



**TOWN OF BONNYVILLE
MUNICIPAL PLANNING
COMMISSION
AGENDA**

Tuesday, August 27, 2024, 6:00 p.m.

Council Chambers

4917 49 Avenue

Bonnyville, Alberta

	Pages
1. Call to Order	
2. Adoption of Agenda	
3. Adoption of Minutes	
3.a Municipal Planning Commission Meeting Minutes - July 9, 2024	2
4. Development Permit Applications	
4.a Proposed Development Permit 24-D0077	6
4.b Proposed Development Permit 24-D0074	11
4.c Proposed Development Permit 24-D0082	19
4.d Proposed Development Permit 24-D0085	23
5. Adjournment	



**TOWN OF BONNYVILLE
MUNICIPAL PLANNING COMMISSION
MEETING MINUTES**

**July 9, 2024, 6:00 p.m.
Council Chambers
4917 49 Avenue
Bonnyville, Alberta**

PRESENT: Chair Elisa Brosseau, Member Brian McEvoy, Member Kayla Blanchette, Member David Sharun, Member Phil Kushnir, Member Byron Johnson, Member Neil Langridge

STAFF PRESENT: Bill Rogers, Chief Administrative Officer, Jeannine Chornohos, Finance Director, Joe Kopala - Director of Planning and Development, Dan Heney - General Manager of Planning and Community Service, Tracy Ghostkeeper, Executive Assistant, Bryon Michelson – IT Technician

GUESTS: Rick Janvier and Emmy Plante - Treaty 1 - 11 Gathering Residents - Florence Remesz, Bea Yuill, Shelley Dutertre, Terri Murphy

1. Call to Order

Chair Elisa Brosseau called the meeting to order at 6:38 p.m.

2. Adoption of Agenda

Moved by: Member Brian McEvoy

That the Municipal Planning Commission Meeting Agenda for July 9, 2024 be adopted as presented.

CARRIED

3. Adoption of Minutes

3.a Municipal Planning Commission Meeting Minutes - April 9, 2024

Moved by: Member Byron Johnson

That the Municipal Planning Commission Meeting minutes of April 9, 2024 be adopted as presented.

CARRIED

4. Development Permit Applications

4.a Proposed Development Permit 24-D0073

The Town of Bonnyville has received a development permit application for the installation of a freestanding electronic message sign at the above noted location which is within the (I)-Institutional District of the current Land Use Bylaw 1447-16. The requirements for a Freestanding sign in an institutional zone under section 404-4(b)(viii) states:

(viii) One (1) freestanding sign shall be permitted to be erected on a parcel occupied by a place of worship, public institution or school provided the sign does not exceed 2.5 square metres in sign copy area and 2.5 metres in height.

The applicant is applying for a variance due to the proposed sign being over the 2.5 metre height restriction. The sign being applied for is 4.88 metres (16'-0") in height and the maximum height in an institutional district is 2.5 metres (8'-2") requiring a variance of 48.7%. Included is a mockup of the sign in place as well as the dimensions. The sign copy area is 1.46 sq m, the electronic message portion of the sign is 2.03 sq m and is equipped with dimmer capabilities.

Administration feels that the sign gives a modern look to the school frontage and the message portion would be high enough for visibility. This would allow the school to have messages easily displayed for teachers, staff, students and parents.

We have received one response from an adjacent landowner that is opposed to the sign being installed and no other correspondence has been received.

Moved by: Member Phil Kushnir

THAT the Municipal Planning Commission approve Development Permit Application 24-D0073 with the following conditions:

1. Variance is granted, and the sign can exceed 2.5 metres in height.
2. No part of an electronic message display shall be less than 3.0 metres above grade.
3. The Freestanding sign shall be located on the property as per the provided drawings.
4. The electronic message sign shall not be used for advertising.
5. All electronic message displays must include a dimming feature that will automatically reduce the brightness level to adapt to the ambient light level.

CARRIED

4.b Proposed Development Permit 24-D0075

The Town of Bonnyville has received an application to install a portion of the applicants fence at 2.44 metres (8'-0") in height along with two tall gates on the rear lane. In 2023 there was a sound wall installed on the west side of the property by the Town of Bonnyville in the hopes of mitigating sound transmission from Highway 41. The applicant appears to be happy with the installation of the wall, but they find sound gets trapped in their back yard. The solution they have come up with would be installing 2.44-metre-high gates to access the lane and run the 2.44 metre fence for approximately 9.14 metres (30'-0") between their property and the adjacent property to the east.

Previously on May 6, 2015 the Municipal Planning Commission had approved a 2.44 metre (8'-0") fence for a property that was adjacent to a commercial property to have more privacy for the applicant. In this case the applicant is hoping to mitigate the sound from Highway 41 with their tall fence.

There has been one adjacent landowner that is not in favor of the tall fence. We have not had any other correspondence.

Moved by: Member Byron Johnson

THAT the Municipal Planning Commission approve development permit application 24-D0075 with the following conditions:

1. The fence shall be located as per the site plan submitted as part of the development permit application.
2. The applicant is responsible to ensure the constructed fence will be structurally sound and able to withstand wind pressures.
3. No portion of this fence or gates shall be connected to the recently constructed sound wall on the property.
4. The gate to the lane and the portion of the fence between 5425-52 Avenue and 5423-52 Avenue shall not exceed 2.44 metres in height and shall not extend more than 9.14 meters from the north end of the property to the southeast.
5. The applicant is responsible for contacting Alberta One-Call for utility locates prior to commencing construction.
6. The applicant shall be financially responsible during construction for any damage by the applicant, their servants, their suppliers, agents or contractor to any public or private property.
7. The applicant shall prevent excess soil or debris from being spilled on public streets, lanes and sidewalks and shall not place soil or any other materials on adjacent parcels without permission in writing from adjacent property owners.

CARRIED

5. Adjournment

Moved by: Member Kayla Blanchette

That the Municipal Planning Commission meeting be adjourned at 6:39 p.m.

CARRIED

Minutes read and adopted this _____ day of _____, 2024.

Chairperson, Municipal Planning
Commission

Secretary, Municipal Planning
Commission

TOWN OF BONNYVILLE

REQUEST FOR DECISION

To: Municipal Planning Committee

Date: August 8, 2024

Submitted By: Administration

Target Decision Date: August 27, 2024

SUBJECT: Proposed Development Permit 24-D0077 Reviewed By: CAO

Other Uses: (Similar to Indoor Amusement) Change of Use Vacant to - Gym

Municipal Address: 103-5210 55 Street

Legal Description: Lot: 4 Block: 5 Plan: 782 3443

BACKGROUND: The Town of Bonnyville received an application for a change of use from vacant to a gym facility at the subject property. This property is within the C3 – Highway Commercial District of our current Land Use Bylaw 1447-16 and gyms are not listed as a permitted or discretionary within a C3 – Highway Commercial District. The proposed development is being viewed as similar to an indoor amusement establishment in this instance, where instead of games there are exercise equipment. The current Land Use Bylaw defined indoor amusement establishment as follows:

Amusement Establishment, Indoor means an indoor facility within any building, room or area having table games or electronic games played by patrons for entertainment, typical uses include bingo halls, arcades, pool hall, casinos or similar games;

Adjacent landowner notifications have been sent out and as of the writing of this document we have received no correspondence related to this proposed development.

DESIRED OUTCOMES: Approval of the application to allow another gym facility in the Town of Bonnyville.

ENCLOSURES:

- Application
- Business registration form

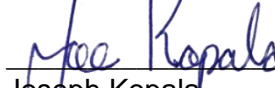
RESPONSE OPTIONS:


- Response Option 1: Approve the development permit application 24-D0077 with the provided conditions.
- Response Option 2: Refuse the development permit application 24-D0077 with reasons.

