



MUNICIPAL PLANNING COMMISSION  
MEETING ON JANUARY 9, 2023  
AT 5:00 PM  
SAWRIDGE MEETING ROOM

### **VISION**

"Slave Lake is committed to building opportunities by growing business, industry and population, while promoting ourselves and our exceptional quality of life."

### **MISSION**

"Working Together, Building a Better Community"

'Our Vision and Mission will serve as a guide in our decision making'

### **Land Acknowledgement**

In the spirit of respect, authenticity, and reconciliation the Town of Slave Lake honours and acknowledges that we are situated on the traditional lands of Sawridge First Nation within Treaty 8 territory. Home to Indigenous, Metis and Inuit peoples who have occupied these lands since time in memorial.

Page

#### **1. Election of Chair and Vice Chair**

#### **2. Adoption of Agenda**

#### **3. Minutes of Previous Meetings**

3 - 6

- a) December 5, 2022 MPC Minutes

#### **4. Business Arising from the Minutes**

#### **5. Development Permit Applications**

7 - 22

- a) DPA #59.11.22  
Discretionary Use - Agricultural Operation  
MKB Trucking

23 - 37

- b) DPA #61.12.22  
Discretionary Use - Minor Digital Sign  
A & W Restaurant (Gordy Ferguson)

38 - 48

- c) DPA #01.01.23 (HBB #01.23)  
Type E Home Based Business

**MUNICIPAL PLANNING COMMISSION**  
**Monday January 9, 2023 at 5:00 PM**

Ofelia De La Cruz

**6. Land Use By-Law/Statutory Plan Amendments**

- 49 - 55      a)      Land Use Bylaw Redistricting Amendment  
                 Bylaw #16-2022  
                 Metis Urban Housing
- 56 - 60      b)      Land Use Bylaw Regulatory Amendment  
                 Bylaw #17-2022  
                 20/20 Investment Group Inc.
- 61 - 69      c)      Municipal Development Plan Amendment  
                 Bylaw #18-2022  
                 Lakeview Optometry Clinic
- 70 - 77      d)      Land Use Bylaw Redistricting Amendment  
                 Bylaw #19-2022  
                 Lakeview Optometry Clinic

**7. Proposed Subdivisions**

**8. Other Business**

- 78              a)      December 2022 Building Value Report
- 79              b)      Ten Year Building Value Report

**9. MPC Development Concerns**

**10. Next Meeting**

- a)      February 6, 2023

**11. Adjournment**

PRESENT: S. Torresan-Chykerda, F. Ward, S. Gramlich, K. Hughes, T. Kelham, S. Jayarman and C. Mandau

ABSENT:

OTHERS: Laurie Skrynyk, Director of Planning & Development

S. Torresan-Chykerda called the meeting to order at 5:00 p.m.

**1. Adoption of the Agenda**

S. Torresan-Chykerda indicated there was an additional discussion item 7 (b) regarding Sea Can Storage.

MOVED by F. Ward to accept the agenda as amended.

CARRIED

**2. Minutes of Previous Meetings**

MOVED by C. Mandau to accept the minutes of the November 7, 2022, meeting as presented.

CARRIED

**3. Business Arising from the Minutes**

None

**4. Development Permit Applications**

**a) DP #61.11.22**

**Discretionary Use – Shelter**

**Slave Lake Homeless Coalition**

**Delegate: Jacki Freamo, Executive Director**

Moved by S. Torresan-Chykerda that the Municipal Planning Commission approves Development Permit #61.11.22 for the placement of one additional ATCO style building (i.e., trailer) for the development and operation of a temporary Shelter, which is a discretionary use in the I – Institutional District. The new trailer shall provide additional amenity space and will be included in the operation of the temporary Shelter approved by the Intermunicipal Subdivision and Development Appeal Board on November 3, 2022 (i.e., DP #55.09.22). The maximum capacity of the temporary Shelter will not exceed fifteen (15) people. The new trailer may operate seven days a week from 6:00 pm to 9:00 am daily from December 6, 2022, to April 30, 2023. The hours of operation may be extended due to inclement weather or extenuating circumstances. The proposed development is located at 901 Caribou Trail NW on Lot 1, Plan 992 3252, the approval of which is subject to the following conditions.

