# A G E N D A

Municipal Planning Commission

Tuesday, June 17, 2025 - 9:00 AM - MD Council Chambers

Page

## CALL TO ORDER

## ADOPTION OF AGENDA

2.1 June 17, 2025 Municipal Planning Commission Agenda

*Proposed Motion: Move to adopt the June 17, 2025 Municipal Planning Commission Agenda as presented.*

## ADOPTION OF MINUTES

3.1 May 20, 2025 Municipal Planning Commission Meeting Minutes 3 - 8

*Proposed Motion: Move to adopt the May 20, 2025 Municipal Planning Commission Meeting Minutes as presented.*

2025.05.20 MPC minutes - draft

## DEVELOPMENT PERMIT APPLICATIONS

4.1 **25-D-033 - MacKay** 9 - 31

Discretionary Use - Heavy Truck Storage, personal - *greater than one (1) unit* and Accessory Building to Discretionary Uses

*Recommended Motion: That the Municipal Planning Commission APPROVE Development Permit Application 25-D-033 for* ***Accessory Building (60' X 100') to Heavy Truck Storage - greater than one (1) unit (Up to three (3) units)*** *with conditions as per the attached report*

1. MPC report 25-D-033
2. Application_Redacted
2A. Site plan
3. Shop and Parking
4. 25-D-033-Imagery-Map-2018
5. 25-D-033-Imagery-Map-2024-Maxar
6. 25-D-033-Subset-Map
7. 25-D-033-Zoning-Map
8. 25-D-033-Elevation-Map

4.2 **25-D-034 - Miranda** 32 - 53

Discretionary Use - Accessory Building (12’ X 12’) to Community Uses (Community Fridge and Pantry)

*Recommended Motion: That the Municipal Planning Commission APPROVE Development Permit Application 25-D-034 for* ***Accessory Building (12’ X 12’)***

***to Community Uses (Community Fridge and Pantry)*** *with the conditions as per the attached report*

1. MPC Meeting Report 25-D-034
2. Application_Redacted
3. proposal letter_Redacted1
4. 25-D-034-Imagery-Map
5. 25-D-034-Subset-Map
6. 25-D-034-Zoning-Map

## CLOSED SESSION

As per section 197 (2.1) of the Municipal Government Act.

## ROUND TABLE

## NEXT MEETING

7.1 Next Municipal Planning Commission Meeting on July 15, 2025 at 1:30 p.m.

## ADJOURNMENT

# M I N U T E S

**Municipal Planning Commission Meeting**
**May 20, 2025, 1:30 p.m.**
**MD Council Chambers**

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| | | |
|---|---|---|
| **MEMBERS PRESENT** | Lana McCann | Commission Member (Chair) |
| | Norm Seatter | Commission Member (Vice Chair) |
| | Brad Pearson | Commission Member |
| | Brent Mackay | Commission Member |
| | James Weinrich | Commission Member |
| | Darren Fulmore | Commission Member |
| | Carol Stockman | Commission Member |
| **MEMBERS ABSENT** | | |
| **IN ATTENDANCE** | Ann Åsfrid Holden | Development Authority, MDLSR |
| | Liz Krumes | Recording Secretary, MDLSR |
| | Chris Valaire | Assistant CAO MDLSR |
| | Mark Short | Applicant |

**CALL TO ORDER** Chair L. McCann called the meeting to order at 1:30 p.m.

**INTRODUCTIONS**

**ADOPTION OF AGENDA**

**MOTION: MPC 023-25**
Moved by D. Fulmore to adopt May 20, 2025, Municipal Planning Commission Agenda as presented.

**CARRIED**



**ADOPTION OF MINUTES**

**MOTION: MPC 024-25**
Moved by B. Mackay to adopt April 15, 2025, Municipal Planning Commission Minutes as amended, modular homes revised to park model.

**CARRIED**

**CLOSED SESSION**

**MOTION: MPC 025-25**
Moved by N. Seatter that the Municipal Planning Commission move into Closed Session at 2:34 p.m. Development applications 25-D-008, 25-D-010, 25-D-028 & Subdivision application 25-S-01 were reviewed during closed session. As per section 197 (2.1) of the *Municipal Government Act.*

**CARRIED**

**OPEN SESSION**

**MOTION: MPC 026-25**
Moved by N. Seatter to return to open session 2:48 p.m.

**CARRIED**

**DEVELOPMENT APPLICATIONS**

**25-D-008**

| | |
|---|---|
| Applicant: | Mark and Susan Short |
| Development File # | 25-D-008 Discretionary Use – Accessory Building 50' x 50' |
| Legal Land: | Plan 1523988; 1; 2 (NW-7-73-5-W5) |
| Zoning: | Residential Un-Services (RUS) |

**MOTION: MPC 027-25**
Moved by B. Pearson that the Municipal Planning Commission APPROVE Development Permit Application **25-D-008** for **Accessory Building to Permitted Uses (50' x 50')** with the following conditions:
1. Must meet minimum setback of:
Front Yard - 7.5 meters (24.6 feet) from property line

Side Yard - 5.5 meters (18 feet) from property line
Rear Yard - 5.5 meters (18 feet) from property line

NOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of the bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.

2. Accessory building height shall not exceed 8 meters (26.3 feet).
3. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.
4. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.
5. The relocation of any building shall meet the Alberta Building Code and any applicable safety code standard.
6. The developer shall be made aware that the proposed development lies within a 1 in 100 year floodplain. Due to the potential for flood activity in the area, the Municipal District of Lesser Slave River No. 124 Development Authority requires that the developer implement preventative measures and enter into a written agreement that can be caveated or otherwise registered against the titles of the affected lands, that: "a" the developer and/or any subsequent landowners shall be responsible for any damage or loss caused by flooding, erosion or subsidence; "b" the developer and/or any subsequent landowners shall indemnify the Municipal District of Lesser Slave River No. 124, and related parties, against any loss, damage or costs, etc.; and "c" development on the lands shall be restricted so as to comply with the preventative measures referred to in subsection 6.1.3 of the Land Use Bylaw 2021-17 and in any further or other manner that the Development Authority deems appropriate.
7. The developer shall keep the site clean and orderly.
8. No other buildings or use are allowed on this lot without municipal authorization.
9. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
10. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to https://livefiresmart.ca/ OR https://firesmartcanada.ca/.
11. The development shall not commence until 21 days after the Date of Decision.
12. The Development Permit is valid for a 12-month period starting from the Date of Decision.
13. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.
14. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.
15. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.
16. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal.
17. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

**CARRIED**

**25-D-010**

| | |
|---|---|
| Applicant: | Mark and Susan Short |
| Development File # | 25-D-010 Discretionary Use - Addition to dwelling |
| Legal Land: | Plan 1523988; 1; 2 (NW-7-73-5-W5) |
| Zoning: | Residential Un-Services (RUS) |

**MOTION: MPC 028-25**

Moved by N. Seatter That the Municipal Planning Commission APPROVE Development Permit Application 25-D-010 for Dwelling, Single-Detached with Garage Suite with the following conditions:

1. Must meet minimum setback of:
   Front Yard - 7.5 meters (24.6 feet) from property line
   Side Yard - 7.45 meters (24.4 feet) from property line (Variance from 7.5 m) Rear Yard - 7.5 meters (24.6 feet) from property line
   NOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.
   2. Principal building height shall not exceed 10.6 meters (34.8 feet).
3. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.
4. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.
5. NEW HOMES ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF THE New Home Buyer Protection Act and is built by a person that holds the appropriate licence or authorization or is exempt from the requirement for a licence or authorization. For more information and updates: HomeWarranty.Alberta.ca and www.builderlicencing.alberta.ca or contact builderlicencing@gov.ab.ca or 1866-421-6929.
6. A certificate or a Real Property Report certified by a registered surveyor be provided to the Development Authority upon completion of the footings or pilings for the development and prior to commencement of any other construction relating to the development, indicating that the development, specifically the location and elevation of the development, is in accordance with the approved development permit application or any conditions of approval of that application.
7. The developer shall be made aware that the proposed development lies within a 1 in 100 year floodplain. Due to the potential for flood activity in the area, the Municipal District of Lesser Slave River No. 124 Development Authority requires that the developer implement preventative measures and enter into a written agreement that can be caveated or otherwise registered against the titles of the affected lands, that: "a" the developer and/or any subsequent landowners shall be responsible for any damage or loss caused by flooding, erosion or subsidence; "b" the developer and/or any subsequent landowners shall indemnify the Municipal District of Lesser Slave River No. 124, and related parties, against any loss, damage or costs, etc.; and "c" development on the lands shall be restricted so as to comply with the preventative measures referred to in subsection 6.1.3 of the Land Use Bylaw 2021-17 and in any further or other manner that the Development Authority deems appropriate.
8. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.
9. The developer must ensure that proper permits are obtained for hauling oversize weight loads on any Municipal Roadway in conjunction with this project. Please contact Road Data at https://www.roadata.com a for a road weight control special permit.

10. Where municipal water and/or sewer service is available the landowner/developer is responsible for all costs and fees associated with the provision of service to the property, as per Municipal Bylaws.
11. The developer shall keep the site clean and orderly.
12. No other buildings or use are allowed on this lot without municipal authorization.
13. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
14. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to https://livefiresmart.ca/ OR https://firesmartcanada.ca/.
15. The development shall not commence until 21 days after the Date of Decision.
16. The Development Permit is valid for a 12-month period starting from the Date of Decision.
17. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.
18. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.
19. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.
20. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal.
21. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

**CARRIED**



**25-D-028**

| | |
|---|---|
| Applicant: | Carrie and Chris Forsyth |
| Development File # | 25-D-028 Discretionary Use – Dwelling, Single – detached with attached deck (Variance rear yard from 7.5 m's to 4.57 m's) |
| Legal Land: | Plan 9521196; 3; 5A (NE-01-73-26-W5M) |
| Zoning: | Residential Un-Serviced (RUS) |

**MOTION: MPC 029-25**

Moved by B. Mackay That the Municipal Planning Commission APPROVE Development Permit Application 25-D-028 for Dwelling, Single-Detached (Variance to Rear Yard Setback from 7.5 m to 4.57 m) with the following conditions:

1. Must meet minimum setback of:
   Front Yard - 7.5 meters (24.6 feet) from property line
   East Side Yard – 4.57 meters (14.76') from property line (variance from 7.5 meters (24.6 feet)
   West Yard - 7.5 meters (24.6 feet) from property line
   Rear Yard - 7.5 meters (24.6 feet) from property line
   NOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.
2. A certificate or a Real Property Report certified by a registered surveyor must be provided to the Development Authority upon completion of the footings or pilings for the development and prior to commencement of any other construction relating to the development, indicating that the development, specifically the location of the development, is in accordance with the approved development permit application.