RECOMMENDATION: That the Municipal Planning Commission **APPROVE** development permit application 24-D0077 with the following conditions: 1. The address shall be posted on structure and shall have a minimum height of 5 inches as per the Addressing Bylaw. 2. The applicant is responsible for obtaining all other building, electrical, gas and or plumbing permits as required by the work undertaken. Any schedules required under the safety code act shall be submitted to the Town prior to occupancy being granted. 3. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors to any public or private property. 4. The applicant shall prevent excess soil or debris from being spilled on public streets, lanes and sidewalks and shall not place soil or any other materials on adjacent parcels without written permission from adjacent property owners or the municipality.

FINANCIAL: A new business within the Town of Bonnyville will create opportunities for employment as well as many other benefits to having another gym.

STRATEGIC PLAN: New business coming into Town to provide extra services to the area.


Joseph Kopala
Development Officer


Bill Rogers
Chief Administrative Officer



Town of Bonnyville

035035-24-00077
Receipt no. 498197

DEVELOPMENT PERMIT

APPLICANT INFORMATION

Applicant Name: Blake Adams		Application Date: June 24/24
Mailing Address: PO Box 6737		
City/Province: Bonnyville		Postal Code: T9N 2H2
Phone: 780 545 7207	Email Address: blakester 227@hotmail.com	
Applicant Interest: (If not the owner)	<input type="checkbox"/> Contractor: <input type="checkbox"/> Agent: <input type="checkbox"/> Other:	

A LETTER OF AUTHORIZATION IS REQUIRED IN THE ABSENCE OF THE OWNER'S SIGNATURE (OR HIS/HERS)

Owner Name: 2242554 ALBERTA LTD	
Owners Mailing Address: 10510 174A Avenue NW	
City/Province: Edmonton Alberta	Postal Code: T5X 0E3
Phone: 780-220-3881	Email Address: linajomaa@hotmail.com

PROPERTY INFORMATION

Municipal Address: 5210A-55 st		Land Use District: Choose One	
Legal Description:	Lot(s): 4	Block: 5	Plan: 7823443
or Part Section:	Section:	Twp:	Range: Meridian:
Lot Information:	Width:	Length:	Lot Area: (sqm)

DEVELOPMENT INFORMATION

<input type="checkbox"/> New Construction <input type="checkbox"/> Reno/Addition/Alteration/Installation <input checked="" type="checkbox"/> Other		Construction Value: 0
Description of Development: Clean and paint shop for new business		
Estimated Start Date: June 17/24	Estimated Completion Date: June 22/24	Area of Development: (sqm) Building Height: (m)
Setbacks: Foundation to Property Line: (m) (New Builds / Accessor Structures etc.)	Front: (m)	Sides: (m) Rear: (m)

Variance Description: (If variance is being requested):

A Development Permit is valid for 365 days from date of issuance.

I/we hereby declare I/we have reviewed and understand the conditions/terms of the Town of Bonnyville Land Use Bylaw and that the development identified in this application will be conducted in accordance with the plans submitted and upon approval, will adhere to the conditions and provisions of the Town of Bonnyville Land Use Bylaw. I/we hereby grant the Development Authority Right of Access to conduct all necessary inspections on the subject property with respect to this application. All work will be conducted in accordance with the plans submitted. I/we further declare that I/we will notify the Development Authority of any proposed changes to the plans submitted with this application.

Date Signed: June 24	Print Name: Blake Adams	Signature of Applicant:
Date Signed: 6/26/2024 11:31 AM MDT	Print Name: Lina Abdulrahim	Signature of Owner: (If not the applicant) or letter of authorization:

CONTINUED ON REVERSE

Important Notice: This application does not permit you to commence development until such time a development permit has been issued by the Development Authority. If approval has not been received within 40 days of the date the application is deemed refused, you have the right to file an appeal to the Subdivision Appeal Board.

Contact the SDAB Secretary at (780) 826-3496 for appeal information.

The following information is required to process your application. Failure to submit any of the below may cause unnecessary delays. Additional information may be required as considered necessary by the Development Authority. Should you have any questions regarding Development Permit submission requirements, please contact Planning & Development at 780-826-3496

Check list of submission requirements for Development Permit Applications

Fields that have an asterisk (*) must be provided. Check that all required information has been submitted with the application.

- ┆ * Application Fee (Cheque/Debit/Cash) *Non-Refundable*
 - ┆ * Certified Copy of Title (Within 60 Days)
 - ┆ * A Site Plan at a scale satisfactory to the Development Officer showing the North Arrow, Scale of Plan, Legal Description of Property, Municipal Address, Land Use District if applicable.
 - ┆ * Locations and Distances to property lines from building, structures, decks, retaining walls, landscaping if applicable.
 - ┆ * Lot Dimensions, Building Area for all structures if applicable.
 - ┆ * Lot Grade Plans to provide positive drainage to an approved drainage course if applicable.
 - ┆ * All Easements shown and labeled if applicable.
 - ┆ Offsite Levies (if applicable, to be paid at the time of Building Permit Application) if applicable.
 - ┆ Location of lot access, existing sidewalks and curbs and distance from property line if applicable.
 - ┆ Building Elevations including front, sides, and rear. Building Height to top of roof if applicable.
 - ┆ Building Plans including scale and dimension of exterior and interior walls, listing construction materials, floor plans of all living spaces proposed to be developed if applicable. (2 Copies required or Digital File)
- The Development Authority may require the following additional information if deemed necessary to assess application:*
- Typical Commercial, Industrial, and Institutional Additional Required Information**
- ┆ Location of Municipal water, sanitary sewer, storm sewer lines and public utilities (gas, power, telephone, and cable) to be utilized in servicing the property.
 - ┆ Plan showing Storm Water Management system submitted and reviewed as condition of Development Permit and prior to Building Permit submission.
 - ┆ Geotechnical report(s) - slope stability, soils, etc. prior to Building Permit submission.
 - ┆ Environmental Assessment Reports - contaminated soils etc. prior to Building Permit submission.
 - ┆ Safety Codes Council Approval for Storage Tank.

OFFICE USE ONLY

Date Received: <i>June 26, 2024</i>		Received By:	
Development Permit Fee: <i>\$100</i>	Offsite Levies:	Receipt #: <i>448197</i>	
Development Application #: <i>035035-24-D0077</i>		Roll #:	
Permitted Use:	Discretionary Use DO:	Discretionary Use MPC:	

4917 49 Avenue (Bag 1006), Bonnyville, AB • T9N 2J7 • Ph: 780-826-3496 • Fax: 780-826-4806

Email: permits@town.bonnyville.ab.ca

Information on this form is collected for the sole use of the Town of Bonnyville and is protected under the authority of the Freedom of Information and Protection of Privacy Act, Sec. 33 (c) which regulates the collection, use and disclosure of personal information.



TOWN OF BONNYVILLE BUSINESS REGISTRY REGISTRATION FORM

The Town of Bonnyville would like to add your Business to the Town Website as a tool to connect, promote and provide business opportunities to local business. Please complete this form to register your business and be advised that, with your approval, portions of this information may be published on the municipal website at www.town.bonnyville.ab.ca

Check one of the following boxes to confirm whether or not you approve having your business information published on the Town website.

I **approve** of the Town of Bonnyville including my business information on their publicly available Website.

I **do not approve** of the Town of Bonnyville including my business information on their publicly available website.

APPLICANT INFORMATION

Business Name: Immortal Strength and Conditioning

Numbered Company (if applicable): _____

Business Owner: ~~Blake Adams~~ Blake Adams

Business Phone: 780 545 7207 Business Email: _____

Contact Person (if different from Owner): _____

Contact Phone: _____ Contact Email: _____

Physical Address: 5210A - 55 st

Mailing Address: PO Box 6737 Bonnyville AB T9A 2H2

Town: Bonnyville Prov: AB Postal Code: T9A 2K7

BUSINESS OVERVIEW

Business Sector(s) your business is in: Health + fitness

Year Established: 2024 Is your business located in your home? Y/N

Detailed Description of Business (services or programs provided, products sold or manufactured, items repaired, include brand names where possible, are you an independent business or part of a larger corporation or chain, etc.):

Independent locally owned gym specializing in athletic performance and strength training

Are you the registered landowner of the business location: Y / N

PROFILE INFORMATION (FOR WEBSITE)

Company Website: _____

Do you have an online store? Y / **N**

Social Media Feeds you use and your links:

Facebook: Immortal Strength and Conditioning Instagram: @immortalstrength2024

Twitter: @ _____ # _____

LinkedIn: _____ YouTube Channel: _____

Other (specify): _____

Is your business seasonal? Y / **N**

If yes, what are the general dates of operation? _____

SIGNATURES

I, Blake Adams, (print name) hereby certify that I am authorized to register this business with the Town of Bonnyville and have read, understand, and agree to the information and criteria outlined in this form.

