an authorized waste disposal location.
7. The applicant shall set the proposed fire pit into bare ground or a non-combustible surface and ensure a 3 m (10 ft) clearance from the existing yurt, property lines, and other combustible materials.
8. The applicant shall ensure the fire pit is less than 0.6m (2 feet) high and less than 1m (3 feet) wide, with enclosed sides made from bricks, concrete, or heavy gauge metal.
9. The applicant shall install a spark containment cap on the chimney pipe that extends from the fire pit to the centre opening of the grain bin.
10. The applicant shall provide garbage receptacles on site and ensure all garbage is hauled offsite on a regular basis to an appropriate waste transfer facility.
11. Additional development or construction is not allowed without an approved development permit from the County of Northern Lights.
12. The decision being posted on the County website and advertised in a local newspaper and no appeal against said decision being successful.

### **Advisement:**

1. The second approach onto the parcel located west of the treed area is allowed to remain subject to the condition that there will be no maintenance or replacement by the County.



# DEVELOPMENT PERMIT APPLICATION FORM A

"An Agriculture Based Community"

FOR ADMINISTRATIVE USE

APPLICATION NO.

DATE RECEIVED

ROLL NO.

County of Northern Lights, # 600, 7<sup>th</sup> Ave. NW Box 10, Manning, AB, T0H 2M0

W: [www.countyofnorthernlights.com](http://www.countyofnorthernlights.com) | E: [development@countyofnorthernlights.com](mailto:development@countyofnorthernlights.com) | T: (780) 836-3348 | F: (780) 836-3663

I / We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application. I / We understand that this application will not be accepted without the following

- (a) application fee
- (b) site plan sketch that includes all relevant detail to the proposed development (e.g. proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

| APPLICANT INFORMATION                                                                         |             |             | COMPLETE IF DIFFERENT FROM APPLICANT    |             |             |
|-----------------------------------------------------------------------------------------------|-------------|-------------|-----------------------------------------|-------------|-------------|
| NAME OF APPLICANT<br>Brian and Sharon Bruce                                                   |             |             | NAME OF REGISTERED OWNER<br>Brian Bruce |             |             |
| ADDRESS<br>Box 1806                                                                           |             |             | ADDRESS<br>SW-14-84-24-W5               |             |             |
| Grimshaw, AB                                                                                  |             |             | County of Northern Lights, AB.          |             |             |
| POSTAL CODE<br>T0H 1W0                                                                        |             |             | POSTAL CODE<br>T0H 1W0                  |             |             |
| EMAIL ADDRESS*<br>brucebrianw@gmail.com                                                       |             |             | EMAIL ADDRESS*                          |             |             |
| *By supplying the County with an email address, you agree to receive correspondence by email. |             |             |                                         |             |             |
| PHONE (CELL)<br>780-819-9779                                                                  | PHONE (RES) | PHONE (BUS) | PHONE (CELL)                            | PHONE (RES) | PHONE (BUS) |

| LAND INFORMATION                                                                                                       |                                                                        |
|------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| Municipal Address (if applicable) 241060 Township Rd 842                                                               |                                                                        |
| Legal description (if applicable) Registered Plan: 1823355 Block 2 Lot (parcel) 1                                      |                                                                        |
| QTR/LS SW Section 14 Township: 84 Range 24 Meridian W5                                                                 |                                                                        |
| Size of the Parcel to be developed 4.05 <input type="checkbox"/> Acres or <input checked="" type="checkbox"/> Hectares |                                                                        |
| Description of the existing use of the land Residence, Hay land                                                        |                                                                        |
| Proposed Development: Operating a seasonal Glamping Bed and Breakfast. (Temporary Structure, 20' diameter Yurt)        |                                                                        |
| Structure already in place for personal use, request change of purpose to home based business                          |                                                                        |
| Circle any proposed uses(s):                                                                                           |                                                                        |
| <input type="checkbox"/> SIGN(S)                                                                                       | <input type="checkbox"/> CULVERT(S)/ ROAD ACCESS POINT(S)              |
| <input type="checkbox"/> DWELLING UNIT(S)                                                                              | <input type="checkbox"/> ACCESSORY STRUCTURE(S)/ USE(S)                |
| <input checked="" type="checkbox"/> HOME BASED BUSINESS                                                                | <input type="checkbox"/> COMMERCIAL OR INDUSTRIAL STRUCTURE(S)/ USE(S) |
| <input type="checkbox"/> PUBLIC USE(S)/ UTILITIES                                                                      | <input checked="" type="checkbox"/> OTHER (SPECIFY)                    |
| Estimated                                                                                                              | Date of Commencement May, 2025                                         |
| Date of Completion                                                                                                     | Value of Construction: \$ 15,000.00                                    |