3. Principal building height shall not exceed 10.6 meters (34.8 feet).
4. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.
5. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.
6. NEW HOMES ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF THE New Home Buyer Protection Act and is built by a person that holds the appropriate licence or authorization or is exempt from the requirement for a licence or authorization. For more information and updates: HomeWarranty.Alberta.ca and www.builderlicencing.alberta.ca or contact builderlicencing@gov.ab.ca or 1866-421-6929.
7. Decks shall remain uncovered and unenclosed; if they do become covered and enclosed, they shall be considered an addition to the principal building or an accessory structure and shall be required to meet all applicable regulations in their district and the Alberta Building Code.
8. The developer must ensure that proper permits are obtained for hauling oversize weight loads on any Municipal Roadway in conjunction with this project. Please contact Road Data at https://www.roadata.com a for a road weight control special permit.
9. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.
10. Water and wastewater facilities shall be provided, at the developer's expense, and meet Provincial Regulations from a Safety Codes Agency.
11. The developer shall keep the site clean and orderly.
12. No other buildings or use are allowed on this lot without municipal authorization.
13. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
14. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to https://livefiresmart.ca/ OR https://firesmartcanada.ca/.
15. The development shall not commence until 21 days after the Date of Decision.
16. The Development Permit is valid for a 12-month period starting from the Date of Decision.
17. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.
18. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.
19. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.
20. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal.
21. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

**CARRIED**

Minutes
Municipal Planning Commission Meeting Minutes
April 15, 2025 1:30pm

**SUBDIVISION APPLICATIONS**

**25-S-01**

| | |
|---|---|
| Applicant: | Don Wilson Surveys for Ron Lanning |
| Owner: | Ron Lanning |
| Subdivision File #: | 25-S-01 – First Parcel Out |
| Legal Land: | SW-23-71-26-4 |
| Zoning: | Agricultural |

**MOTION: MPC 030-25**

Moved by J. Weinrich That the Municipal Planning Commission APPROVE Subdivision Application **25-S-01, First Parcel Out**, with the following conditions:

1. That prior to the endorsement the registered owner and/or developer enter and comply with the terms and conditions of a development agreement with the Municipal District of Lesser Slave River pursuant to Section 655 of the Municipal Government Act which the development agreement may be registered by way of caveat against the subject title. This Development Agreement will include provisions to construct access approached to each lot if the approaches do not meet municipal standards.
2. The applicant shall provide the MD of Lesser Slave River No. 124 with a report, from an agency accredited by the Alberta Safety Codes Council, showing:
    a. the on-site sewage disposal system for the proposed lot complies with the requirements of the Alberta Private Sewage Standards of Practice and the Private Sewage Disposal Systems Regulation (AR 229/97 as it pertains to the requirements relating to lot size and distances between property lines, buildings, water sources and private sewage disposal systems; or
    b. a variance to the requirements has been approved; or
    c. the relocation or replacement of the on-site sewage disposal system meeting the requirements of the Alberta Private Sewage Standards of Practice.

All associated costs shall be the responsibility of the applicant.

3. That the taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.
4. This conditional subdivision approval is valid for one year. If the developer cannot complete the conditions in this time frame, the developer shall apply for a subdivision time extension.

**CARRIED**

Recessed 2:54 p.m. 2:58 p.m.
Assistant CAO Valaire left at 2:54 p.m.

**ROUNDTABLE**

Catalis mapping software was presented by A Holden, and MPC members shown how to search and navigate the maps.

The next Municipal Planning Commission meeting is on **Tuesday, June 17, at 1:30 p.m.**

**ADJOURNMENT**

**MOTION: MPC 031-25**

Moved by D. Fulmore to adjourn the meeting at 3:24 p.m.

**CARRIED**

Development Authority

CHAIR

Lesser Slave River

# Municipal Planning Commission

| | |
|---|---|
| Subject: | **Development Permit Application Discretionary Use** |
| Date: | 6/17/2025 |
| Presented By: | Ann Åsfrid Holden, Planning & Development Officer |
| Attachments: | Application, Maps |

| | |
|---|---|
| File Number | 25-D-033 |
| Land Use District | Residential Un-Serviced (RUS) |
| Community: | Poplar Lane |
| Legal Location | 9121230; ; 3 |
| Applicant: | Brent Mackay |
| Landowner(s): | Brent Mackay and Karen Morton |

**PURPOSE:**

To consider development permit application for **Accessory Building (60' X 100') to Heavy Truck Storage, Personal – greater than one (1) unit: up to five (5) units.**

**BACKGROUND:**

- The parcel is located on Poplar Lane Rd, 1.5 km from West Mitsue Industrial Rd and 2.3 km from Poplar Drive.
- The parcel is 2.04 hectares (5.04 acres).
- The parcel is currently used for residential purposes. No equipment is currently stored on site. The development on the lot consists of a dwelling and a shed.
- Previous development permits and land use amendments for this lot includes:
    - Development permit S-91-D-28 Mobile Home
    - Development permit S-92-D-07 Mobile Home
    - Development permit S-93-D-71 Covered Deck
    - Development permit 94-D-102 Mobile Home as second Residence (Refused)
    - Development permit 98-D-084 Storage Building
    - Development permit 98-D-078 Sandblasting and Storage (Refused)

**SITE ANALYSIS:**

Servicing Type: Water: municipal water service, Sewage: septic field
Soil type: Alberta Soil Viewer has rated the Poplar Lane area as a location with moderate limitations to growth on 80% of the land and very severe limitations to growth due to drainage issues on 20%.
Topography: The lot is gently sloping down towards the municipal road. The elevation difference from the highest to the lowest point is 3 m. Due to the size of the lot, the lot is fairly flat. The "steepest" part of the lot is the front yard.
Wetland inventory: The lot has no wetland inventory.
Flood risk: The lot is not under the flood overlay.

Picture 1: View of development site from Poplar Lane DR

Picture 2 and 3: Size of development and similar looking shop to proposal

Pictures from the proposed accessory building in different directions:

Picture 4: View towards the back yard (south)

Picture 5: View towards the east side yard

Picture 6: View towards the front yard (north)

Picture 7: view towards the west side yard

**RELEVANT LEGISLATION AND POLICY CONSIDERATIONS:**

**Municipal Development Plan (2012)**

The Municipal Development Plan (MDP) is a long-range strategic plan that sets direction for new development. The MDP identifies the subject lands as Community Area. Section 2.1.1 states that development in the Community Areas shall be predominantly residential in nature, with commercial, institutional, and light industrial development in appropriate locations which do not interfere with or conflict with the predominant residential land use.

The community area is supporting where people live, work, and recreate. The MDP only has four distinct land use areas: Agriculture, Community Area, Industrial area and Crown Land.

Heavy Truck Storage is not specifically mentioned in the Municipal Development Plan, the two sections below are therefore only partially addressing the proposed development:

Section 2.1.6 Home businesses shall be encouraged and permitted in residential areas provided that the following principles are met:

(a) that the proposed business is appropriate to the character of the neighbourhood.

The area around Poplar Lane went through a thorough public consultation process in 2012 for a proposed Area Structure Plan. The project was never finished.

(b) that the intensity of the business is compatible with the uses in the area where it is located.

The neighbourhood has had industrial developments for over a decade. The proposed development is compatible to those uses already existing in the neighbourhood. However, many of those uses may have exceeded the capacity of the site and of the neighbourhood. The full 5 trucks may be more than the site can accommodate and scaling back on the proposal may be advisable. One heavy truck is a permitted use in the Residential Un-Serviced district, but five trucks may be too much.

(c) it has minimal impact on the environment, water, municipal infrastructure, and neighbouring properties; and

(d) the business is clearly secondary in nature to the residential use of the property.

From the view of the road, the heavy truck storage is well screened. The most prominent use as seen in Picture 1 is residential.

Section 4.1.4 Light industrial and service commercial development that is compatible with residential

development may be supported in Community Areas if allowed under an approved Area Structure Plan.
This section is for the Community Areas outlined in the MDP.

**Land Use Bylaw**
The accessory building is not residential in size and the purpose is to accommodate the use of Heavy Truck and Storage. The development therefore fits the description Accessory Building to Discretionary Uses and Heavy Truck Storage personal – greater than one (1) unit in the Residential Un-Serviced (RUS) District.

Section 7.2.3 The following uses shall be discretionary and shall be evaluated for their appropriateness based off the criteria indicated. When carrying out the assessment, the Development Authority will be identifying if the impact is greater than a permitted activity and if so, whether the impact can be mitigated, remedied, or avoided. If it cannot, the **application shall be declined**. Any uses not described in this Bylaw shall be considered discretionary and may only be considered by the MD if they are reasonably compatible with uses that are permitted and meet the intent of the district and policies of the MDP. Such uses will be subject to all assessment criteria, and may have additional evaluation criteria applied, at the discretion of the Development Authority. The Development Authority may request certain technical reports to accompany a development permit application to assess the impacts, as referenced in subsection 5.2. Refer to Schedule A for more information on the assessment criteria.

The following criteria applies for an application for Heavy Truck Storage in the Residential Un-Serviced District:

**Visual Appearance**: The area where the heavy trucks and equipment is to be parked is only slightly visible from the public road. If the trees are kept in the front, the property is screened from Poplar Lane RD. The applicant has not submitted a screening plan. Screening of the east side of the yard is currently done by trees on the neighbouring lot. More screening is needed on the proponent's lot in case the neighbour wants to cut down trees on their lot. The rear yard is screened by trees on the developer's side, and the west side yard is screened from both sides.

Picture 8: Approach and front yard screening.

Picture 9: Second approach looking into the lot

**Noise:** The trucks will access and/or exit the lot one time per day per truck (maximum 2 x 5 x 7 = 70 times per week in the winter time during the log haul season. (The trucks will be parked on the lot 7 nights per week). Medium sized and heavy trucks cause noise peaks ranging 73-85 decibels.[1] The back-up beeper alarm that is intended to warn the surroundings of a vehicle moving in reverse creates a fair amount of noise. According to Wikipedia, some models have a sound of 97-112 decibels. No noise measurements of the actual trucks were done for the application.

The following noise levels should not be exceeded when measured from the exterior to a residential dwelling:

| Hours of Operation | Decibel Levels (dBA) |
|---|---|
| 7am – 7pm | 45dBA |
| 7pm – 7am | 35dBA |

Dwellings on adjacent lots are 60 m – 185 m from the parking area of the heavy trucks. No sound study was submitted with the application.

**Traffic/Access:** The lot has two approaches from Poplar Lane RD. One is for the dwelling and the other is for the Heavy Trucks. The roads leading to HWY 2 is paved.
**Dust:** Poplar Lane Rd is paved. There may be dust coming off the truck after it has been off-loaded; however, dust is not expected to have a significant impact for this application.
**Vibration:** Vibrations are higher in diesel trucks than gasoline trucks due to the way the fuel is burnt into energy. The heavy trucks proposed for this development are diesel trucks.

[1] Actual measurement of a similar log truck (not the applicant's) was measured at 76 dBA.

**Environmental:** The applicant informed staff that leaking of gasoline or diesel, may be a thing of the past. The Department of Transportation have strict rules on leaks, and this is inspected regularly. Alberta still allows emissions on heavy trucks, whereas other provinces has limited what emissions trucks are allowed. If standards are not met, vehicles are not permitted to be registered. The trucks are washed at Aquamax.
**Municipal Infrastructure:** The simplified way to measure damage on roads is to measure the weight per axle. The truck that is proposed for the heavy truck storage will be empty is parked at the Poplar Lane location, so the damage of the truck would be much less than if the truck was full. The chart below shows how damaging an unloaded heavy truck is using formula: $\left(\frac{largest\ y\ kg}{smallest\ x\ kg}\right)^4$. [2]

| Vehicle Class | Weight in kg | Weight per Axle | How many times more damaging |
|---|---|---|---|
| Compact Car (average) | 1,324 kg | 662 kg | 262 times more than compact |
| Large Car (average) | 1,760 kg | 880 kg | 84 times more than car |
| 2022 GMC Sierra (truck) | 5,148 kg | 2,574 kg | 1.2 times more than GMC Sierra |
| Subject truck (6 axle) | 16,000 kg | 2,666 kg | |

| Vehicle Class | Weight in kg | Weight per Axle | How many times more damaging |
|---|---|---|---|
| Compact Car (average) | 1,324 kg | 662 kg | 203 times more than compact |
| Large Car (average) | 1,760 kg | 880 kg | 65 times more than car |
| 2022 GMC Sierra (truck) | 5,148 kg | 2,574 kg | 1.1 times less than GMC |
| Subject truck (8 axle) | 20,000 kg | 2,500 kg | |

On bridges it is the total weight, so although the axle weight is lower for a heavy truck than a pick-up truck, the impact on bridges is measured in total weight. Adding axles on heavy trucks adds weight to the truck and increases the weight on bridges.
**Cumulative:** Using the orthos from 2018, the following approximate sized shops were found in the Poplar Estate area:

- 2,226
- 2,757
- 2,800
- 3,852
- 5,451
- 6,119

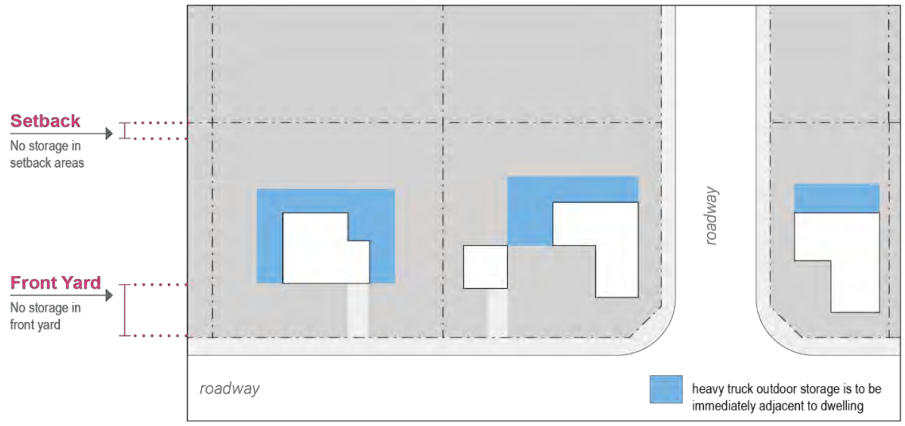
The proposed accessory building is on the larger side of the accessory buildings in Poplar Lane area.
The application is also adding to the cumulative impact of heavy equipment in the neighbourhood. The proposed number of logging trucks are 5.
**Safety:** Large trucks have blind spots around the front, back and sides of the vehicle. They need more room to turn, and they need more time to stop. The lot is large enough to have a turnaround area and no truck will have to back out of the lot. Heavy trucks on the roads may impact the safety for pedestrians and bicyclists.