Signature of Applicant: 

Date: June 24/24

PLEASE RETURN THE COMPLETED FORM TO THE TOWN OF BONNYVILLE OFFICE:

4917-49 Avenue
Bag 1006
Bonnyville, AB T9N 2J7
Fax: 780-826-4806
Email: recreation@town.bonnyville.ab.ca

It is the sole responsibility of the business to provide up-to-date information to the Town whenever changes have been made.

The collection of personal information on this document is governed by the Freedom of Information and Protection of Privacy (FOIP) Act as well as other provincial enactments. The Town has legal authority to collect information to assist in the operations of municipal programs and services. Should you have any questions or concerns regarding the content of this document, please feel free to contact our FOIP Coordinator at the Town of Bonnyville, 4917-49 Avenue, Bonnyville, AB T9N 2J7 P: 780-826-3496 F: 780-826-4806.

TOWN OF BONNYVILLE

REQUEST FOR DECISION

To: Municipal Planning Commission

Date: August 1, 2024

Submitted By: Administration

Target Decision Date: Aug 27, 2024

SUBJECT: Proposed Development Permit 24-D0074 **Reviewed By: CAO**
Freestanding Sign with Front and Rear Variance
Municipal Address: 5703 50 Avenue
Legal Description: Lot: 27 Block: 2 Plan: 782 3443

BACKGROUND: The Town of Bonnyville has received a sign application for a Freestanding Sign with a variance. This property is located within the C3 - HIGHWAY COMMERCIAL DISTRICT of the current Land Use Bylaw 1447-16. On July 12, 2022 the Municipal Planning Commission approved an application by the applicant for a setback variance in order to use the existing piles that were on site from the previous businesses sign that was removed from their property located at 5705 50 Avenue. There was a 93.5% Front Yard and 92% side yard variance. New piles were recently installed at the location 5703 50 Avenue that were 1.72 metres from the front property line and 0.44 metres from the west property line. The required setback for Freestanding Signs is 2.0 metres from any property line. Therefore, the applicant is requesting a variance of 14% on the front yard setback and 78% side yard variance. The applicant has also mentioned that they would like to consolidate the two lots into one. In doing so it would remove the need for a side yard variance.

Adjacent landowner notifications were sent out and at the time of writing this document we have not received any feedback for or against this proposed development.

DESIRED OUTCOMES: The applicant would like to have this application approved so they can install a New Freestanding sign for their business.

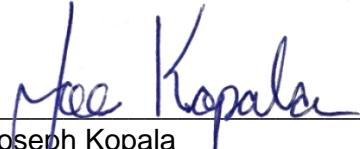
ENCLOSURES:

- Application
- Site Photo
- Survey and Sign Drawings

RESPONSE OPTIONS: The response options are:

- 1) Approve Development Permit Application 24-D0074 with variance and conditions.
- 2) Refuse Development Permit Application 24-D0074 with reasons.

RECOMMENDATION: That the Municipal Planning Commission Approve Development Permit application 24-D0074 with the following reasons: 1. Frontage variance of 14% is approved for this proposed development. Side yard variance not required due to lot consolidation. 2. The freestanding sign shall not project within 2.0 metres of overhead utility lines and shall have a minimum vertical clearance of 3.0 metres from the underside of the sign structure. 3. Lot consolidation by descriptive plan shall be done by December 15, 2024. 4. One freestanding sign per business frontage may be erected on sites having a business frontage of at least 15.0 metres. 5. The maximum height for the freestanding sign shall be 9.75 metres


Joseph Kopala
Development Officer
DM#: 215294


Bill Rogers
Chief Administrative Officer



Town of Bonnyville
 Bag 1006
 4917 - 49 Avenue
 Bonnyville, Alberta T9N 2J7

PH: (780) 826-3496 FAX: (780) 826-4806
 World Wide Web: www.bonnyville.ca
 E-Mail: permits@town.bonnyville.ab.ca

SIGN DEVELOPMENT PERMIT APPLICATION

Development Permit #: 035035-24-D0074

SITE PLAN AND SIGN DRAWINGS REQUIRED

Date Application Paid: _____

MUNICIPAL ADDRESS WHERE SIGN TO BE LOCATED: _____

LEGAL DESCRIPTION: Lot(s) _____ Block _____ Plan _____ Other _____

APPLICANT NAME: <u>Terri Murphy</u>	
ADDRESS: <u>5703 - 50 ave</u>	
CITY/TOWN/ PROVINCE <u>Bonnyville AB</u>	POSTAL CODE <u>T9N2L4</u>
PHONE: <u>780 812 0287</u>	CELL: _____ FAX: <u>NA</u>

REGISTERED OWNER NAME: <u>as below</u>	
(A Letter of authorization is required to be submitted with this application form as well as signatures)	
ADDRESS: <u>Terri Murphy</u>	
CITY/TOWN/ PROVINCE <u>Box 73 Fort Hunt AB</u>	POSTAL CODE <u>T0A1T0</u>
PHONE: <u>780 812 0287</u>	CELL: _____ FAX: _____

Applicant Interest in Sign:

<input type="checkbox"/> Advertiser	<input type="checkbox"/> Other: _____
<input checked="" type="checkbox"/> Owner of Sign	
<input type="checkbox"/> Owner of Building	
<input checked="" type="checkbox"/> Owner of Land where Sign is Proposed to be Located	

Type of Sign: Permanent Temporary Portable Other

Nature (Style) of Sign: _____

Sign Size: Height _____ Length _____

Ground Clearance: _____

Copy Area of Sign in Square Feet: _____

Double Sided Copy: Yes No **Example of Copy/Advertising must be attached**

95
Scamatics

Type of Support: posts & casing

Electrical Connection Required: Yes No **Flashing or Animated:** Yes No

Project Value: 7500

Site plan with sign location and setbacks to property lines shall be submitted with all applications

TO BE COMPLETED BY APPLICANT FOR **PERMANENT SIGNS** ONLY

Building Owner: Terri + Blainu Murphy

Building Owner's Daytime Phone: 780-812-0287

Type of Occupancy in Building: Agri Store

Sign Designer: myself

Installation Contractor: Wade Emery

Contractor/Designer Address: _____

Contractor/Designer Daytime Phone: _____ Cell: _____

TO BE COMPLETED BY APPLICANT FOR **TEMPORARY OR PORTABLE SIGNS** ONLY

Check one:

The property has: a Single Business Occupancy a Multiple Business Occupancy

The sign is proposed to be displayed on the proposed site for _____ days.

Will this be the ONLY temporary or permanent sign on the property? Yes No

Number of Other Signs: _____

Sign Owner's Name: _____

Sign Owner's Mailing Address: _____

Sign Owner's Phone: _____

I hereby understand that should the Land Use Bylaw or conditions of this permit be contravened my sign is liable to be impounded and that I shall be responsible for payment of costs prior to the recovery of the sign from the Town. I hereby consent for the Development Officer, Bylaw enforcement Officer or authorized permit of the Town of Bonnyville, pursuant to Section 542 of the Municipal Government act to enter upon the subject land for the purpose of a site inspection or to remove a violating sign from the land should that sign contravene any provisions of the Land Use Bylaw or conditions of the permit.