04.B.1)

**PROPOSAL INFORMATION**DEVELOPMENT IS ☐ NEW☐ EXISTING☒ ALTERATION TO EXISTINGLAND IS ADJACENT TO: ☐ PRIMARY HIGHWAY ☒ LOCAL ROAD ☐ INTERNAL SUBDIVISION ROAD ☐ OTHERLOT AREA 4.05ha LOT WIDTH 188.06m LOT LENGTH 215.20m PERCENTAGE OF LOT OCCUPIED: 1 %PRINCIPAL BUILDING SETBACK FRONT: 79.23m REAR: 129.87m SIDES 15.73m / 149.96m HEIGHT 5mACCESSORY BUILDING SETBACK: FRONT: 135m REAR: 74.1m SIDES 17.3m / 164.66m HEIGHT 4m**ADDITIONAL INFORMATION INCLUDED**☒ SITE PLAN ☐ FLOOR PLAN ☒ LAND TITLE ☒ ABANDONED OIL WELL DECLARATION SIGNED☐ ALBERTA NEW HOME WARRANTY / OR PROOF OF EXEMPTION ☒ DISTANCE TO ROAD / HIGHWAY 135m**ADDITIONAL INFORMATION AS REQUIRED**☐ ELEVATIONS ☐ SOIL TESTS ☐ HOURS OF OPERATION \_\_\_\_\_☐ NUMBER OF DWELLING UNITS 1 ☐ NUMBER OF EMPLOYEES 2☒ PROPOSED BUSINESS ACTIVITIES Glamping Bed and Breakfast☒ LANDOWNER LETTER OF AUTHORIZATION ☒ ADJACENT LANDOWNER LETTERS OF SUPPORT**MANUFACTURED HOME (MOBILE HOME)**

SERIAL NUMBER \_\_\_\_\_ YEAR BUILT \_\_\_\_\_ SIZE: WIDTH \_\_\_\_\_ LENGTH \_\_\_\_\_

**DECLARATION**

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE COUNTY TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