1. The temporary Shelter, including the additional new trailer approved under this development permit, must cease operation by April 30, 2023. Should the applicant wish to operate the program during the winter of 2023/2024, a new application for the development is required.
2. If in the progress of work on this development the landowner/applicant desires to change in any way from the terms and conditions of this development permit, he/she shall notify the Town in writing and submit amended drawings, and if necessary, shall apply for a new development permit.

3. The Town assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact, which arises from the information supplied by or on behalf of the landowner/applicant.
4. If the development authorized by this development permit is not commenced and completed within eighteen (18) months from the date of issuance of this development permit, the permit is deemed to be VOID unless an extension has been granted by the Development Authority or the Municipal Planning Commission. It is the landowner/applicant's responsibility to advise the Town if the development will not be completed within the 18-month time frame and request an extension.
5. The Development is to comply with all Municipal, Provincial and Federal Codes and Regulations. The landowner/applicant is to obtain all necessary permits (building, fire, electrical, plumbing, gas, and other disciplines) required under the authority of the Alberta Safety Codes Act from an accredited agency prior to proceeding with any construction. **A copy of the Building Permit shall be submitted to the Town.** The issuance of this development permit does not exempt the landowner/applicant from any additional requirements or approvals in any of the disciplines.

#### **PERMIT COMPLIANCE**

6. The landowner/applicant shall comply with the Town's Development Standards and Procedures, the Town's Policies and Procedures, the Town's municipal bylaws, the Alberta Safety Codes Act, all applicable federal and provincial legislation and any conditions of caveat, covenant, easement, or other instrument registered on title to the lands.

#### **SITE PLAN**

7. All structures on site must conform to the submitted and approved Site Plan and must also be in accordance with the requirements of **Section 3 and 110** of the Land Use Bylaw #22-2007; unless otherwise varied under the issuance of a development permit.

#### **PUBLIC LANDS**

8. The landowner/applicant is responsible for ensuring that all improvements on the lot, such as building, driveway, etc., do not interfere with fire hydrants, storm drains, light standards, or utility easements, etc., and landowner/applicant will be held responsible for damage he or his contractors may cause.
9. Prior to construction proceeding, any existing damage to sidewalks, roads or public utility services is to be reported to the Town or the landowner/applicant will be held responsible for damage.
10. Any existing public landscaped areas that are damaged during construction are to be repaired to their original condition by the landowner/applicant.

#### **FIRE**

11. The burning of building material and debris on construction site or within the boundaries of the Town is strictly prohibited. Violators will receive a fine.

#### **GENERAL**

12. The landowner/applicant and any other contractors working on this development are to be properly licensed by the

Town and/or the province.

13. The landowner/applicant shall ensure that the construction site remains in a tidy and orderly condition and that construction debris and materials are contained within the boundaries of the parcel and not permitted to scatter to neighbouring parcels.
14. The landowner/applicant is required to notify the Town's Operations Department at 780-849-4107 a minimum of twenty-four (24) hours prior to hauling an over dimensioned/oversized and/or an overweight load such as a 'Ready to Move' (RTM), or Modular structure and/or any other load or structure.

CARRIED

**b) DP #59.11.22**  
**Discretionary Use – Agricultural Operation**  
**MKB Trucking (Marc Boissonneault)**

Discussion ensued regarding the proposed Agricultural Use adjacent to the Sawridge Creek and the potential for fertilizers or pesticides being introduced into the watershed. The MPC agreed that additional information was necessary to properly assess the application.

MOVED by C. Mandau that DP #59.11.22 for an Agricultural Operation be tabled to the January 9, 2023, Municipal Planning Commission meeting so that Administration could bring back additional information regarding Agricultural Operations in proximity to water bodies (i.e., the Sawridge Creek).