Sign Owner's Signature: [Signature]
Date of Signature: _____

Applicant Signature: [Signature]
Date of Signature: _____

Landowner's Signature: [Signature]
Date of Signature: _____

TOWN OFFICE USE ONLY	
Permit Approved _____	Approved By: _____
Effective Date: _____	Expiry Date: _____



5705

5703



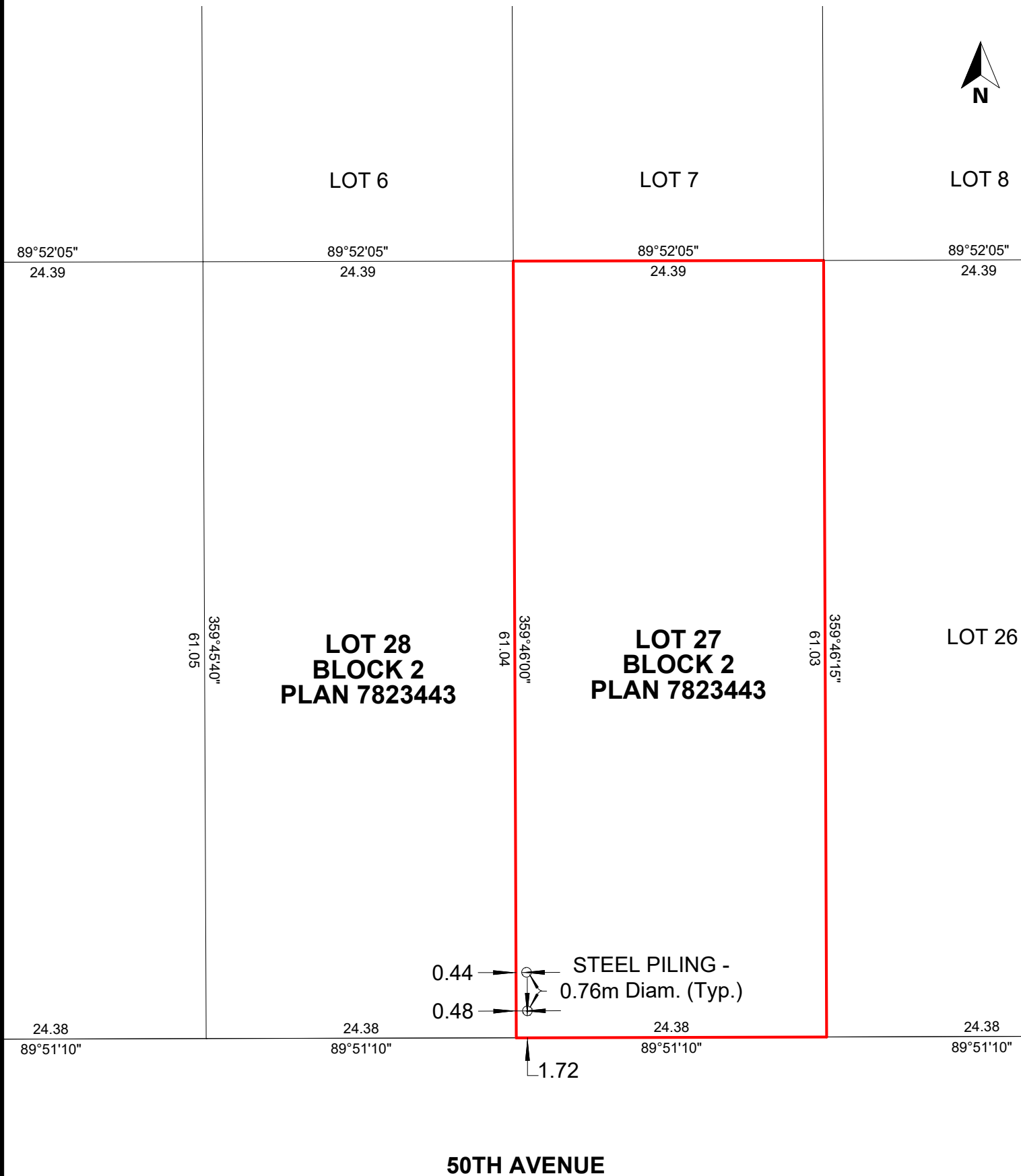
INTA
INTA

SKETCH PLAN

SHOWING AS-BUILT LOCATION OF STEEL PILINGS

LOT 27 BLOCK 2 PLAN 782 3443

BONNYVILLE, AB



Notes:

- The purpose of this plan is to confirm the relation of subject features to property boundaries as a requirement for municipal development permitting.
- Other improvements may exist and are not shown.
- Survey evidence found in good condition unless noted otherwise.
- Distances are in metres and decimals thereof.

Civic Address: 5703 50 AVE
 Plan prepared for: Terri Murphy
 Municipality file number:

KRAWCHUK
 LAND SURVEYS LTD
 Box 945, St. Paul, AB, T0A 3A0
 info@krawchuklandsurveys.ca
 Ph. 780-614-5653
 Fax. 833-859-4204

Legend:

- Calculated point
- Eave line
- Found statutory iron post
- Subject parcel boundaries

Abbreviations:

Diam. diameter
 Typ. typical

Scale 1:400

Date issued: JUL. 09, 2024
 File: 24-01-0119

Survey: Required

A. Construction completed: DESIGNER FILLS OUT

Elevation: Front

Removal req'd: No

\. Approx size of existing: DESIGNER

Sign Permit by: Customer

Any obstructions in line of view:

Is there existing electrical:

Does parking effect truck setup:

Any truck set up obstructions:

Can truck reach:

1. Will ground be good if it rains:

1. Is snow removal req'd:

2. Is truck setup on highway/ro:

3. Powerlines within 3m of Install:

1. Permits req'd for truck setup:

A. Meter bag

B. Sidewalk closure:

C. Lane closure:

3. Travel permit req'd:

3. Power permit req'd:

A. By:

7. Electrical connect req'd:

A. By:

3. Breakers labeled:

3. Number of installers:

3. Equipment #1:

1. Second truck req'd:

2. Interior electrical access (for removal/install):

3. Outsource Crane req'd:

1. Trailer req'd:

3. Over dimension load:

3. Overnight req'd:

7. Install time:

3. Travel Time:

3. Extra tools req'd:

Site Contact: Terri Murphy

File Name: Ranchmans' Farm & Feed Store Wood Struct

Phone #: (780) 812-0287

File Date: 08/29/2023

Project Req'd: Standard Turn A

WO:

Date:

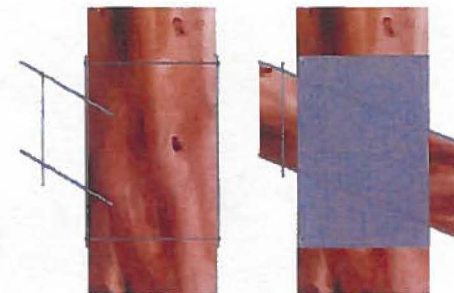
108 in

368 in

270 in



Wood Post (Tree)
Approx 1000lbs



358 in

Wood Posts (Trees)
Approx 3000lbs each

Additional Notes:

UL TAG #: SIGN WEIGHT: EYEHOOK TYPE: BS 16 V2 WLL (2600IB) SHACKLE TYPE: WLL2T (2 TONS) SLING TYPE: 1" TYPE 3 (6200IB)