The land use bylaw, section 9.4, includes information on where equipment and heavy trucks can be stored on a lot:
Section 9.4.1 In the Residential Serviced and Residential Un-Serviced Districts, the Development Authority may require the applicant to enter into a road use agreement for a development permit application containing heavy trucks.

[2] https://www.insidescience.org/news/how-much-damage-do-heavy-trucks-do-our-roads

Section 9.4.2: Parking of heavy trucks in the Residential Un-Serviced District "should only be located in the areas indicated in Figure 25: Heavy Truck and Equipment Storage Design Diagram adjoining the residence. The defined location will become a condition of the development permit.

Figure 25: Heavy Truck and Equipment Storage Design Diagram




Section 9.4.3: In no circumstances shall a heavy truck and equipment storage be located in the defined setback areas of the district. For this application, it means that the trucks must be at least 7.5 m from the front property line, 7.5 m from the rear property line and 7.5 m from the side property line.


Picture 10: Schedule "A" as referenced in the conditions

Ideally, the trucks should always be parked in the shop. If parked outside, the applicant should use the area to the west of the shop for heavy truck storage. By limiting the applicant to park on the west side of the shop unless the units are inside the shop ensures the landowner feels the impact more than neighbours.

Section 8.12.2 No parking on municipal roads is permitted unless explicit consent has been provided by the MD.

**BENEFIT/RISKS:**
Since the region is in need of more light industrial land, the benefit is to enable residents to grow the economy. The risk is that mixing residential and light industrial uses creates less enjoyable neighbourhoods.

**FINANCIAL IMPLICATION:**
Property taxes increases when land is used for industrial purposes.

**PUBLIC ENGAGEMENT LEVEL/REFERRALS:**
Adjacent landowner letters were sent June 6, 2025. The municipality did not receive feedback on this application prior to publishing the agenda.

**RECOMMENDED MOTION:**

That the Municipal Planning Commission APPROVE Development Permit Application 25-D-033 for **Accessory Building (60' X 100') to Heavy Truck Storage, Personal – greater than one (1) unit: up to three (3) units** with the following conditions:

1. Must meet minimum setback of:
Front Yard - 7.5 meters (24.6 feet) from property line
Side Yard - 7.5 meters (24.6 feet) from property line
Rear Yard - 7.5 meters (24.6 feet) from property line
NOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.

2. Accessory building height shall not exceed 8 meters (26.3 feet).

3. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.

4. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.

5. Parking outside the Accessory Building is only allowed on the west side of the shop as shown in the attached Schedule "A".

6. No parking on municipal roads is permitted in the MD unless explicit consent has been provided by the MD. When accessing the need for on-site parking, applicants shall assume that no parking is permitted on municipal roads.

7. The developer must ensure that proper permits are obtained for hauling oversize weight loads on any Municipal Roadway in conjunction with this project. Please contact Road Data at https://www.roadata.com a for a road weight control special permit.

8. The applicant shall ensure that dust and noise control measures are undertaken to prevent such items from becoming an annoyance to neighboring landowners.

9. The lot shall be landscaped (with mature trees and brush), screened, and/or buffered by other means to the satisfaction of the Development Authority.

10. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.

11. The following noise levels (decibel level, dBA) should not be exceeded when measured from the exterior to a residential dwelling, hospital or school:
45dBA between 7am and 7pm
35dBA between 7pm and 7am

12. The developer shall keep site clean and orderly.

13. No other buildings or use are allowed on this lot without municipal authorization.

14. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal.

15. This permit does not excuse any violation of any regulation or act which may affect the proposed project.

16. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to https://livefiresmart.ca/ OR https://firesmartcanada.ca/.

17. The development shall not commence until 21 days after the Date of Decision.

18. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.

19. The Development Permit is valid for a 12-month period starting from the Date of Decision.

20. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

21. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.

22. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.

**ALTERNATIVE MOTION:**

*A) Postpone the application to the next meeting*

*B)* **Accessory Building (60' X 100') to Heavy Truck Storage, Personal – greater than one (1) unit: up to five (5) units,** with the same conditions as the approval for 3 units.

*C) Refuse* Development Permit Application 25-D-033 for **Accessory Building (60' X 100') to Heavy Truck Storage, Personal – greater than one (1) unit: up to five (5) units** *for the following reasons:*

1. As per the Land Use Bylaw 2021-17 section 7.2.3, the Development Authority assessed the application for the criteria listed, and is of the opinion that the noise and safety impacts have a greater impact than a permitted activity and the impact cannot be mitigated, remedied, or avoided. If it cannot, the **application shall be declined.**
2. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

---

Prepared By: Ann Åsfrid Holden, Planning & Development Officer
Reviewed By: Sandra Rendle, Associate Director, Legislative Services
Approved By: Chris Valaire, Assistant Chief Administrative Officer

Lesser Slave River

Planning & Development

## DEVELOPMENT PERMIT APPLICATION – ~~HOME OCCUPATION~~ USE

Application No.: 25-D-033

Form Received: June 4, 2025

I/We hereby make application under 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.

| | |
|---|---|
| **APPLICANT NAME:** | |
| **POSTAL ADDRESS:** | **POSTAL CODE:** |
| **EMAIL ADDRESS:** | **PHONE NUMBER:** |
| **REGISTERED LANDOWNER NAME:** *Complete if different from applicant:* SAME | |
| **POSTAL ADDRESS:** | **POSTAL CODE:** |
| **EMAIL ADDRESS:** | **PHONE NUMBER:** |

**LAND LOCATION:**

| Quarter | Section | Township | Range | Meridian | OR | Plan | Block | Lot |
|---|---|---|---|---|---|---|---|---|
| SE | 21 | 72 | 5 | 5 | | | | |

**PROPERTY SIZE:** 5.04 ACRES ____ HECTARES

**ZONING:**

**VARIANCE REQUIRED?** YES OR NO

How is the site being accessed? ____ Existing Approach? ____ Proposed Approach?

Do you have an MDLSR-assigned address? ____ Yes, Address: ____ No

**DESCRIBE EXISTING DEVELOPMENT ON THE PROPERTY:** *(Please list all buildings on site)*

HAVING UP TO FIVE ~~PCS~~ OF EQUIPMENT ON PROPERTY

**DESCRIBE THE PROPOSED DEVELOPMENT:**

ACCESSORY BUILDING & HEAVY TRUCK STORAGE GREATER THAN ONE UNIT)

**DESCRIBE THE PROPOSED USE:** *(What will the development be used for?)*

HEAVY TRUCK STORAGE)

☐ **No additional buildings proposed** *(please check if applicable)*



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# Lesser Slave River

**Planning & Development**

| DEVELOPMENT APPLICATION DETAILS: | | | | | |
|---|---|---|---|---|---|
| Building Size: | 6000 SQ/FT | Sq. M. Sq. Ft. | Length x Width | 60' X 100' | Meters Feet |
| Height *(Grade to Peak)* | 22 | Meters Feet | | | |
| Roofing Material | STEEL | | Siding Materials: | STEEL | |
| Front Yard Setback to Property Line: | 90 m | Meters Feet | Rear Yard Setback to Property Line: | 43m | Meters Feet |
| Smallest Side of Yard Setback to Property Line: | 25 m | Meters Feet | Estimated Cost of Project: | 500000.00 | |
| Start Date: | JULY | | Estimate Complete Date: | DEC/25 | |
| Is this Application for the Principal or Secondary Use on this Parcel? *(Please check one)* | | | (Principal) | | (Secondary) |
| Is the Development Within 800 m of a Provincial Highway? *(If yes, please apply for a roadside development permit: http://roadsideplanning.alberta.ca/)* | | | (Yes) | | No |
| If Yes, Highway #: | | | | | |
| If yes, a Roadside Development Permit is required from Alberta Transportation. Provided? | | | | (Yes) | No |
| Does the Subject Land Contain an Oil or Gas Facility or Pipeline? | | | | Yes | (No) |
| Does the Subject Land Contain a Water Body or River? | | | | Yes | (No) |
| If yes, Name: | | | | | |
| Is the Development Near Slopes of 15% or Greater? | | | | Yes | (No) |
| Type of Sewage System: *(septic field, holding tank, open discharge, lagoon, municipal servicing)* | SEPTIC FIELD | | | | |
| Building Plans: *Attach building plans for the development* | | | | | |
| The Municipal District of Lesser Slave River does not issue Building Permits. Which Safety Codes Agency would you like to use? | | | | | |
| ✓ Superior Safety Codes Inc. | | | ☐ The Inspections Group Inc. | | |
| Notification of your application will be sent by e-mail. Please indicate if you require a paper copy of your permit. | | | | ☐ Yes | ☐ (No) |

**Business Info**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Name of Business: | K + B ENT (1706997 AB LTD) | | | | | | |
| Type of Business: | TRUCKING | | | | | | |
| Number of full-time, part-time, casual, and seasonal employees *(do not include people living in the dwelling on site)* | | | | | | | |
| | (0-3) | 3-6 | | 7-10 | | 10+ | *(please check applicable box)* |

**Traffic Impact** *(site plan must show location of all vehicles/equipment storage on site)*

| | | | | | | |
|---|---|---|---|---|---|---|
| How many parking spots are needed for the employees and the customers? | | | | | | |
| Number of Business Visits per day: | (0) | 1-4 | | 5-8 | | 9+ |
| What modes of transportation will be used to support the business (i.e. delivery trucks, company trucks, etc.?) | | | | | | |
| TRUCKS. | | | | | | |
| Will a commercial vehicle of any kind be parked on the lot? | | | (Yes) | | No | |

**Site Conditions:**

| | |
|---|---|
| Describe the lighting and security needs of the business. | NONE |
| If the business will generate any smell, please describe | NONE |
| What equipment, supplies, or inventory will be kept on-site? | NONE |



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## Lesser Slave River

**Planning & Development**

| | |
|---|---|
| Will any of it be stored outside? | |
| What hazards will be associated with your business (explosives, corrosives, toxins, biohazards, flammable, radioactive, etc.)? | NONE |
| Is the proposed use to be located within an existing building? *(Label all buildings related to the business on the site plan. Label any outdoor storage areas for the business.)* | No – New Building is proposed to be constructed |
| | No – Parking of Commercial vehicles only |
| | Yes – Existing building is identified on the Site Plan. |

**Days & Hours of Operation**

| Days of Operations | Open/Start | Close/End |
|---|---|---|
| Monday | 7 am | 7 pm |
| Tuesday | " | " |
| Wednesday | " | " |
| Thursday | " | " |
| Friday | " | " |
| Saturday | | |
| Sunday | | |

WINTER LOG SEASON.