**NOTE:**Signature of Registered  
Landowner required if different  
from Applicant

March 24, 2025

Date

March 24, 2025

Date

SIGNATURE OF APPLICANT

SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER

**FOR ADMINISTRATIVE USE**

LAND USE DISTRICT \_\_\_\_\_

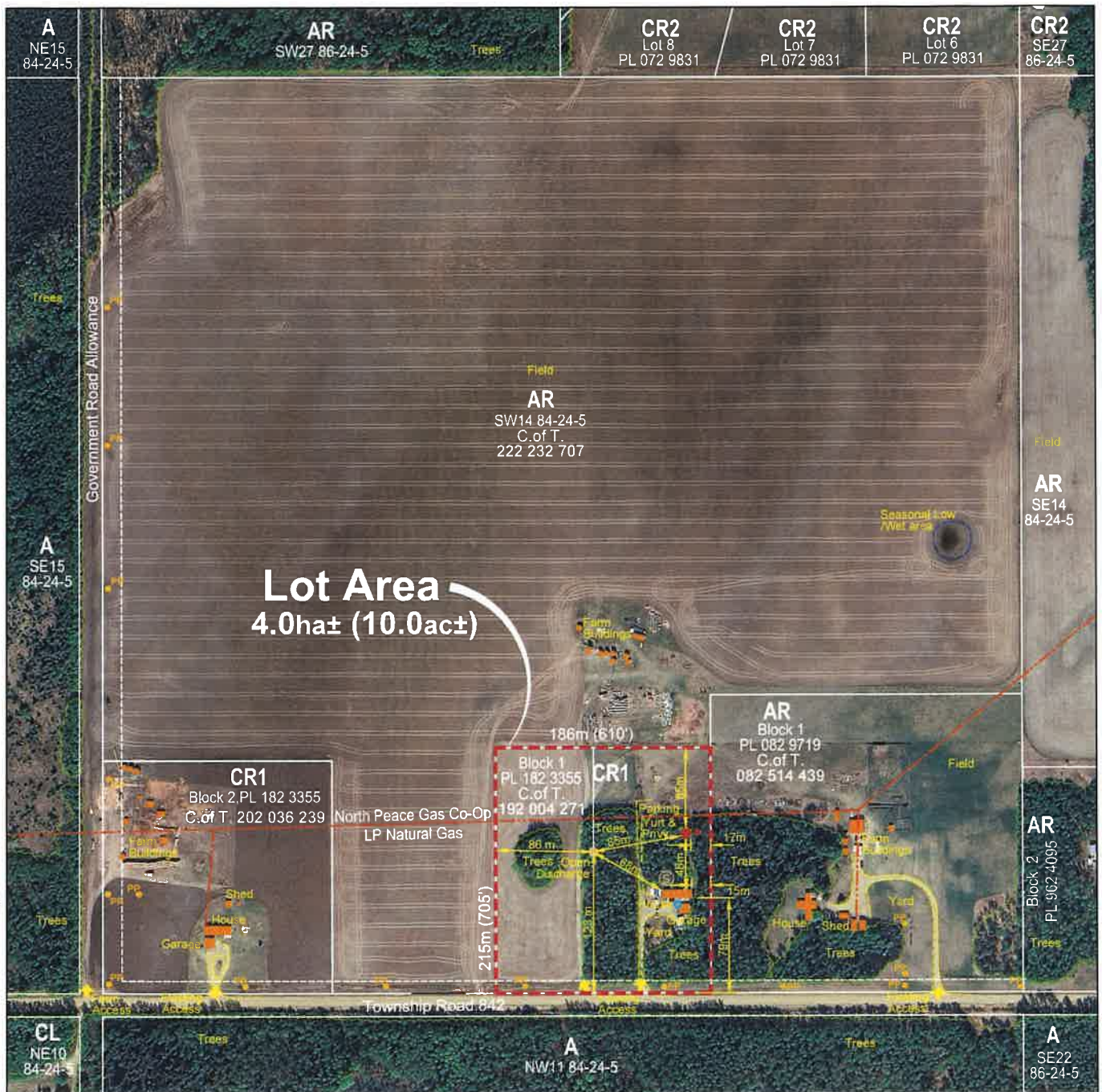
FEE ENCLOSED: YES ☐ NO ☐ AMOUNT \$ \_\_\_\_\_ RECEIPT NO.: \_\_\_\_\_

DEFINED USE \_\_\_\_\_

PERMITTED/DISCRETIONARY \_\_\_\_\_

VARIANCE \_\_\_\_\_

04.B.1)



# DEVELOPMENT PERMIT APPLICATION

COUNTY OF NORTHERN LIGHTS

LEGAL: SW14, Twp 84, Rge 24, W5M

FILE No. DP-25-10



**LEGEND**

- Location of Yurt & Privy
- Buildings/Structures
- Existing Access
- Low Pressure Natural Gas Servicing
- Open Discharge/Pumpout
- Septic Tank
- Water Well
- ATCO Powerlines
- Edge of Treeline