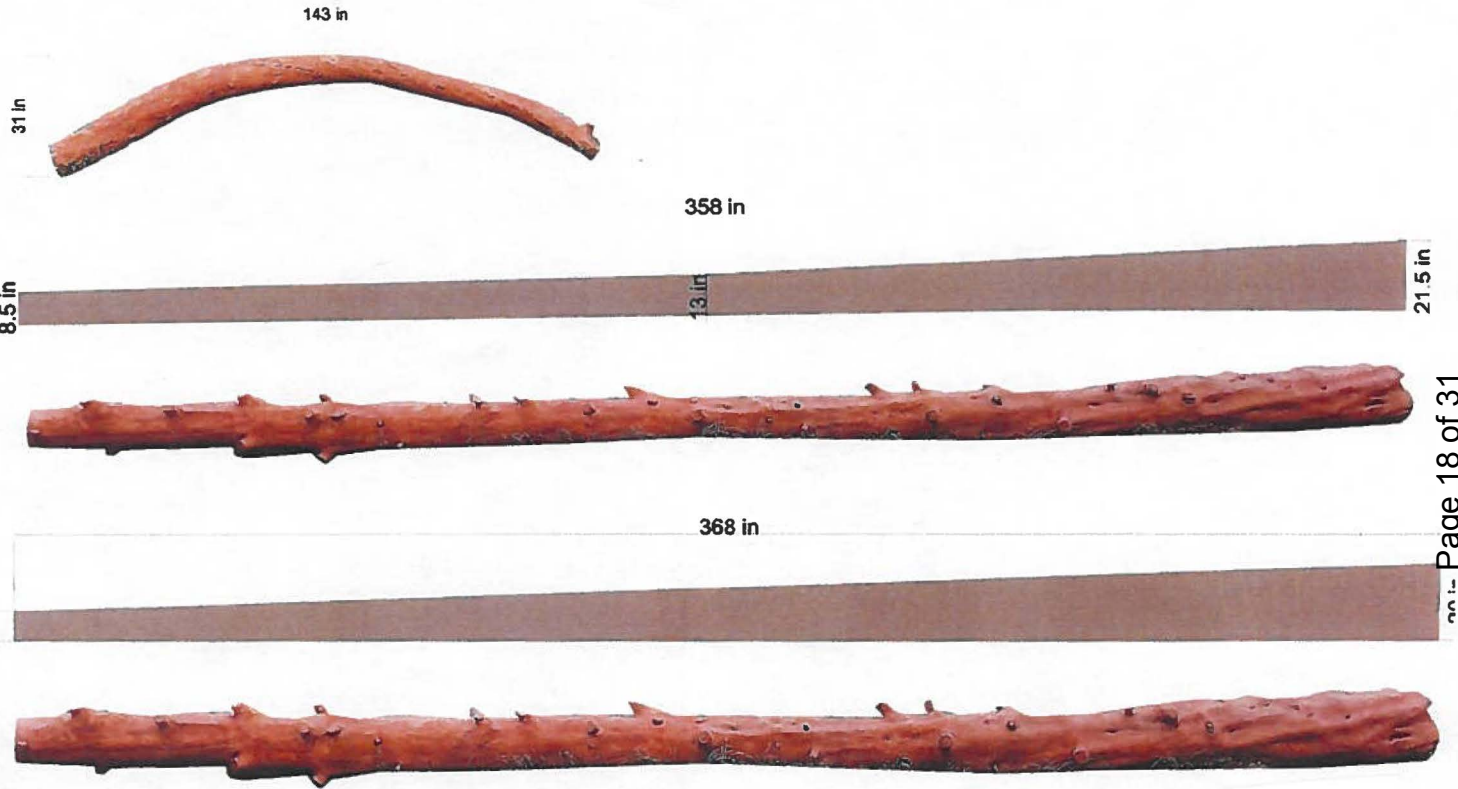
THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH REMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN. THE LOCATION OF DISCONNECT SWITCH AFTER INSTALL SHALL COMPLY WITH ARTICLE 600.6(A) (1) OF THE NATIONAL ELECTRIC CODE.

Details:

Site Contact: **Terri Murphy**
Phone #: **(780) 812-0287**

File Name: **Ranchmans' Farm & Feed Store Wood Struct**
File Date: **08/29/2023** Project Req'd: **Standard Turn A**

WO: Date:



Page 18 of 31

BUILD REQ'D:
BUILD TIME:
BUILD TYPE:

COLOR:	PANTONE/CMYK:
N/A	N/A
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

Additional Notes:

PRODUCTION MANAGER: PRINTER: PROFILE:

UL TAG # SIGN WEIGHT EYEHOOK TYPE: BS 16 V2 WLL (260018) SHACKEL TYPE: WLL2T (2 TONS) SLING TYPE: 1" TYPE 3 (620018)
THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS

TOWN OF BONNYVILLE

REQUEST FOR DECISION

To: Municipal Planning Committee

Date: August 8, 2024

Submitted By: Administration

Target Decision Date: August 27, 2024

SUBJECT: Proposed Development Permit 24-D0082

Reviewed By: CAO

Secondary Suite

Municipal Address: 4305 49 Avenue

Legal Description: Lot: 22 Block: 6 Plan: 2876 TR

BACKGROUND: A proposed development permit application was submitted for a secondary suite at the above noted address. This property is within the R3 – Medium Density Residential District. Here are some statistics of the number of suites we have approved since 2010.

2010 – 2 Suites

2012 – 5 Suites

2013 – 8 Suites

2014 – 10 Suites

2018 – 1 Suite

2021 – 1 Suite

Secondary Suites are not listed as permitted or discretionary use within the R3 – Medium Density Residential District of Land Use Bylaw No. 1447-16. There have been approvals for secondary suites in a R3 – Medium Density Residential District, and this dwelling has been constructed as a Single-Family Dwelling with a 20.73m x 44m (68 ft x 144'5) lot. There is sufficient room in the rear to accommodate parking for the basement suite.

Adjacent landowner notifications were sent out. As of the writing of this staff recommendation there have been no objections received.

DESIRED OUTCOMES: The applicant would like to have the basement suite approved so there is more residential rental space within the Town of Bonnyville.

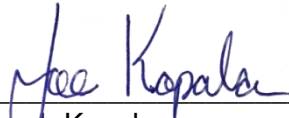
ENCLOSURES:

- Application
- Site Location Map

RESPONSE OPTIONS: The response options for the application are:

- Approve development permit 24-D0082 with the provided conditions, or
- Refuse development permit 24-D0082 with reasons.

RECOMMENDATION: That the Municipal Planning Commission **APPROVE** development permit 24-D0082 with the following conditions: 1. One additional parking stall shall be provided on-site to accommodate parking for the Secondary Suite for a total of **three** on-site stalls. 2. The secondary suites shall meet all the requirements of the Alberta Building Code prior to occupancy. 3. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors to any public or private property. 4. The applicant shall prevent excess soil or debris from being spilled on public streets, lanes and sidewalks and shall not place soil or any other materials on adjacent parcels without permission in writing from adjacent property owners


Joseph Kopala
Development Officer


Bill Rogers
Chief Administrative Officer



Town of Bonnyville
"It's Most Natural"

Town of Bonnyville

DEVELOPMENT PERMIT

APPLICANT INFORMATION

Applicant Name: <u>Derek Jerowski</u>		Application Date: <u>June 4/24</u>
Mailing Address: <u>4010 45 Ave BV</u>		
City/Province: <u>BV/AB</u>		Postal Code: <u>T9N 1T3</u>
Phone: <u>780-201-4505</u>	Email Address: <u>drenoresto@gmail.com</u>	
Applicant Interest: (If not the owner)	<input type="checkbox"/> Contractor: <input type="checkbox"/> Agent: <input type="checkbox"/> Other:	

A LETTER OF AUTHORIZATION IS REQUIRED IN THE ABSENCE OF THE OWNER(S) SIGNATURE ON THIS FORM

Owner Name: <u>Derek Jerowski</u>		
Owners Mailing Address: <u>4010 45 Ave</u>		
City/Province: <u>Bonnyville AB</u>		Postal Code: <u>T9N 1T3</u>
Phone: <u>780-201-4505</u>	Email Address: <u>drenoresto@gmail.com</u>	

PROPERTY INFORMATION

Municipal Address: <u>4305 49 Ave BV</u>		Land Use District: <u>Choose One</u>	
Legal Description:	Lot(s):	Block:	Plan:
or Part Section:	Section:	Twp:	Range: Meridian:
Lot Information:	Width:	Length:	Lot Area: (sqm)

DEVELOPMENT INFORMATION

<input type="checkbox"/> New Construction	<input checked="" type="checkbox"/> Reno/Addition/Alteration/Installation	<input type="checkbox"/> Other	Construction Value: <u>25,000</u>
Description of Development: <u>Basement Suite</u>			
Estimated Start Date: <u>July 6/24</u>	Estimated Completion Date: <u>Sept 6/24</u>	Area of Development: (sqm) <u>100 1136 sq</u>	Building Height: (m) <u>4.3</u>
Setbacks: Foundation to Property Line: (m) (New Builds / Accessor Structures etc.)	Front: (m)	Sides: (m) <u>1</u>	Rear: (m)

Variance Description: (If variance is being requested):

A Development Permit is valid for 365 days from date of issuance.