**Other**

| | | | | |
|---|---|---|---|---|
| Will animals be any part of this business? | | Yes | | (No) |
| If yes, what kind and how many? | | | | |
| Will water consumption increase as a result of the business operation? | | Yes | | (No) |
| Will the business have a public washroom on site? | | Yes | | (No) |
| Will sewage/manure disposal increase as a result of the business operation? | | Yes | | (No) |
| If Yes, how will manure be disposed of? | | | | |

**Signage**

*If signage is needed, please submit a picture/sketch of the sign(s) and a site plan showing location(s).*

| | |
|---|---|
| Type of Signage | |
| Size of Signage (L x W) | N/A |
| Total Height of Sign(s) | |
| Location of Sign(s) | |

**Landowner Authorizations:**

- ☑ *I/we give consent to allow an authorized person of the Municipal District of Lesser Slave River No. 124 to enter the land for a site inspection with respect to this Application only.*
- ☑ *I/we hereby certify that the above information given on this form is complete and, to the best of my/our knowledge, a true statement of the facts relating to this application.*
- ☑ *We understand that Personal information is collected under the authority of s. 33 (c) of the Freedom of Information and Protection of Privacy Act and will be used in the processing of land development applications and shared with outside organizations for the purpose of processing applications. If you have any questions about the collection, use or disclosure of your personal information, contact the Planning and Development Department, Municipal District of Lesser Slave River, at 780.849.4888*
- ☑ *I/we authorize the MD to share the notice of decision with the Alberta Safety Code Authority (ASCA) and/or your preferred safety code agency.*
- ☑ *I have been informed of the bylaws, policies and regulations regarding this application. I understand that this permit may be refused if the proposed development does not conform with to all the aspects of the land use bylaw.*



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Lesser Slave River
Planning & Development

Signature of Landowner(s)

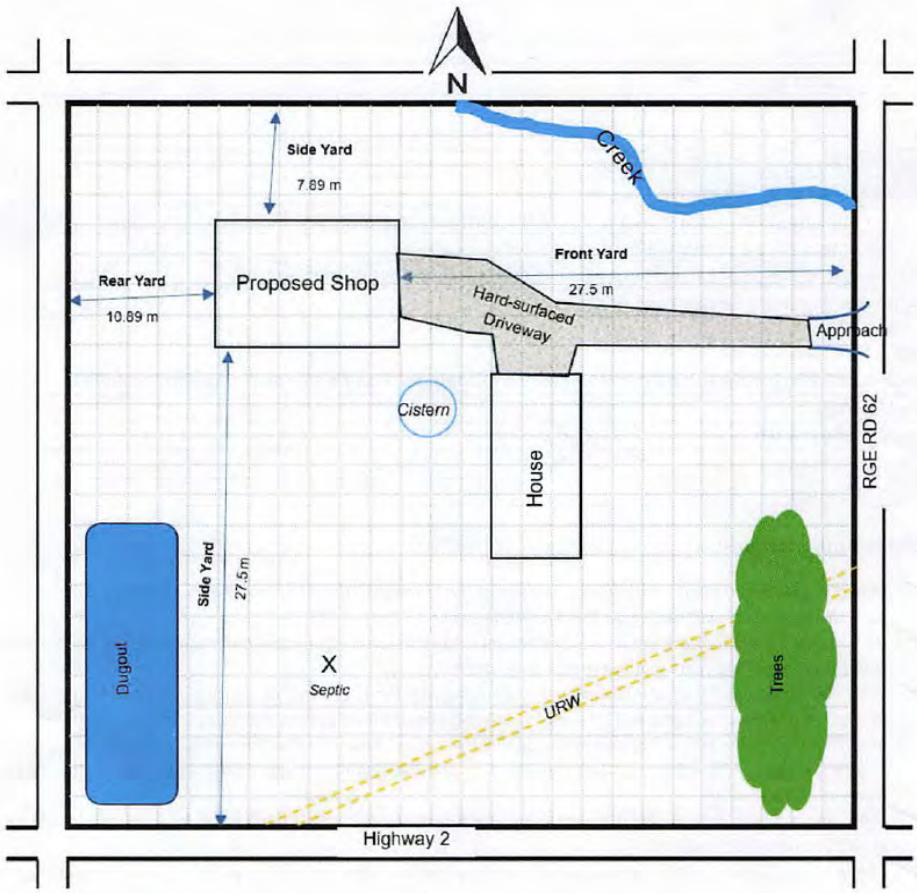
Signature of Authorized Applicant

JUNE 4/25
Date

Date

**Please review the example Site Plan shown below and ensure that your site plan follows the example given.**

## EXAMPLE SITE PLAN



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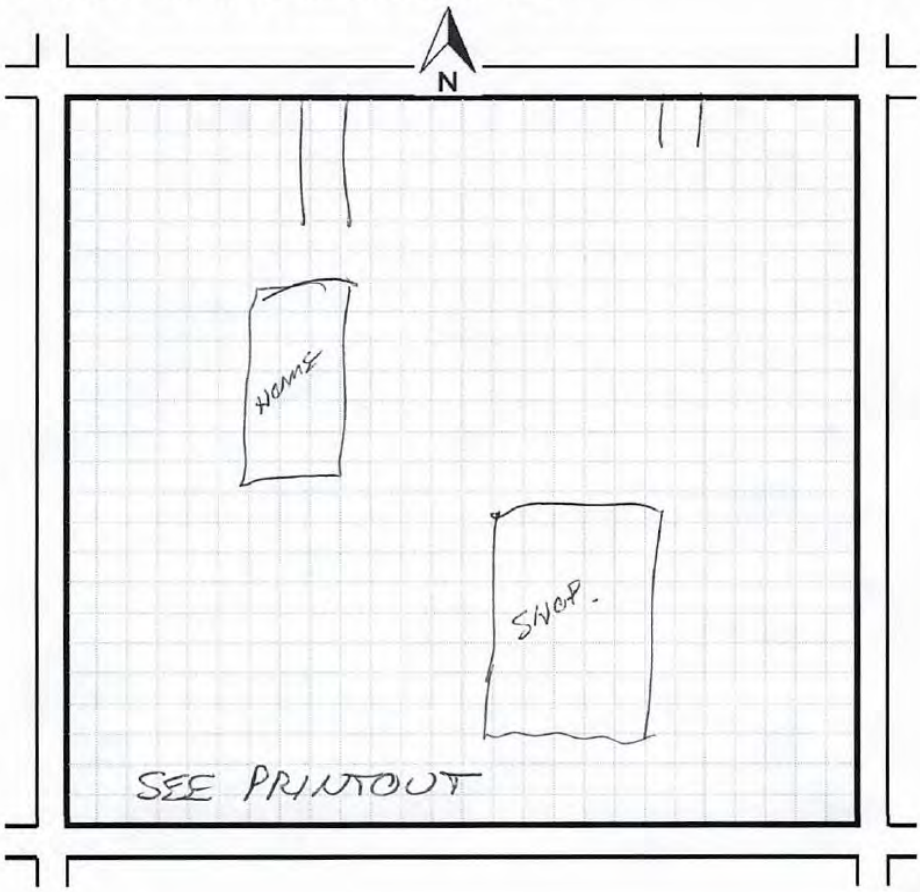
**Lesser Slave River**

**Planning & Development**

**Please use the square below to represent your property. Site Plan/Survey Plan must show the following:**

- Front yard setback
- Rear yard setback
- Side yard setbacks
- Locations of roads
- Access to property
- Any existing buildings
- Proposed development
- Location of easements
- Location of water & septic
- Location of hard surfacing
- Location of all waterbodies/courses

**Plans showing the dimensions (height, width, and length) of the development must be included with this application. A set of blueprints can be submitted in lieu of these plans.**




| Legal Land Description | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| Quarter | Section | Township | Range | Meridian | OR | Plan | Block | Lot |
| Signature of Registered Landowner | | | | | | JUNE 4/25 Date | | |



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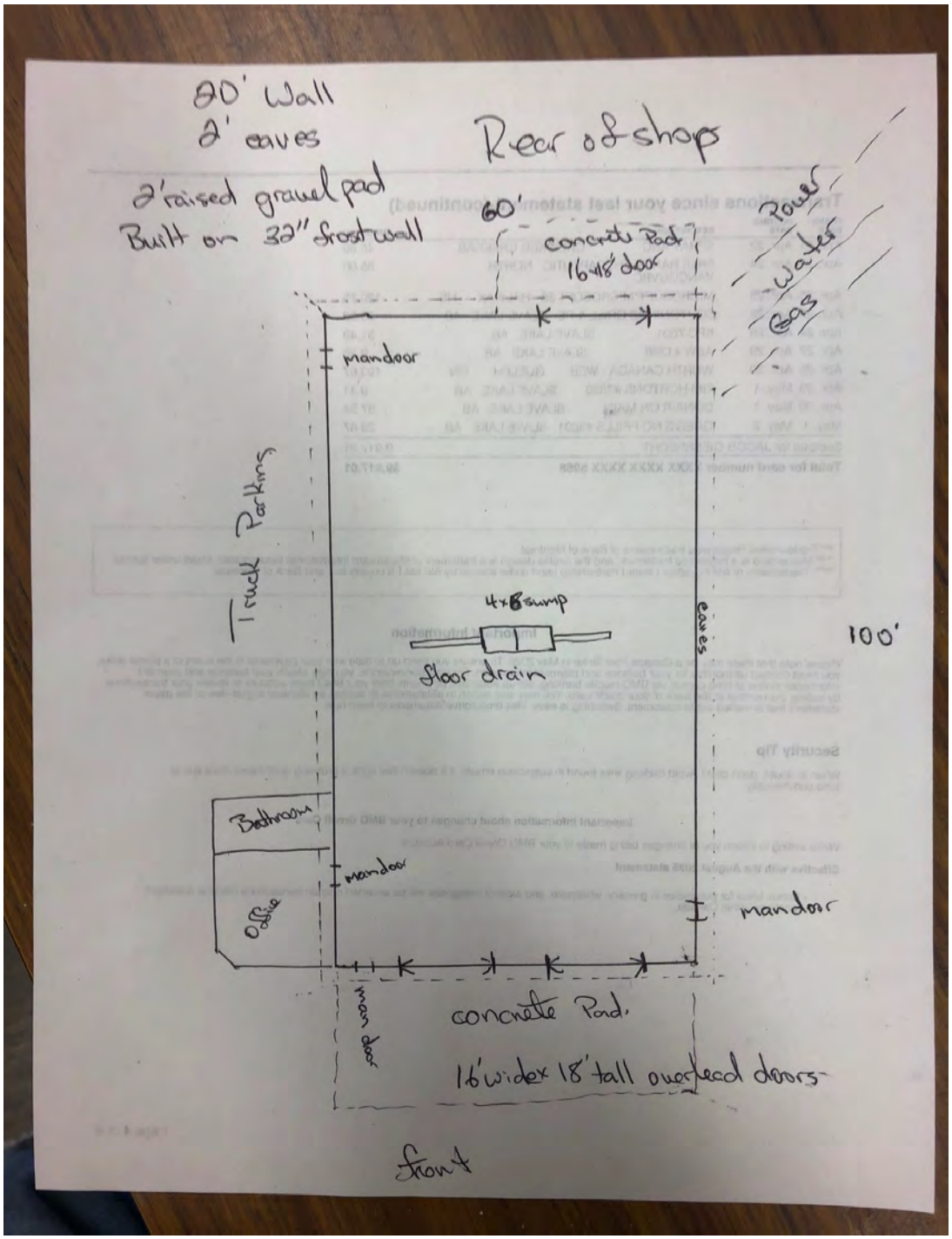
90.3 m
296.25 ft
53015 POPLAR LANE
27.78 m
91.13 ft
43 m
141.07 ft
5301