SCALE 1 : 5,000

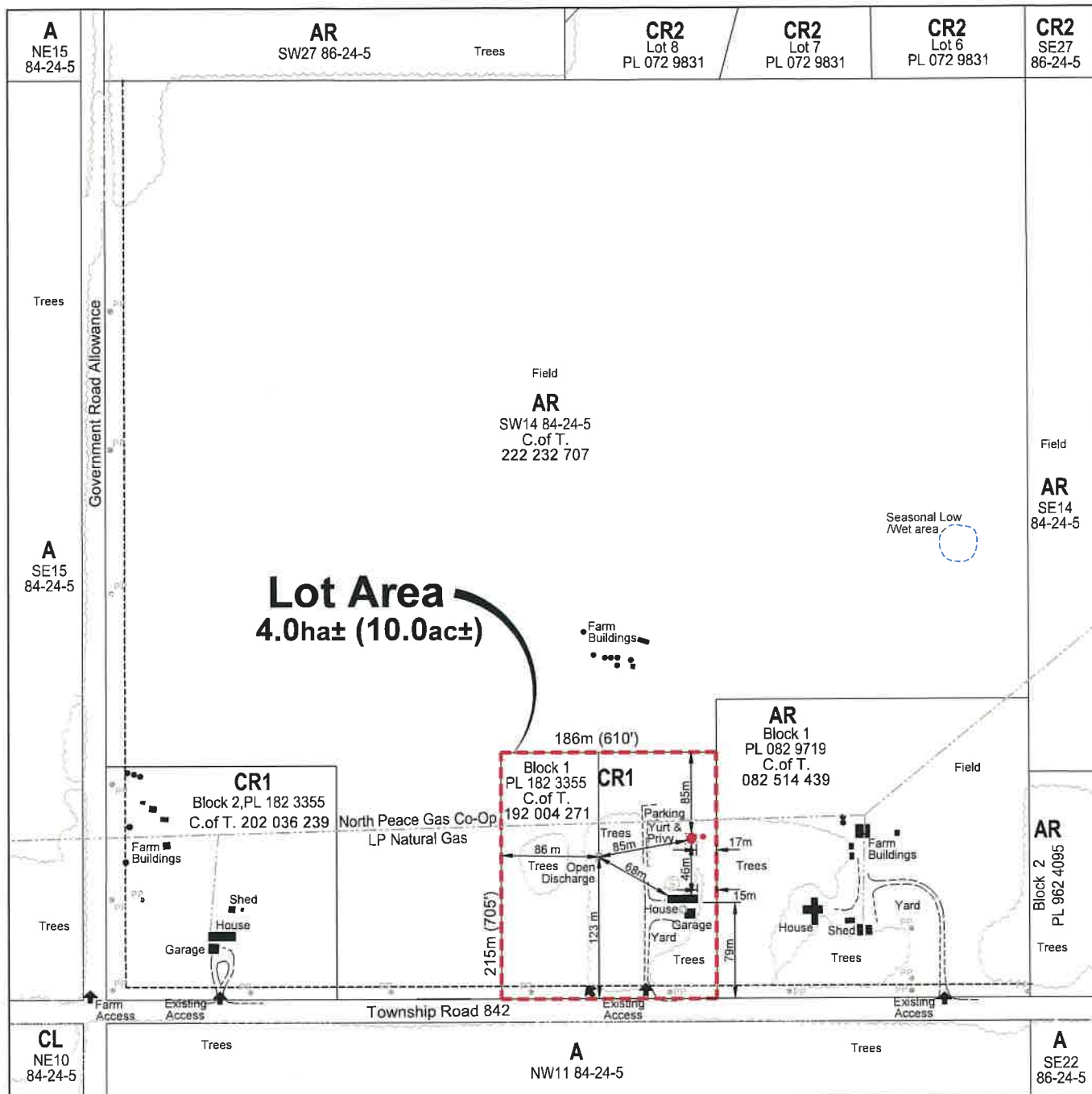
0 50 100 150 200(m)

NOTE: Improvements located as per data supplied by owner and Abadata measurements.



April 8, 2025

04.B.1)



# DEVELOPMENT PERMIT APPLICATION

COUNTY OF NORTHERN LIGHTS

LEGAL: SW14, Twp 84, Rge 24, W5M

FILE No. DP-25-10



## LEGEND

- Location of Yurt & Privy
- Buildings/Structures
- Existing Access
- Low Pressure Natural Gas Servicing
- Open Discharge/Pumpout
- Septic Tank
- Water Well
- ATCO Powerlines
- PP Edge of Treeline

SCALE 1 : 5,000

0 50 100 150 200 (m)

NOTE: Improvements located as per data supplied by owner and Abadata measurements.



April 8, 2025

04.B.1)



## APPLICANT STATEMENT REGARDING ABANDONED WELLS

In accordance with the Municipal Government Act Subdivision and Development Regulation

I, Brian and Sharon Bruce Brian Bruce registered owner (or  
(Please Print)

their agent) of SW 14 84 24 W5, have consulted the Energy  
(Legal Land Description)

Resources Conservation Board (ERCB) Abandoned Well Map Viewer, and verified that **there are no abandoned wells** located the property subject to this application. A copy of the ERCB map showing the subject property is attached.

A handwritten signature in blue ink, appearing to be "BB", written over a horizontal line.