I/we hereby declare I/we have reviewed and understand the conditions/terms of the Town of Bonnyville Land Use Bylaw and that the development identified in this application will be conducted in accordance with the plans submitted and upon approval, will adhere to the conditions and provisions of the Town of Bonnyville Land Use Bylaw. I/we hereby grant the Development Authority Right of Access to conduct all necessary inspections on the subject property with respect to this application. All work will be conducted in accordance with the plans submitted. I/we further declare that I/we will notify the Development Authority of any proposed changes to the plans submitted with this application.

Date Signed: <u>June 4/24</u>	Print Name: <u>Derek Jerowski</u>	Signature of Applicant:
Date Signed: <u>June 4/24</u>	Print Name: <u>Derek Jerowski</u>	Signature of Owner: (If not the applicant) or letter of authorization

CONTINUED ON REVERSE

Important Notice: This application does not permit you to commence development until such time a development permit has been issued by the Development Authority. If approval has not been received within 40 days of the date the application is deemed refused, you have the right to file an appeal to the Subdivision Appeal Board.

Contact the SDAB Secretary at (780) 826-3496 for appeal information.

The following information is required to process your application. Failure to submit any of the below may cause unnecessary delays. Additional information may be required as considered necessary by the Development Authority. Should you have any questions regarding Development Permit submission requirements, please contact Planning & Development at 780-826-3496

Check list of submission requirements for Development Permit Applications

Fields that have an asterisk (*) must be provided. Check that all required information has been submitted with the application.

- * **Application Fee** (Cheque/Debit/Cash) *Non-Refundable*
- * **Certified Copy of Title** (Within 60 Days)
- * **A Site Plan** at a scale satisfactory to the Development Officer showing the North Arrow, Scale of Plan, Legal Description of Property, Municipal Address, Land Use District if applicable.
- * **Locations and Distances** to property lines from building, structures, decks, retaining walls, landscaping if applicable.
- * **Lot Dimensions, Building Area** for all structures if applicable.
- * **Lot Grade Plans** to provide positive drainage to an approved drainage course if applicable.
- * **All Easements** shown and labeled if applicable.
- Offsite Levies** (if applicable, to be paid at the time of Building Permit Application) if applicable.
- Location of lot access, existing sidewalks and curbs and distance from property line** if applicable.
- Building Elevations** including front, sides, and rear. Building Height to top of roof if applicable.
- Building Plans** including scale and dimension of exterior and interior walls, listing construction materials, floor plans of all living spaces proposed to be developed if applicable. **(2 Copies required or Digital File)**

The Development Authority may require the following additional information if deemed necessary to assess application:
Typical Commercial, Industrial, and Institutional Additional Required information

- Location of Municipal water, sanitary sewer, storm sewer lines and public utilities (gas, power, telephone, and cable) to be utilized in servicing the property.*
- Plan showing Storm Water Management system submitted and reviewed as condition of Development Permit and prior to Building Permit submission.*
- Geotechnical report(s) - slope stability, soils, etc. prior to Building Permit submission.*
- Environmental Assessment Reports - contaminated soils etc. prior to Building Permit submission.*
- Safety Codes Council Approval for Storage Tank.*

OFFICE USE ONLY

Date Received:		Received By:	
Development Permit Fee:	Offsite Levies:	Receipt #:	
Development Application #:		Roll #:	
Permitted Use:	Discretionary Use DO:	Discretionary Use MPC:	

4917 49 Avenue (Bag 1006), Bonnyville, AB • T9N 2J7 • Ph: 780-826-3496 • Fax: 780-826-4806

Email: permits@town.bonnyville.ab.ca

Information on this form is collected for the sole use of the Town of Bonnyville and is protected under the authority of the Freedom of Information and Protection of Privacy Act, Sec. 33 (c) which regulates the collection, use and disclosure of personal information.

4307

4305

102 4303

101 4303



TOWN OF BONNYVILLE

REQUEST FOR DECISION

To: Municipal Planning Committee

Date: August 14, 2024

Submitted By: Administration

Target Decision Date: Aug 27, 2024

SUBJECT: Proposed Development Permit 24-D0085

Reviewed By: CAO

Secondary Suite

Municipal Address: 4503 38A Street

Legal Description: Lot: 38 Block: 2 Plan 062 2762

BACKGROUND: A proposed development permit application was submitted for a two (2) bedroom secondary suite at the above noted address. This property is within the R1 – Single Family Residential District. Here are some statistics of the number of suites we have approved since 2010.

2010 – 2 Suites

2012 – 5 Suites

2013 – 8 Suites

2014 – 10 Suites

2018 – 1 Suite

2021 – 1 Suite

Secondary Suites are listed as discretionary use within the R1 – Single Family Residential District of Land Use Bylaw No. 1447-16. The applicant is rebuilding the dwelling due to a fire that destroyed it a year ago and in the process of rebuilding they would like to have a legal basement suite in the basement. The property is located within a cul-de-sac and does not have a rear drive or rear access. Therefore, an additional parking stall would need to be created in the front of the property to accommodate on-site parking.

Adjacent landowner notifications were sent out. As of the writing of this staff recommendation there have been two objections to the secondary suite received. The concerns of those that responded deal with parking and congested traffic in the cul-de-sac.

DESIRED OUTCOMES: The applicant would like to have the secondary suite approved so it can be built along with the dwelling instead of renovating later.

ATTACHMENTS:

- Application
- Responses Received
- Plot Plan
- Floor Plan
- Site Air Photo

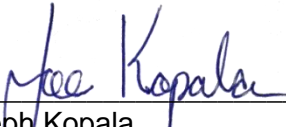
RESPONSE OPTIONS: The response options for this development:

- Approve development permit 24-D0085 with conditions
- Refuse development permit 24-D0085 with reasons

RECOMMENDATION: That the Municipal Planning Commission **REFUSE** development permit application 24-D0085 with the following reasons: 1. Inadequate space on site to safely provide a dedicated parking stall for the secondary suite that won't be detrimental to the look of the neighborhood. 2. The existing driveway/garage pad is already at the maximum size of 7.5 metres as stated in the Subdivision and Development Servicing Standards for the Town of Bonnyville and shall not be widened.

If the Municipal Planning Commission chooses to approve the development permit 24-D0085, recommended, these conditions have been provided.

1. **One additional parking stall shall be provided on-site to accommodate parking for the Secondary Suite for a total of three on-site stalls.**
2. The secondary suites shall meet all the requirements of the Alberta Building Code prior to occupancy.
3. The applicant shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors to any public or private property.
4. The applicant shall prevent excess soil or debris from being spilled on public streets, lanes and sidewalks and shall not place soil or any other materials on adjacent parcels without permission in writing from adjacent property owners



Joseph Kopala
Development Officer



Bill Rogers
Chief Administrative Officer



Town of Bonnyville

DEVELOPMENT PERMIT

APPLICANT INFORMATION

Applicant Name: Ronald Dunlop		Application Date: July 13/2024
Mailing Address: 4503-38A St.		
City/Province: Bonnyville		Postal Code: T9N 2P4
Phone: 780-742-6579	Email Address: dunlopdad@gmail.com	
Applicant Interest: (If not the owner)	<input checked="" type="checkbox"/> Contractor: <input type="checkbox"/> Agent: <input type="checkbox"/> Other:	

A LETTER OF AUTHORIZATION IS REQUIRED IN THE ABSENCE OF THE OWNER(S) SIGNATURE ON THIS FORM

Owner Name: William Schoemaker Marie Madeleine Yvonne Fortier		
Owners Mailing Address: 41-10550 Ellerslie Road SW		
City/Province: Edmonton/ Alberta		Postal Code:
Phone: 403-391-2345	Email Address: billsch@shaw.ca	

PROPERTY INFORMATION

Municipal Address: 4503-38A St.		Land Use District: Single Family (R1) Residential	
Legal Description:	Lot(s): 38	Block: 2	Plan: 0622762
or Part Section:	Section:	Twp:	Range:
Meridian:			
Lot Information: Irregular lot	Width: 80' front	Length: 65' back	Lot Area: (sqm)

DEVELOPMENT INFORMATION

<input checked="" type="checkbox"/> New Construction <input type="checkbox"/> Reno/Addition/Alteration/Installation <input type="checkbox"/> Other			Construction Value:
Description of Development: Basement development/ secondary suite			
Estimated Start Date: September 01 2024	Estimated Completion Date: March 15 2024	Area of Development: (sqm) 617 sqft	Building Height: (m)
Setbacks: Foundation to Property Line: (m) <small>(New Builds / Accessor Structures etc.)</small>	Front: (m) N/a	Sides: (m) /	Rear: (m)

Variance Description: (If variance is being requested):

A Development Permit is valid for 365 days from date of issuance.