80' Wall
2' eaves
Rear of shop
2' raised gravel pad
Built on 32" frostwall
60'
concrete Pad
16x18 door
Power
Water
Gas
mandoor
Truck Parking
4x8 sump
Floor drain
eaves
100'
Bathroom
Office
mandoor
mandoor
mandoor
concrete Pad.
16' wide x 18' tall overhead doors
front


## Legend

- Cadastre
- Property of Interest

### Roads

- PROVINCIAL
- MUNICIPAL
- SLAVE LAKE
- Property of Interest - Point

0 30 60 m

N

Scale - 1 : 1,500

Map Print Date - June 9, 2025

# Development Permit 25-D-033


## Legend

- Cadastre
- Property of Interest

### Roads

- PROVINCIAL
- MUNICIPAL
- SLAVE LAKE

0 30 60 m

N

Scale - 1 : 1,500

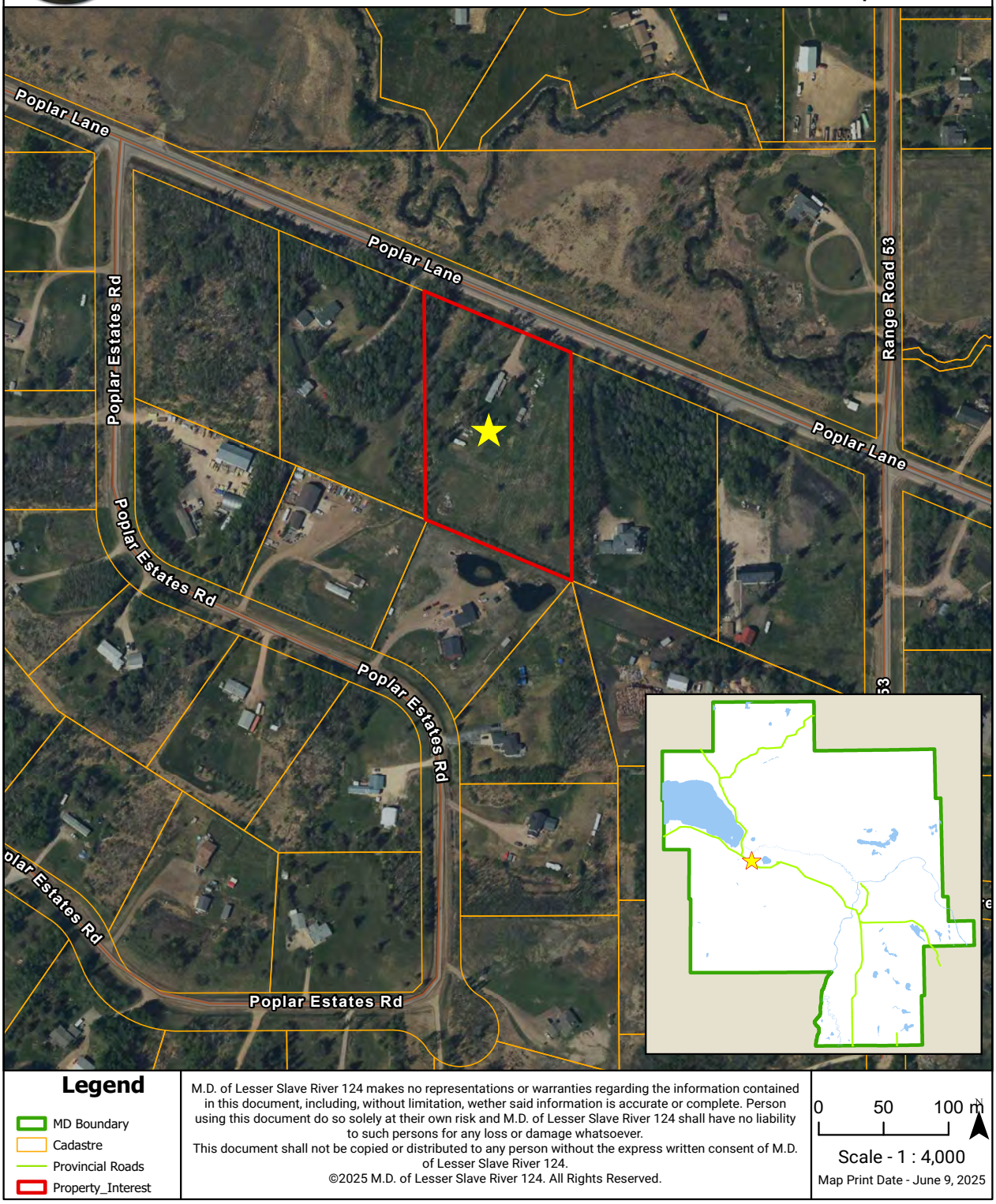
Map Print Date - June 9, 2025

# Development Permit 25-D-033

Municipal District of
Lesser Slave River 124

# DEVELOPMENT PERMIT 25-D-033

Location - Poplar Lane




**Legend**

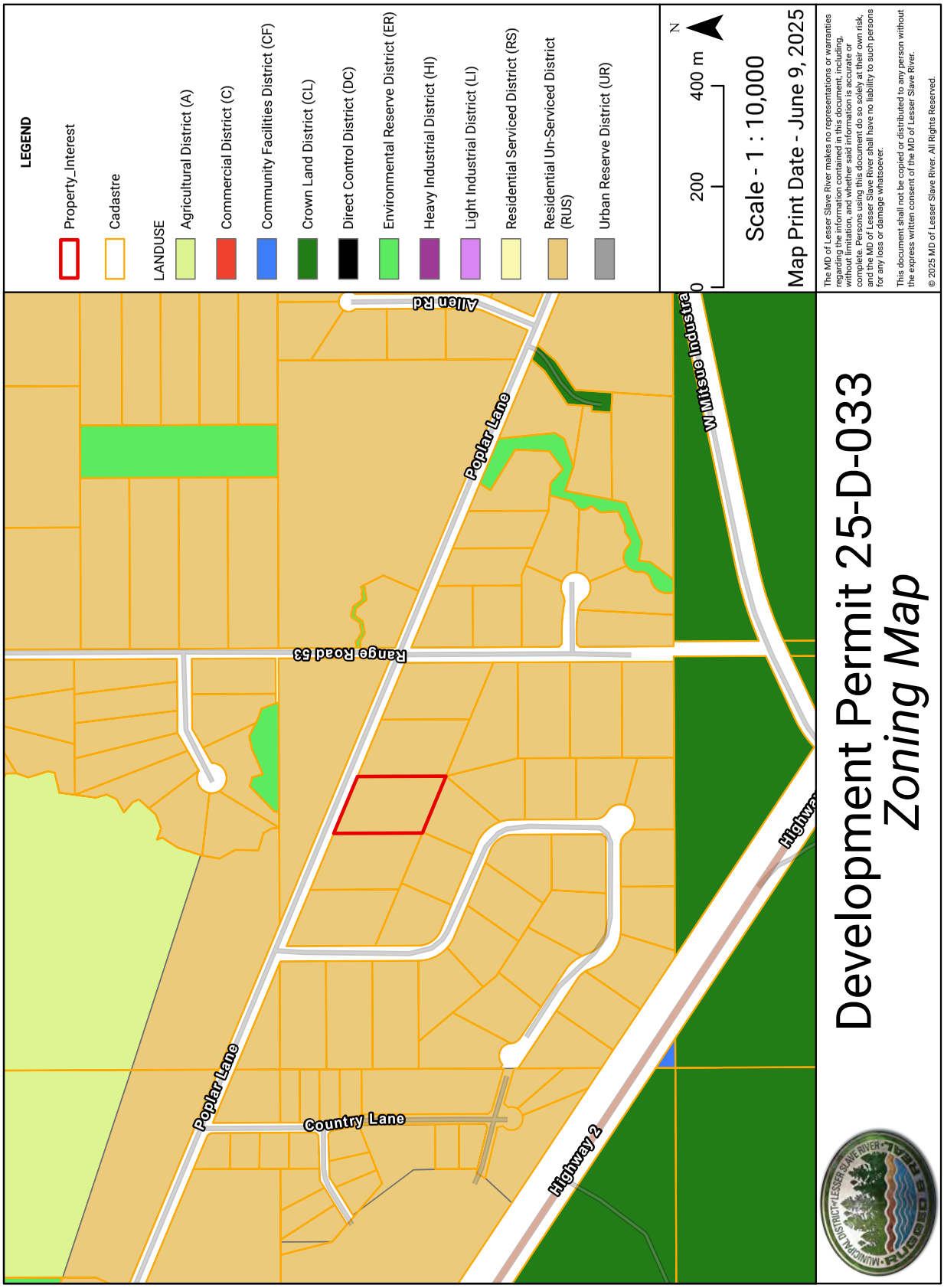
- MD Boundary
- Cadastre
- Provincial Roads
- Property_Interest



0 50 100 m

Scale - 1 : 4,000

Map Print Date - June 9, 2025


LEGEND
Property_Interest
Cadastre
LANDUSE
Agricultural District (A)
Commercial District (C)
Community Facilities District (CF)
Crown Land District (CL)
Direct Control District (DC)
Environmental Reserve District (ER)
Heavy Industrial District (HI)
Light Industrial District (LI)
Residential Serviced District (RS)
Residential Un-Serviced District (RUS)
Urban Reserve District (UR)
N
0
200
400 m
Scale - 1 : 10,000
Map Print Date - June 9, 2025
The MD of Lesser Slave River makes no representations or warranties regarding the information contained in this document, including, without limitation, and whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the MD of Lesser Slave River shall have no liability to such persons for any loss or damage whatsoever.
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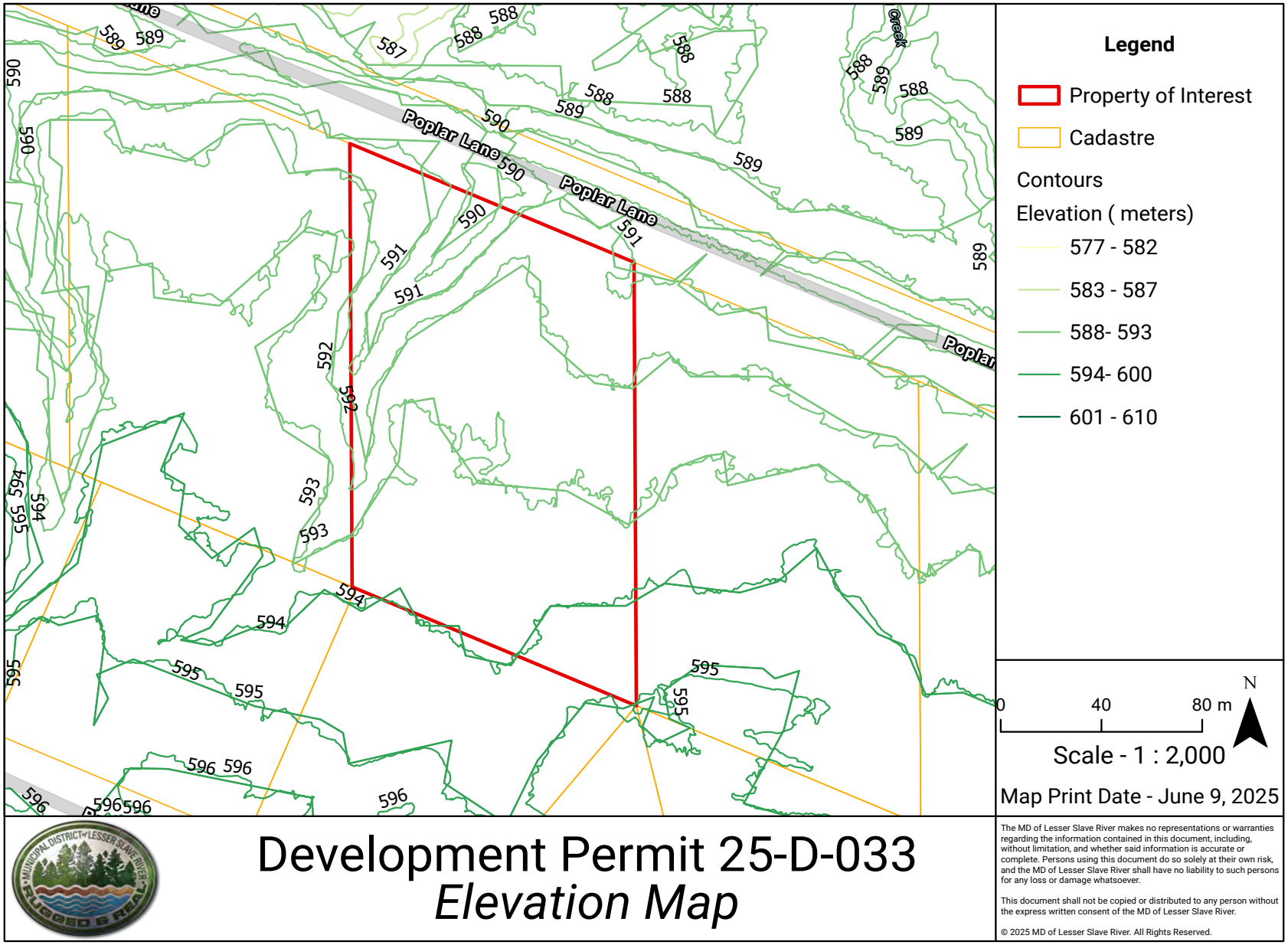
Allen Rd
Poplar Lane
W Mitsue Industria
Range Road 63
Poplar Lane
Country Lane
Highway 2
Highwa
Development Permit 25-D-033
Zoning Map