Signature of registered owner (or agent)

March 24, 2025

Date

04.B.1)



## County of Northern Lights

# 600 7th Avenue NW, Box 10, Manning, AB T0H

2M0 Phone: (780) 836-3348 Fax (780) 836-3663

### ADDITIONAL DEVELOPMENT INFORMATION

PLEASE INDICATE BELOW THE METHOD OF SEWAGE DISPOSAL AND TYPE OF DOMESTIC WATER SUPPLY TO BE USED IN RELATION TO YOUR DEVELOPMENT APPLICATION. PLEASE INDICATE ON THE SITE PLAN THE PROPOSED LOCATION AND DISTANCES OF YOUR WATER SUPPLY AND SEWAGE DISPOSAL FROM ALL PROPERTY LINES AND RESIDENCE

#### TYPE OF DOMESTIC WATER SUPPLY (PLEASE CHECK)

N/A    DUGOUT

N/A    WELL

N/A    CISTERN AND HAULING SERVICE

N/A    COMMUNITY WELL/MUNICIPAL SERVICE

E    OTHER (PLEASE SPECIFY) existing well will be used to fill an above ground cistern

#### TYPE OF DOMESTIC/COMMERCIAL SEWAGE DISPOSAL (PLEASE CHECK)

N/A    OPEN DISCHARGE/APPROVED SEPTIC TANK

N/A    SUB-SURFACE DISPOSAL/APPROVED SEPTIC TANK

N/A    ABOVE GROUND MOUND/APPROVED SEPTIC TANK

N/A    APPROVED SEWAGE LAGOON

E    OUTDOOR PRIVY

N/A    MUNICIPAL SERVICE

N/A    OTHER (PLEASE SPECIFY)

PLEASE INDICATE IF THE ABOVE INFORMATION IS:

- a) ☒ EXISTING  
b) ☐ PROPOSED

#### FOR ADDITIONAL INFORMATION CONTACT:

MUNICIPAL AFFAIRS AND HOUSING, Public Safety Department  
PEACE RIVER, AB  
PHONE: 1-866-421-6929

04.B.1)

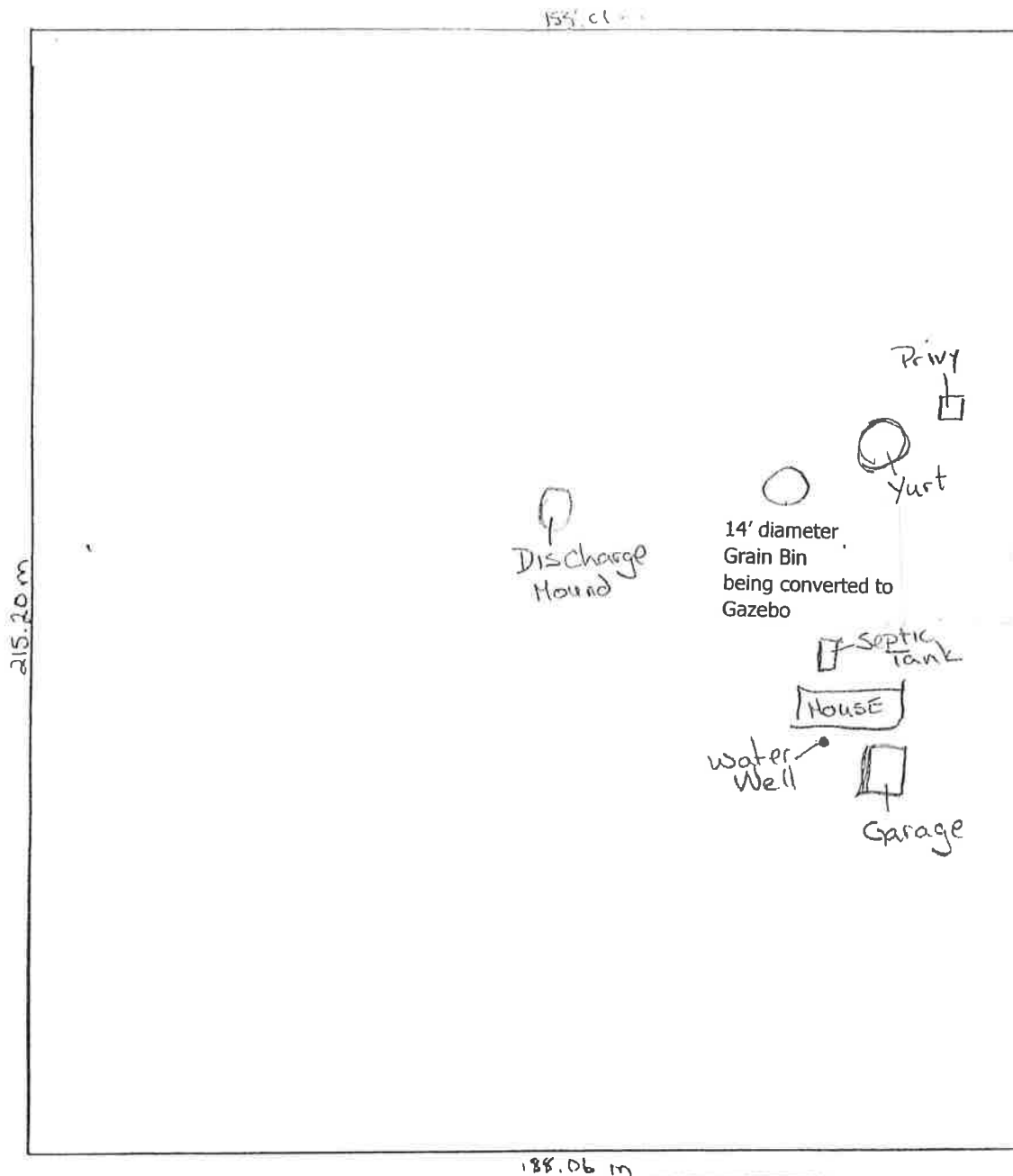
04.B.1)