I/we hereby declare I/we have reviewed and understand the conditions/terms of the Town of Bonnyville Land Use Bylaw and that the development identified in this application will be conducted in accordance with the plans submitted and upon approval, will adhere to the conditions and provisions of the Town of Bonnyville Land Use Bylaw. I/we hereby grant the Development Authority Right of Access to conduct all necessary inspections on the subject property with respect to this application. All work will be conducted in accordance with the plans submitted. I/we further declare that I/we will notify the Development Authority of any proposed changes to the plans submitted with this application.

Date Signed: July 13/2024	Print Name: Ronald Dunlop	Signature of Applicant:
Date Signed: July 13/2024	Print Name: William Schoemaker Marie M. Yvonne Fortier	Signature of Owner: (If not the applicant) or letter of authorization: B. Schoemaker

CONTINUED ON REVERSE

Joe Kopala

From:
Sent: August 6, 2024 9:19 PM
To: Joe Kopala
Subject: Adjacent landowner notification

You don't often get email from . [Learn why this is important](#)

Hi, we received a letter regarding planning and development for a two-bedroom secondary suite. Address 4503 38a st.

After thinking about this my family and I are NOT in favour to this approach due to the fact that this is a single-family area and there are a lot of young kids in the neighborhood, we feel that building a secondary suite would create more traffic and parking issues. This is a cul de sac so one way in and out with more people parking on the sides of the streets would cause more of safety concerns. This will be a huge inconvenience especially during the winter months . I seen this happen in another town in winter where emergency responders couldn't access a residence due to all the vehicles parked on the street. There was already an incident where a child had been hit by a vehicle backing out from the driveway in this cul de sac this year so as an owner of 4 children that live on the same street this is very concerning as more people driving in and out of the street.

Thank you for our understanding in this feedback and I hope our concerns are addressed.

Yours truly

Get [Outlook for iOS](#)

Joe Kopala

From:
Sent: August 14, 2024 1:17 PM
To: Joe Kopala
Subject: To whom it may concern regarding the development

[You don't often get email from . Learn why this is important at
<https://aka.ms/LearnAboutSenderIdentification>]

Good day,

I have received a letter regarding planning and development for a two-bedroom secondary suite at said location in Bonnyville Alberta- Address: 4503 38A Street

After much consideration my family and I are not in favour of this build, due to the fact that this is a single-family home area and there are a lot of young children in this neighbourhood and, we feel that building a secondary suite would create more traffic and parking issues in the area, safety concerns (access to fire hydrants) especially during the winter months. Not to mention recently there was an accident involving a child in that area, he was hit by a vehicle backing out from the driveway in that exact cul-de-sac. This is a single family home area and it should stay that way.

Thank you for hearing us out and I hope our concerns are addressed.

Joe Kopala

From:
Sent: August 21, 2024 9:52 AM
To: Joe Kopala
Subject: Development Permit: 24-D0085 (4503-38A Street)

You don't often get email from

[Learn why this is important](#)

Regarding:

Letter received from Town of Bonnyville indicating application for a two-bedroom secondary suit (4503-38A Street)

We are opposed to the above application based on the following:

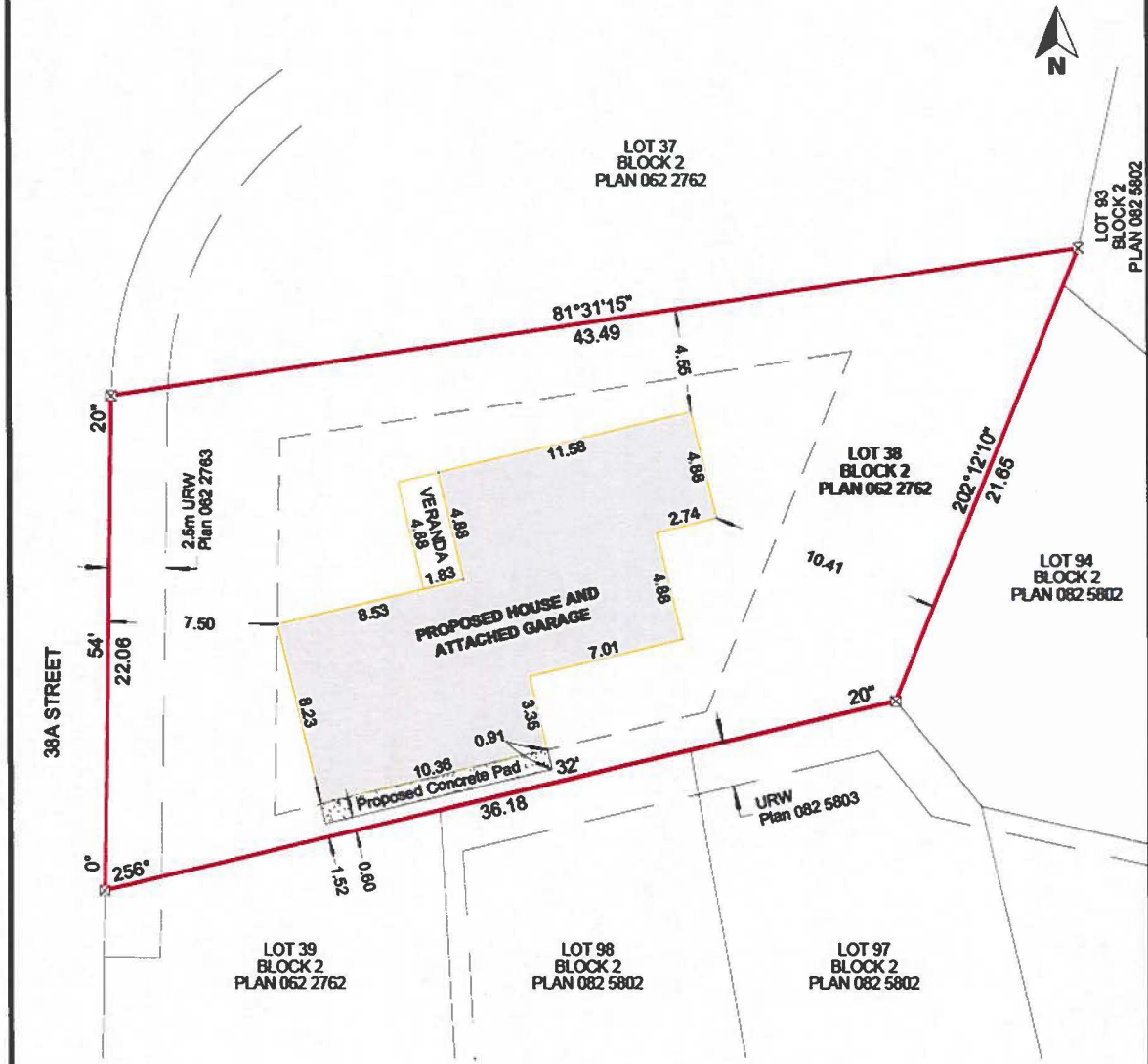
1. We OPPOSED to this Application to be approved.

a. For the following reasons

- i. We purchased our home knowing our area zoning was for only R1-Single Family. We feel any change to this zoning could have potential future decrease in our property value.
- ii. Our present home is located in a cul-de-sac with limited existing parking . This approval would only increase the issue of vehicle parking congestion. We have already witnessed negative events of neighbor against neighbor due to lack of parking.
- iii. We already have sewer issues (design not proper?), & demand (from this suite) would only compound this issue
- iv. The application house does not have back-alley access; thus the additional potential vehicles do not have this capability to use for parking
- v. We have a number of small children in our cul-de-sac, which presents potential safety issues for future incidents/accidents with additional vehicles.