# Development Permit 25-D-033
## *Elevation Map*

Lesser Slave River

# Municipal Planning Commission

| | | |
|---|---|---|
| Subject: | **Development Permit Application Discretionary Use** | Choose an item. |
| Date: | 6/17/2025 | |
| Presented By: | Ann Åsfrid Holden, Planning & Development Officer | |
| Attachments: | Application, Proposal Letter, Site Map, GL Map, zoning map | |

| | |
|---|---|
| File Number | 25-D-034 |
| Land Use District | Commericial (C) |
| Community: | Smith Hamlet |
| Legal Location | 5221HW; 1; 3 |
| Applicant: | Melinda Miranda |
| Landowner(s): | Clarence Prins |

**PURPOSE:**

To consider development permit application for **Accessory Building (12' X 12') to Community Uses (Community Fridge and Pantry).**

**BACKGROUND:**

- The parcel is located in the hamlet of Smith.
- The parcel is 0.11 hectares (0.27 acres).
- The parcel is currently un-used. An old trailer with a commercial sign is located on the lot. This development will be removed by the landowner.


Picture 1: Current development on the lot

- Previous development permits and land use amendments for this lot includes:
    - Development Permit 94-D-92 Storage Room and Signs (video rental/outlet/office space)
    - Development Permit 94-D-86 Chain-link fence & Storage Room (Refused due to conditions on mobile home not completed)
    - Development Permit 94-D-77 Video Rental Outlet (Approved)
    - Development Permit S-17(E )-04-89 Car Wash and Laundromat (Approved, extended one year)
    - Mobile Unit Licensing: June 20, 1983.

**SITE ANALYSIS:**

Picture 2: Current use of lot

Servicing Type: None
Soil type: Sandy
Topography: Flat
Wetland inventory: None
Farmland inventory: Not Applicable
Flood risk: No flood overlay for Smith

Picture 3: View of the lot with adjacent uses

Picture 4: Proposed development location in the Smith Commercial Area

**RELEVANT LEGISLATION AND POLICY CONSIDERATIONS:**

**Municipal Development Plan (2012)**

The Municipal Development Plan (MDP) is a long-range strategic plan that sets direction for new development. The MDP identifies the subject lands as Community Area. Section 2.1.1 states that

development in the Community Areas shall be predominantly residential in nature, with commercial, institutional, and light industrial development in appropriate locations which do not interfere with or conflict with the predominant residential land use.

The community area is supporting where people live, work, and recreate. The MDP only has four distinct land use areas: Agriculture, Community Area, Industrial area and Crown Land.

*Section 3.1.1* The MD shall encourage a range of commercial development in Hamlets which serve the day to day needs of the community and shall ensure that hamlet commercial uses are developed at a scale appropriate to the community.

The proposed development is proposing to mitigate food insecurity in the hamlet.

**Land Use Bylaw**
*Section 16.1.1 Definitions:*
Community Uses: means a development that provides benefit and enjoyment for the wider community. This includes, but is not limited to: libraries; community halls; public parks and playgrounds; municipal sports fields; gymnasiums; recreational facilities; and seniors' services and lodges.

Due to the not-for profit nature of the proposed use, the community uses best describes the development.

Section 7.4.4:

| | REGULATION | PROVISION |
|---|---|---|
| 1 | Parcel Area (minimum) | 500 $m^2$ (5,382 $ft^2$) |
| 2 | Parcel Width (minimum) | 15 m (49.2 ft) |
| 3 | Site Coverage (maximum) | Fifty percent (50%) |
| 4 | Front Yard Setback (minimum)* | 3.0 m (9.84 ft) |
| 5 | Rear Yard Setback (minimum)* | 3.0 m (9.84 ft) |
| 6 | Height (maximum) | 12 m (39.4 ft) |
| | IF BORDERING RS OR RUS DISTRICT: | |
| 7a | Side Yard Setback (minimum)* | 1.2 m (3.94 ft) |
| | IF BORDERING ANY OTHER DISTRICT: | |
| 7b | Side Yard Setback (minimum)* | No Minimum Setback |

*NOTE: REFER TO SECTION 8.2 FOR SETBACKS FROM ROADS
REFERENCE SECTIONS 8, 9 AND 10 FOR OTHER APPLICABLE REGULATIONS.

Section 7.4.3 The following uses shall be discretionary, and shall be evaluated for their appropriateness based off the criteria indicated. When carrying out the assessment, the Development Authority will be identifying if the impact is greater than a permitted activity and if so, whether the impact can be mitigated, remedied, or avoided. If it cannot, the **application shall be declined**. Any uses not described in this Bylaw shall be considered discretionary and may only be considered by the MD if they are reasonably compatible with uses that are permitted and meet the intent of the district and policies of the MDP. Such uses will be subject to all assessment criteria, and may have additional evaluation criteria applied, at the discretion of the Development Authority. The Development Authority may request

The following criteria applies for an application for Community Uses in the Commercial District:

**Traffic/Access:** The lot has an approach from 9 ST. Given the size of the development and the hamlet, the

development is not assumed to create too much traffic. More traffic is probably beneficial in the commercial district in Smith, for instance, if the resident dropping off produce, may pick up something from the store or use the restaurant.

**Dust:** 9 ST is paved. Dust is not expected to have a significant impact for this application.

**Environmental:** The legal file did not show a use that could have an impact on the proposed development. As long as the site is kept clean and tidy, the proposed development is not expected to have a significant environmental impact.

**Fiscal:** The development is in the commercial zoning of Smith. As a use, it is not expected to generate much tax revenue. A tax exemption for the building related to the not-for profit operation is not automatically granted. The property owner would need to apply for exemption via COPTER as he is a taxable entity. All of the application documents would have to clearly outline the food bank operations.

**Cumulative:** There is a public library approximately 575 m away. Adjacent to lot is the Legion and Smith Half Century. There is a bit of a cumulative impact of community uses in Smith.

**Safety:** Food safety is governed by the health inspector.

**Impact of Loss of Land:** Is the use going to stand in the way for any commercial business that could locate to this lot?

**Compatibility with Adjacent Uses**: The adjacent uses are the Legion, Smith Half Century, the old Health Centre building, and a lot that is used as a residential lot.

Section 8.1 Accessory Buildings

8.1.1 In all districts, accessory buildings shall be required to follow all setback regulations.

8.1.2 In all districts, accessory buildings shall count towards the lot coverage.

8.1.3 In all the districts, no accessory building may be built on a lot before a main building or main use is developed on the lot, except where:

a) an approved main building or use is developed on the lot within one (1) year of the date of issue of the development permit for the accessory building; or

b) the main building exists on an adjacent lot where the developer holds titles for both lots. If there is a title change for either lot, then the landowner of the lot with the accessory building shall remove the accessory building or develop a main building on the lot within one (1) year from the date of title change of either lot. The Development Authority shall register against the title this requirement when these circumstances arise.

The main use is Community Uses (Community Fridge and Pantry).

8.1.4 If an accessory building is constructed under the provision of subsection 8.1.3 and a main building or use is not developed within one (1) year of the issued development permit, the landowner shall be required to remove the accessory building unless an extension to the development permit has been granted by the Development Authority.

8.1.5 Landowners shall be required to obtain a new development permit from the Development Authority if the accessory building is to:

a) become the main building on a lot; or

b) contain the primary use on the property.

The landowner has consistently applied for development permits when changes of use are happening.

Section 8.12 Onsite Parking

8.12.1 Development permit applications in all districts, for both permitted and discretionary uses, shall indicate the number of proposed on-site parking stalls for their development, the location of the parking stalls, and size, enabling applicants to assess the need for parking based off what is required for their use.

8.12.2 No parking on municipal roads is permitted in the MD unless explicit consent has been provided by the MD. When accessing the need for on-site parking, applicants shall assume that no parking is permitted on municipal roads.

8.12.3 Applicants shall be responsible for demonstrating that the number of parking stalls are adequate for their proposed development.

One parking stall is the suggested minimum for community uses for a development of this size.
The proposed location is within 800 m of the majority of the residential buildings in Smith. In summer months, this is also within in walking distance for these residents.

Special setbacks

Section 8.14.2 Development adjacent to landfills requires special consideration. The department responsible for regulating the health and protection in Alberta outlines the following setback requirements that shall be followed:

» **Non-operating Landfill & Waste Storage Site (Transfer Station)** – the setback distance from a residence, school, hospital, or food establishment is 300 m (984.3 ft).

The Smith Transfer station is 835 m from the Community Fridge and Pantry.

Section 8.14.4 Development adjacent to sewage/ wastewater lagoons requires special consideration. The following are minimum setback requirements for lands adjacent to sewage/ wastewater lagoons:

» **Residence, school, hospital, or food establishment** – the setback distance from the nearest building on lands that contain a residence, school, hospital, or food establishment is 300 m (984.3 ft).

The Smith Sewage Lagoon is 511 m from the proposed development.

**BENEFIT/RISKS:**

Benefit: Reduce food waste, bring opportunities for residents of Smith to secure food and strengthen community spirit.
Risk: Liability when using the pantry. The applicant has secured insurance for this purpose and will supply that policy to the MD upon completion of the development permit.

**FINANCIAL IMPLICATION:**

Alberta has one of the highest rates of food insecurity in Canada.[1] The rate of food insecurity is highest in families with children under 18. Measures that will strengthen families' ability to afford living in a rural community may have a great impact on a small hamlet such as Smith. For example, keeping families with

[1] https://proof.utoronto.ca/2025/new-data-on-household-food-insecurity-in-2024/#:~:text=The%20percentage%20of%20people%20living%20in%20severely%20food%2Dinsecure%20households,2023%20to%2012.4%25%20in%202024.

children will hopefully keep the school open.

**PUBLIC ENGAGEMENT LEVEL/REFERRALS:**
Adjacent landowner letters were sent June 9, 2025. They were delivered to the Smith Post office directly since the time turnaround was short.
The development proposal has been discussed with a Health Inspector. No permit is needed for produce in raw form (i.e. lettuce and rhubarb stalks); however, if the lettuce is chopped, a food handling permit is needed. For the proposed development, Alberta Health has a free permit for initiatives like these. Contact information will be shared with the applicant if the permit is approved.