Distances:

Pump Out to  
Boundaries  
North 91.  
South 123.  
West 86.  
East 101.  
House 59.  
Yurt 85  
Well 69.  
Septic Tank 70

Water Well to  
Boundaries  
North 111  
South 77  
East 29  
West 186  
House 2  
Septic Tank 16  
Yurt 58

Septic Tank to  
Boundaries  
North 123  
South 92  
East 32  
West 156  
House 6  
Yurt 43



SW-14-84-24-W-5  
Lot 1 - Block 2

Distances

House to:  
North 136  
South 79  
East 15  
West 151  
Yurt 46

Yurt to:  
North 85  
South 135  
East 17  
West 171



04.B.1)



04.B.1)



COUNTY OF  
**Northern Lights**

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0  
Phone 780-836-3348 Fax 780-836-3663  
Toll Free 1-888-525-3481

**Agenda Item No.**

**MPC 04-C-1**

|                     |                             |
|---------------------|-----------------------------|
| <b>Subject:</b>     | Discussion Re SeaCans       |
| <b>Agenda Date:</b> | May 13 <sup>th</sup> , 2025 |
| <b>Attachments:</b> | N/A                         |

**RECOMMENDATION**

It is recommended that

1. Council accept this report for information; AND

**BACKGROUND**

We recently received a question from a rate payer regarding the need for a development permit in order to move a sea can onto a property. This sparked some debate among staff and ISL as to the appropriate treatment, the current applicable treatment, and what Council may wish to see in the future.

SeaCan containers currently come in multiple sizes and are commonly used as temporary or permanent storage sheds. In recent history, they have become popular in alternative uses, including being utilized as walls for container shops, converted into housing units, etc.

In accordance with our land use bylaw, a development permit is not required in the following circumstances;

A development permit is not required for the following developments provided they comply with the requirements of Sections I and K of this Bylaw:

- (a) works of maintenance or repair to any building provided that such works do not include structural alterations or major works of renovation (structural alterations being those which, in the opinion of the Development Authority, would result in substantial changes to the roof, foundation, or exterior walls of a structure, or alterations that result in an expansion of the usable floor area of a structure to serve to reduce existing setback distances);
- (b) the completion of a building which is lawfully under construction at the date this Bylaw comes into effect provided that the building is completed in accordance with the terms of any permit granted in respect of it;
- (c) the use of any building identified in D2(b) for the purpose for which construction was commenced;
- (d) the construction and maintenance of gates, fences, walls or other means of enclosure less than 0.9 m (3 ft) in height in front yards and less than 1.8 m (6 ft) in height in side and rear yards;
- (e) a temporary building, the sole purpose of which is incidental to the erection or alteration of a permanent building or structure, for which a development permit has been issued;
- (f) public works, services and utilities carried out by or for government authorities on land which is publicly owned or controlled;
- (g) the agricultural use of a lot which is assessed as farmland and used for extensive agricultural uses, including farm buildings. Intensive agricultural operations require development permits for the use of the land as defined in this Bylaw, but not for specific structures associated with such operations;