- Can you please have your office has received acknowledgement of this email.
- Thank you kindly for addressing our concerns to the above matter.

PLOT PLAN
SHOWING LOCATION OF PROPOSED BUILDING
LOT 38 BLOCK 2 PLAN 062 2762
TOWN OF BONNYVILLE



Notes:

- The purpose of this plan is to confirm the relation of proposed building construction to property boundaries as a requirement for municipal development permitting.
- A field inspection has not been completed.
- Other improvements may exist and are not shown.
- Distances are in metres and decimals thereof.
- Owner/developer must ensure appropriate permits are in place prior to construction.
- Krawchuk Land Surveys Ltd. assumes no liability for costs/damages incurred due to misinterpretation, nor for errors or omissions if construction occurs prior to this document being approved by the permit issuing authority.

Zoning: R1
 Parcel area: 791.4 m²
 Building area: 176.0 m²
 Veranda area: 8.9 m²
 Added site coverage: 23.4 %

Setbacks:
 Per S. 510.6.a) land use bylaw
 front yard 7.5 m
 rear yard 7.62 m
 side yard 1.5 m/3.0m

Civic Address: 4503 38A Street, Bonnyville Alberta

Plan prepared for: Jeff Dunlop

Municipality file number:

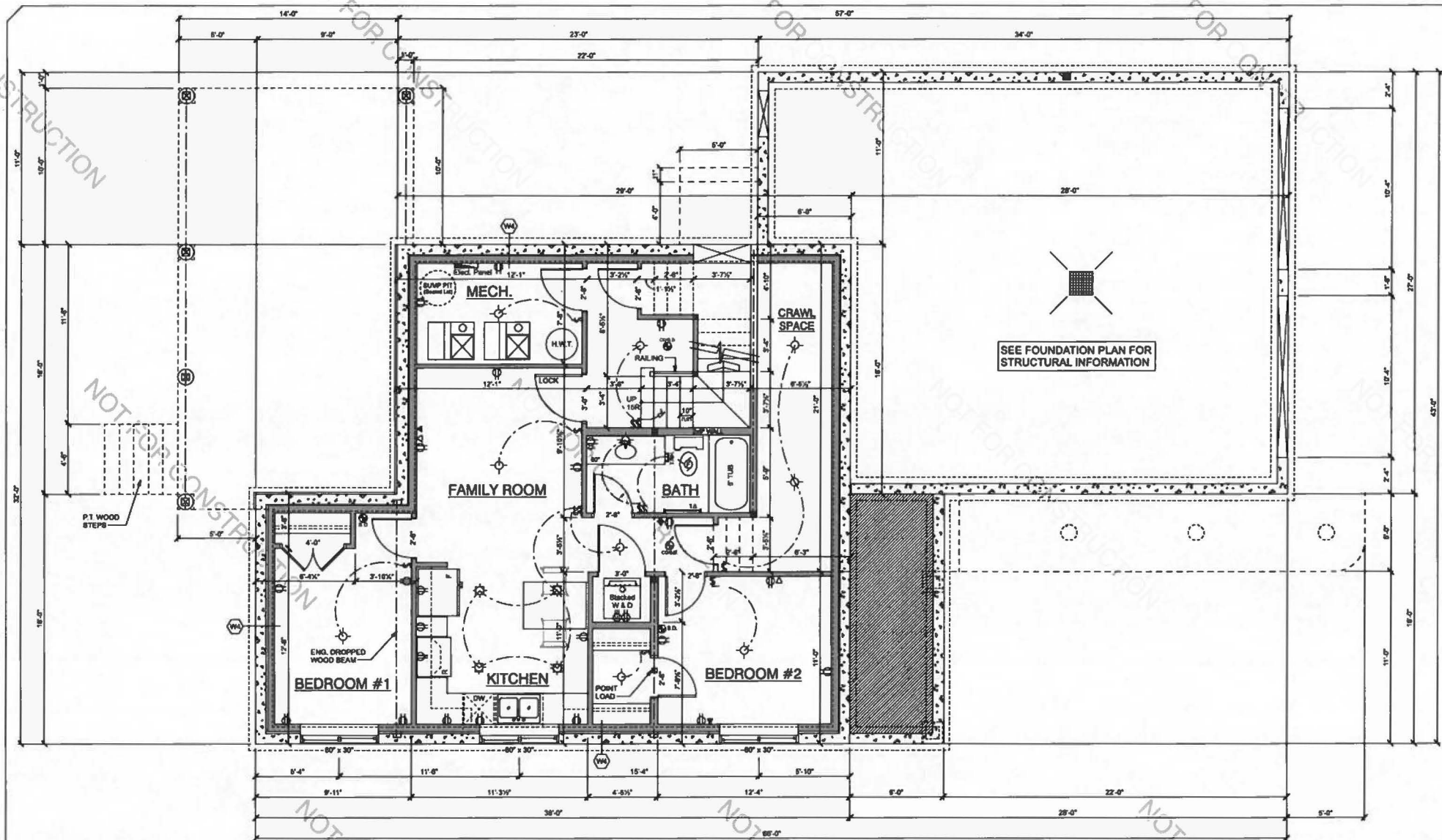
KRAWCHUK
LAND SURVEYS LTD
 Box 945, St. Paul, AB, T0A 3A0
 info@krawchuklandsurveys.ca
 Ph. 780-614-5653
 Fax. 833-859-4204

Legend:
 ☒ Calculated point
 - - - Setbacks
 — Subject parcel boundaries

Abbreviations:
 URW utility right of way

Scale 1:250

Date issued: July 05, 2024
 File: 24-01-0085



NOTES:
 - 9'-0" FOUNDATION WALL HEIGHT.
 - CONFIRM LIGHTING AND ELECTRICAL ON SITE AS PER CODE.
 - HOUSE TO CONFORM TO H.I.R.F. CODES THAT APPLY

BASEMENT SUITE AREA: 617 SQ. FT.
COMMON AREA: 111 SQ. FT.
MECH. ROOM: 68 SQ. FT.
TOTAL DEVELOPED AREA: 728 SQ. FT.

ENGINEER'S DRAWINGS AND/OR STAMP AS REQUIRED SHALL BE THE RESPONSIBILITY OF BUILDER AND/OR OWNER.

CUSTOMER DUNLOP RESIDENCE
PROJECT TWO-STORY - 2 593 SQ.FT.
LEGAL OFFICE LOT --, BLOCK --, PLAN --
ADDRESS BONNYVILLE, ALBERTA

DesignEx
 Consulting Ltd
 RESIDENTIAL DESIGN & DRAWING
 16205-100A AVE.
 EDMONTON, AB, T5P 0L6
 PHONE: (780) 488-3844
 EMAIL: info@designex.ca
 WEBSITE: www.designex.ca
 DESIGNED BY DESIGNER

BASEMENT PLAN
 1/4" = 1'-0"
 DEVELOPED AREA: 617 SQ.FT.

DATE: JUNE / 2024
DRAWN BY: R.G. & S.S.
CHECKED BY: R.G.

CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND DETAILS AND NOTIFY DESIGNER OF ANY ERRORS OR OMISSIONS PRIOR TO THE COMMENCEMENT OF WORK.

REVISIONS:
 XXXX
 XXXX
 XXXX

SHEET:
5 OF 9

C:\Soft\p16\1024\Projects\2024\PRIVATE CUSTOMERS\DUNLOP RESIDENCE - TWO STOREY\WORKING DRAWINGS\



4514

4516

4509

4512

4507

4510

4505

4508

4503

4506

4504

4502

3813

3811

3809