**RECOMMENDED MOTION:**

That the Municipal Planning Commission APPROVE Development Permit Application 25-D-034 for **Accessory Building (12' X 12') to Community Uses (Community Fridge and Pantry)** with the following conditions:

1. Must meet minimum setback of:
Front Yard - 3 meters (9.84 feet) from property line
Rear Yard - 3 meters (9.84 feet) from property line
NOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.

2. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.

3. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.

4. Applicants are required to: a) design loading spaces to ensure that loading vehicles cannot extend into a public right of way or an adjoining property; and b) provide vehicular ingress to, and egress from, a street or lane so that no backing or turning movements of vehicles going to or from the site cause interference with traffic in the abutting streets or lanes.

5. There shall be at least one (1) on-site parking stall on the lot.

6. No parking on municipal roads is permitted in the MD unless explicit consent has been provided by the MD. When accessing the need for on-site parking, applicants shall assume that no parking is permitted on municipal roads.

7. If an accessory building is constructed under the provision of subsection 8.1.3 of the Land Use Bylaw and a main building or use is not developed within one (1) year of the issued development permit, the landowner shall be required to remove the accessory building unless an extension to the development permit has been granted by the Development Authority.

8. The developer must construct the main building or use on the development site prior to the expiration of this development permit. If the developer has not constructed the main building or use on

the development site prior to the expiration of this development permit, then they must remove the accessory building from the development site until such time as a new development permit has been obtained.

9. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.

10. The applicant shall ensure that dust and noise control measures are undertaken to prevent such items from becoming an annoyance to neighboring landowners.

11. The developer shall keep site clean and orderly.

12. No other buildings or use are allowed on this lot without municipal authorization.

13. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal. (I.e. Health Inspector).

14. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to https://livefiresmart.ca/ OR https://firesmartcanada.ca/.

15. This permit does not excuse any violation of any regulation or act which may affect the proposed project.

16. The development shall not commence until 21 days after the Date of Decision.

17. The Development Permit is valid for a 12-month period starting from the Date of Decision.

18. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.

19. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

20. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.

21. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.

**ALTERNATIVE MOTION:**

*A) Postpone the application to the next meeting*

*B) Approve* Development Permit Application 25-D-034 for **Accessory Building (12' X 12') to Community Uses (Community Fridge and Pantry) – Temporary 1 year**

*C) Refuse* Development Permit Application 25-D-034 for **Accessory Building (12' X 12') to Community Uses (Community Fridge and Pantry)** *for the following reasons:*

1. The purpose of the commercial district is to accommodate for a range of retail and service commercial opportunities. Community Uses (Community Fridge and Pantry) will take space away

from commercial businesses. The commercial district in Smith has too many Community Uses already.

2. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

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Prepared By: Ann Åsfrid Holden, Planning & Development Officer
Reviewed By: Sandra Rendle, Associate Director, Legislative Services
Approved By: Chris Valaire, Assistant Chief Administrative Officer

Lesser Slave River
Planning & Development

## DEVELOPMENT PERMIT APPLICATION – HOME OCCUPATION/USES

Application No. 25-D-034

Form Received: June 4/25

I/We hereby make application under 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.

| | |
|---|---|
| APPLICANT NAME: | |
| POSTAL ADDRESS: | POSTAL CODE: |
| EMAIL ADDRESS: | PHONE NUMBER: |
| REGISTERED LANDOWNER NAME: *Complete if different from applicant* | |
| POSTAL ADDRESS: | POSTAL CODE: |
| EMAIL ADDRESS: | PHONE NUMBER: |

LAND LOCATION:

| Quarter | Section | Township | Range | Meridian | OR | Plan | Block | Lot |
|---|---|---|---|---|---|---|---|---|
| NE | 23 | 71 | 1 | 5 | | | | |

PROPERTY SIZE: ACRES ____ HECTARES ____

ZONING: ____

VARIANCE REQUIRED? YES OR NO

How is the site being accessed? ☐ Existing Approach? ☑ Proposed Approach?

Do you have an MDLSR-assigned address? ☑ Yes, Address: 602 - 9 STREET. ☐ No

DESCRIBE EXISTING DEVELOPMENT ON THE PROPERTY: *(Please list all buildings on site)*

on old trailer but will be removed by owner

DESCRIBE THE PROPOSED DEVELOPMENT:

DESCRIBE THE PROPOSED USE: *(What will the development be used for?)*

The proposed 12 ft x 12 ft building will be use to house chickens + poultry (please see attached Proposal letter)

☐ No additional buildings proposed *(please check if applicable)*



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# Lesser Slave River

## Planning & Development

| DEVELOPMENT APPLICATION DETAILS: | | | | | |
|---|---|---|---|---|---|
| Building Size: | 144 sq' 8' | Sq. M. / Sq. Ft. | Length x Width | 12 x 12. | Meters / Feet |
| Height *(Grade to Peak)* | | Meters / Feet | | | |
| Roofing Material | | | Siding Materials: | | |
| Front Yard Setback to Property Line: | | Meters / Feet | Rear Yard Setback to Property Line: | | Meters / Feet |
| Smallest Side of Yard Setback to Property Line: | | Meters / Feet | Estimated Cost of Project: | | |
| Start Date: | Aug 1/25 | | Estimate Complete Date: | Aug 1/26 | |
| Is this Application for the Principal or Secondary Use on this Parcel? *(Please check one)* | | | Principal | | Secondary |
| Is the Development Within 800 m of a Provincial Highway? *(If yes, please apply for a roadside development permit: https://roadsideplanning.alberta.ca/)* | | | Yes | | No |
| If Yes, Highway #: | | | | | |
| If yes, a Roadside Development Permit is required from Alberta Transportation. Provided? | | | | Yes | No |
| Does the Subject Land Contain an Oil or Gas Facility or Pipeline? | | | | Yes | No |
| Does the Subject Land Contain a Water Body or River? | | | | Yes | No |
| If yes, Name: | | | | | |
| Is the Development Near Slopes of 15% or Greater? | | | | Yes | No |
| Type of Sewage System: *(septic field, holding tank, open discharge, lagoon, municipal servicing)* | | | | | |
| Building Plans: *Attach building plans for the development* | | | | | |
| The Municipal District of Lesser Slave River does not issue Building Permits. Which Safety Codes Agency would you like to use? | | | | | |
| ☐ Superior Safety Codes Inc. | | | ☐ The Inspections Group Inc. | | |
| Notification of your application will be sent by e-mail. Please indicate if you require a paper copy of your permit. | | | | ☐ Yes | ☐ No |

**Business Info**

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| Name of Business: | | | | | | | |
| Type of Business: | | | | | | | |
| Number of full-time, part-time, casual, and seasonal employees *(do not include people living in the dwelling on site)* | | | | | | | |
| ☐ | 0-3 | ☐ | 3-6 | ☐ | 7-10 | ☐ | 10+ *(please check applicable box)* |

**Traffic Impact** *(site plan must show location of all vehicles/equipment storage on site)*

| | | | | | | |
|---|---|---|---|---|---|---|
| How many parking spots are needed for the employees and the customers? | | | | | | |
| Number of Business Visits per day: | ☐ | 1-4 | ☐ | 5-8 | ☐ | 9+ |
| What modes of transportation will be used to support the business (i.e. delivery trucks, company trucks, etc.?) | | | | | | |
| | | | | | | |
| Will a commercial vehicle of any kind be parked on the lot? | Yes | | No | | | |

**Site Conditions:**

| | |
|---|---|
| Describe the lighting and security needs of the business. | needs power + water |
| If the business will generate any smell, please describe | no |
| What equipment, supplies, or inventory will be kept on-site? | Fridge pantry |



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Lesser Slave River

Planning & Development

| | |
|---|---|
| Will any of it be stored outside? | no |
| What hazards will be associated with your business (explosives, corrosives, toxins, biohazards, flammable, radioactive, etc.)? | none |
| Is the proposed use to be located within an existing building? *(Label all buildings related to the business on the site plan. Label any outdoor storage areas for the business.)* | No – New Building is proposed to be constructed<br>No – Parking of Commercial vehicles only<br>Yes – Existing building is identified on the Site Plan. |

**Days & Hours of Operation**

| Days of Operations | Open/Start | Close/End |
|---|---|---|
| Monday | 6 am | 7pm |
| Tuesday | ✓ | ✓ |
| Wednesday | ✓ | ✓ |
| Thursday | ✓ | ✓ |
| Friday | ✓ | ✓ |
| Saturday | ✓ | ✓ |
| Sunday | ✓ | ✓ |

**Other**

| | | | | |
|---|---|---|---|---|
| Will animals be any part of this business? | | Yes | | No |
| If yes, what kind and how many? | | | | |
| Will water consumption increase as a result of the business operation? | | Yes | | No |
| Will the business have a public washroom on site? | | Yes | | No |
| Will sewage/manure disposal increase as a result of the business operation? | | Yes | | No |
| If Yes, how will manure be disposed of? | | | | |

**Signage**

*If signage is needed, please submit a picture/sketch of the sign(s) and a site plan showing location(s).*

| | |
|---|---|
| Type of Signage | |
| Size of Signage (L x W) | |
| Total Height of Sign(s) | |
| Location of Sign(s) | |

**Landowner Authorizations:**

- ☑ *I/we give consent to allow an authorized person of the Municipal District of Lesser Slave River No. 124 to enter the land for a site inspection with respect to this Application only.*
- ☑ *I/we hereby certify that the above information given on this form is complete and, to the best of my/our knowledge, a true statement of the facts relating to this application.*
- ☐ *We understand that Personal information is collected under the authority of s. 33 (c) of the Freedom of Information and Protection of Privacy Act and will be used in the processing of land development applications and shared with outside organizations for the purpose of processing applications. If you have any questions about the collection, use or disclosure of your personal information, contact the Planning and Development Department, Municipal District of Lesser Slave River, at 780.849.4888*
- ☐ *I/we authorize the MD to share the notice of decision with the Alberta Safety Code Authority (ASCA) and/or your preferred safety code agency.*
- ☑ *I have been informed of the bylaws, policies and regulations regarding this application. I understand that this permit may be refused if the proposed development does not conform with to all the aspects of the land use bylaw.*



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Planning & Development

Signature of Landowner(s)