- (h) one temporary on-site sign which does not exceed 1.0 m<sup>2</sup> (11 ft<sup>2</sup>) in area nor 1.5 m (5 ft) in height and is intended for (i) advertising the sale or lease of a dwelling unit or property, or (ii) identifying a construction or demolition project for which a development permit has been issued, or (iii) identifying a political or charitable campaign;
- (i) one permanent on-site sign which is intended for use as (i) a commemorative plaque of a non-advertising nature, or 18 County of Northern Lights Land Use Bylaw (ii) the identification of a farm residence or the advertising of farm products;
- (j) any signage for which approval from Alberta Transportation is required;
- (k) the stripping of top soil if required for site preparation for an approved development;
- (l) antennae and supporting structures installed in accordance with Section 123 which do not exceed 4.6 m (15 ft) in height from grade;
- (m) A Solar Collector Panel (Ground Mount) that is smaller than 56 m<sup>2</sup> (602.8 ft<sup>2</sup>) in Agricultural and Industrial Districts and smaller than 28 m<sup>2</sup> (301.4 ft<sup>2</sup>) in all other Districts, provided that all setbacks and height regulations for the required land use district are met and is developed in accordance with Section 130; (Bylaw 22-61-468)
- (n) a Geothermal Energy System provided it is developed in conformance with Section 135; (Bylaw 1661-352)
- (o) Borrow Pits in any Agricultural, Industrial, Crown Land or Direct Control District provided that: (i) the maximum area of excavation does not exceed 500 m<sup>2</sup> and the amount of topsoil or fill being added or excavated does not exceed 40 m<sup>3</sup>; and (ii) no watercourse or drainage easement is affected and water is not directed onto adjacent lands. (Bylaw 16-61-352)
- (p) A Solar Panel (Roof Mount) that is in compliance with the Alberta Building Code and Section 130. (Bylaw 22-61-468)

I have highlighted the only two relevant articles that could potentially relate to seacans.

The purpose of our land use bylaws, as indicated by Council in the bylaw is to "Regulate the use and development of land and buildings within the County of Northern Lights".

Seacan or storage container are not defined within the land use bylaw. Thus, the closest definition that would include these would be "accessory building" which is noted as either a permitted or discretionary use in most zones.

With all of this in mind, we must discuss the following;

1. Does Council feel we need to require development permits for a seacan container?
  - a. Does size matter?
  - b. Does number of sea can's matter?

The only current exemptions would be if it was being utilized for storage during other construction that a development permit had been issued for, or if it was for Agricultural purposes on a agricultural zoned lot.

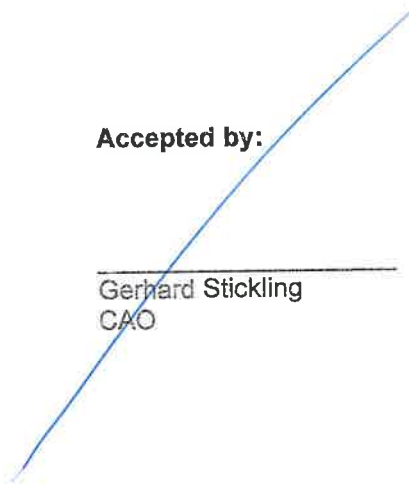
2. At what point would Council see it necessary to have one
  - a. One seacan placed on a property for storage (permanently)?
  - b. Multiple Seacans?
  - c. Two seacans forming the walls of a shop structure with a framed roof? What if it was for Ag?
  - d. Multiple Seacans stacked or arranged in a way they are converted to a home? What about a single one converted to a home?

Information obtained through this discussion will be utilized to potentially draft a land use bylaw amendment through joint efforts of ISL and County administration.

**Prepared By:**

  
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**Accepted by:**

  
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CAO