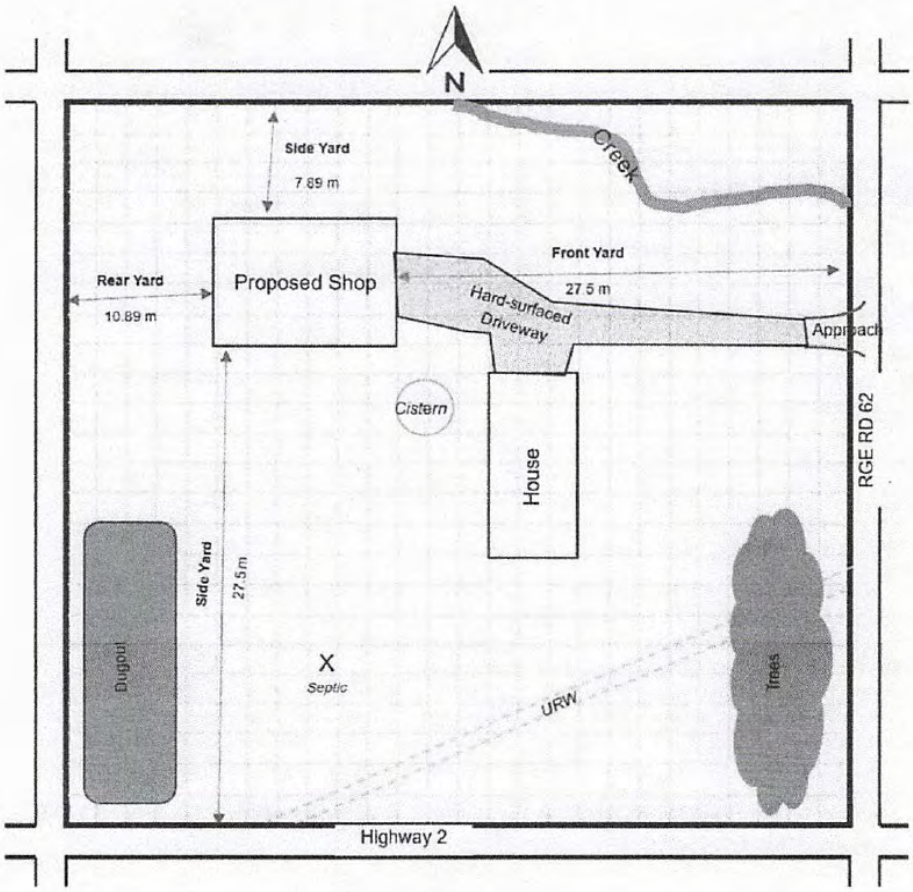
JUNE 4/25
Date

Signature of Authorized Applicant

June 4, 2025
Date

**Please review the example Site Plan shown below and ensure that your site plan follows the example given.**

## EXAMPLE SITE PLAN



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Lesser Slave River

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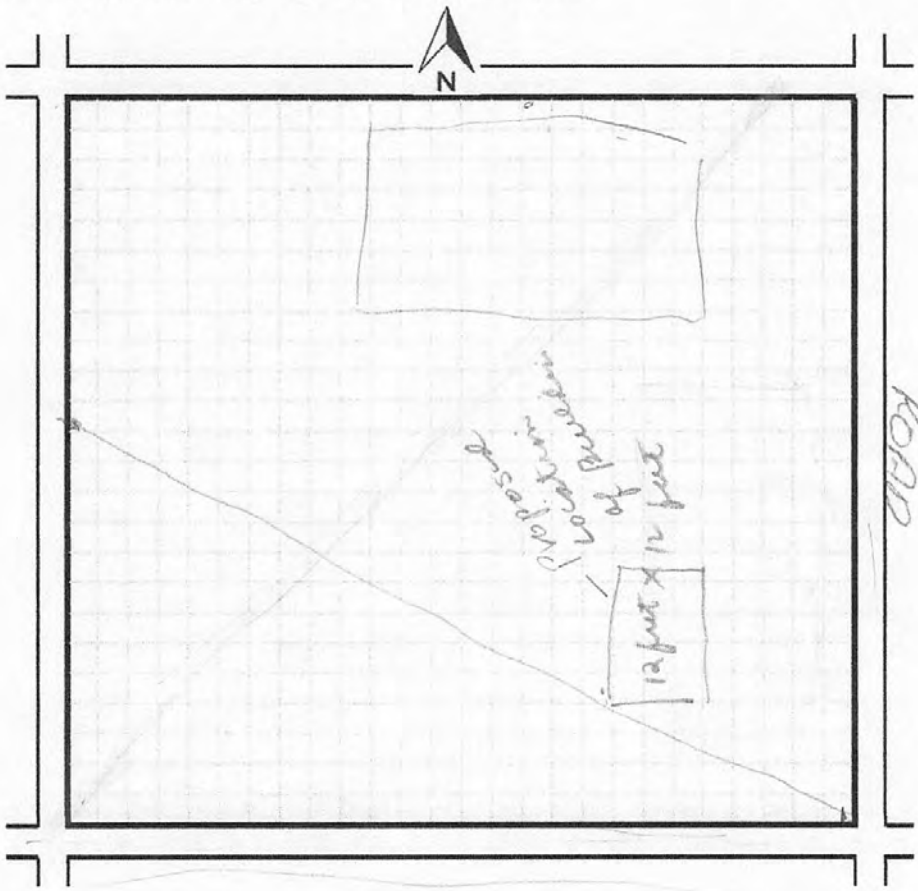
**Please use the square below to represent your property. Site Plan/Survey Plan must show the following:**

- Front yard setback
- Rear yard setback
- Side yard setbacks
- Locations of roads
- Access to property
- Any existing buildings
- Proposed development
- Location of easements
- Location of water & septic
- Location of hard surfacing
- Location of all waterbodies/courses

**Plans showing the dimensions (height, width, and length) of the development must be included with this application. A set of blueprints can be submitted in lieu of these plans.**




| Legal Land Description | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| | | | | | | | | |
| Quarter | Section | Township | Range | Meridian | OR | Plan | Block | Lot |
| | | | | | | | | |
| Signature of Registered Landowner | | | | | | Date | | |



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June 4, 2025

To:

Lesser Slave River

Planning & Development

Box 722, Slave Lake, Alberta, T0G2A0

Dear Members of the Town Council,

Subject: Proposal to Establish a Community Fridge and Pantry in the Town of Smith

I am writing to propose the creation of a community fridge and pantry within the Town of Smith to help support local residents facing food insecurity, reduce food waste, and foster a stronger, more compassionate community.

A community fridge and pantry is a grassroots initiative that provides free, 13 hours access to food and basic essentials ideal plan for operation Spring up to Fall (before winter comes). It operates on a **"take what you need, leave what you can"** principle, supported by local donations from residents, businesses, and organizations. These community-driven spaces have proven successful in many towns and cities, offering a low-barrier solution for individuals and families who may be struggling with access to food.

The proposed location would ideally be a central and accessible area which a property will be owning soon by yours truly. Volunteers from the community would maintain the pantry and fridge ensuring cleanliness and safety, and partnerships would be formed with local stores, bakeries, and farms for surplus donations.

Key Benefits Include:

Reducing hunger and food insecurity in our community

Diverting edible food from landfills

Encouraging local volunteerism and community engagement

Promoting kindness, dignity, and solidarity

I would be grateful for the opportunity to discuss this initiative further and explore how the Town of Smith can support or collaborate in making this vision a reality. I am confident that this project will have a lasting positive impact on our community.

Thank you for considering this proposal and hoping you could waived the $300 application fee for a permit. I look forward to your response and am happy to provide more details or meet in person at your convenience.

Sincerely,


- Sign -

# Food Donations to Little Free Pantries

Little Free Pantries provide a location to store and distribute donated food and toiletries within a community. Below are some tips to ensure the food is safe for consumption

Source: www.littlefreepantry.org

Donate:

- Food purchased from approved food establishments
- Non-perishable foods (do not need to be stored in the fridge)
  Consider the weather when donating canned or jarred foods. These foods may freeze in cold weather and become unsafe to eat or make a big mess.
- Foods stored in original, sealed containers with labels and in good condition

Don't donate:

- Perishable food items
- Food without labels or in damaged packages (dented cans, bulging cans, torn packaging, cracked jars)
- Food that is contaminated by pests, chemicals or anything else
- Home-prepared foods, home- canned foods or leftovers
- Expired baby formula
- Open food or partially consumed product

For more information, visit Environmental Public Health
ahs.ca/eph

Alberta Health Services

If you own a Little Free Pantry:

- Monitor your pantry often to ensure:
  - It's clean, with no spills, pests, animal droppings or gnawed packaging.
  - There's no rotting fruits or vegetables, or unsafe food inside.
- Call your local public health inspector if you have questions, or plan to build another pantry.

---

Contact us at 1-833-476-4743 or submit a request online at ahs.ca/eph.

PUB-0021-201709

## Legend

- Cadastre
- Property of Interest

### Roads

- PROVINCIAL
- MUNICIPAL
- SLAVE LAKE
- Provincial Roads

N

0 10 20 m

Scale - 1 : 500

Map Print Date - June 10, 2025

# Development Permit 25-D-034

Municipal District of
Lesser Slave River 124

# DEVELOPMENT PERMIT 25-D-034

Location - Smith


**Legend**

- MD Boundary
- Cadastre
- Provincial Roads
- Property of Interest

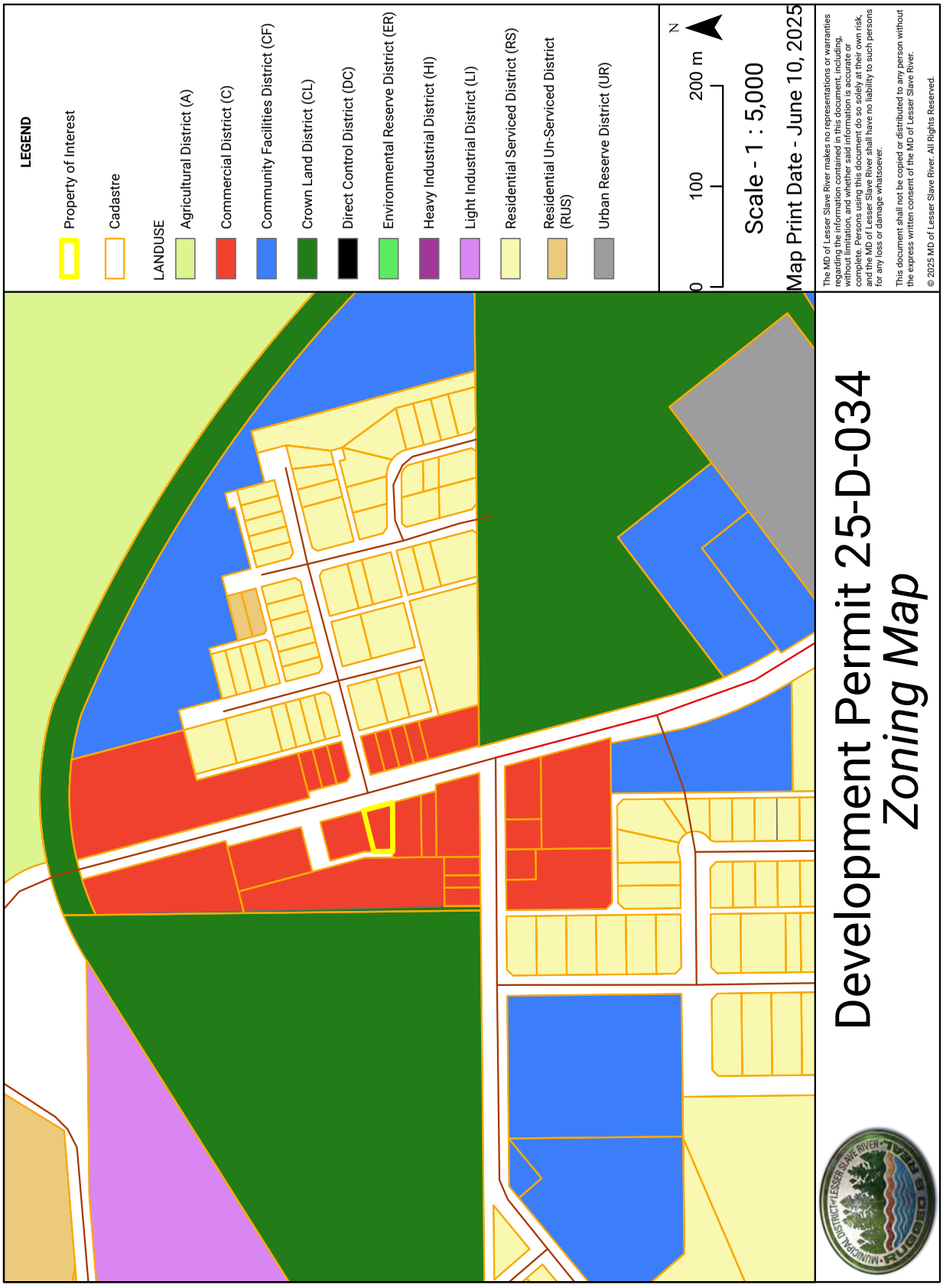


0 20 40 m

N

Scale - 1 : 2,000

Map Print Date - June 10, 2025


LEGEND
Property of Interest
Cadastre
LANDUSE
Agricultural District (A)
Commercial District (C)
Community Facilities District (CF)
Crown Land District (CL)
Direct Control District (DC)
Environmental Reserve District (ER)
Heavy Industrial District (HI)
Light Industrial District (LI)
Residential Serviced District (RS)
Residential Un-Serviced District (RUS)
Urban Reserve District (UR)
N
0
100
200 m
Scale - 1 : 5,000
Map Print Date - June 10, 2025
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Development Permit 25-D-034
Zoning Map