CARRIED

**5. Land Use Bylaw/Statutory Plan Amendments**

**6. Proposed Subdivisions**

**7. Other Business**

**a) 2023 MPC Meeting Schedule**

MOVED by K. Hughes to accept the 2023 MPC Meeting Schedule as presented.

CARRIED

**b) Sea Can Storage**

L. Skrynyk indicated that a local developer was interested in purchasing a commercial property (i.e., 217 – 3 Avenue NW) and developing a commercial storage business. The developer would like to utilize sea cans for the development and enclose them completely, as is required by the Land Use Bylaw. The developer indicated that he would like to utilize the sea can doors, rather than replacing them with overhead doors. Essentially the only portion of the sea cans that would be exposed and visible would be the doors and they would be painted to match the development on site and the exterior finish of the sea can enclosure. The MPC indicated that had no concerns with this concept, as presented.

**8. MPC Development Concerns**

**9. Meeting Review**

- Next regularly scheduled meeting is January 9, 2023.

**Adjournment:**

Meeting adjourned at 6:14 pm.

Recorder: Laurie Skrynyk

Minutes Prepared by: Laurie Skrynyk

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Chairperson

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Date

**REPORT TO THE MUNICIPAL PLANNING COMMISSION  
MEETING OF JANUARY 9, 2023**

**FROM:** Laurie Skrynyk  
Director of Planning and Development

**DATE:** January 4, 2023

**SUBJECT:** Discretionary Use  
"Agricultural Operation"

**FILE:** DP #59.11.22

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**PURPOSE**

The purpose of this report is for the Municipal Planning Commission to consider the application for an Agricultural Operation, which is a Discretionary Use in the UE – Urban Expansion District.

**BACKGROUND**

**Name of Applicant:** Marc Boissonneault

**Name of Owner:** MKB Trucking

**Proposal:** That the Municipal Planning Commission considers an application for an Agricultural Operation which is a Discretionary Use in the UE District.

**Legal Description:** Pt. of NE 25-72-6-W5

**Existing Land Use:** UE – Urban Expansion District

**Land Use Bylaw:** In accordance with Section 3 of the Land Use Bylaw #22-2007 "**AGRICULTURAL OPERATION**" means an agricultural activity conducted on agricultural land for gain or reward or in the hope or expectation of gains or reward, and includes:

- a) The cultivation of land;
- b) The production of agricultural field crops;
- c) The production of fruit, vegetables, sod, trees, shrubs and other specialty horticultural crops;
- d) The production of eggs and milk;
- e) The production of honey;
- f) The operation of agricultural machinery and equipment, including irrigation pumps; and
- g) The application of fertilizers, manure, insecticides, pesticides, fungicides, and herbicides, including application of ground and aerial spraying for agricultural purposes.

"Cannabis Production Facility" is a separate use.

In accordance with Section 113 (3) of the Land Use Bylaw #22-2007, "Agricultural Operation" is listed as a discretionary use and must be considered by the MPC.

In accordance with Section 13 (7) (a) the Municipal Planning Commission may approve an application unconditionally, or impose conditions as it deems appropriate, having regard to the requirements of this bylaw and the provisions of any Statutory Plan, or it may approve the application permanently or for a limited period of time, or it may refuse the application.

In accordance with Section 106 (1) all fencing in special districts shall be approved at the discretion of the Development Officer and must not contain barbed or razor wire.

**History:**

Mr. Boissonneault applied for an amendment to the Land Use Bylaw #22-2007 (i.e., Amending Bylaw #13-2022) to add definitions for Low Intensity Farming Operation (i.e., Hobby Farm) and add that use as well as Agricultural Operation as discretionary uses to the UE – Urban Expansion District. Bylaw #13-2022 received Second and Third Reading on November 15, 2022.

**Application Tabled:**

On December 5, 2022, the MPC tabled a decision with respect to this development permit application to the January 9, 2023, MPC meeting so Administration can bring back more information with respect to regulating the application of pesticides, herbicides, fertilizers, etc.

<b>DISCUSSION</b>
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The applicant purchased the above noted lands and this year the parcel was fenced with a barbed wire fence and the lands were worked over and cultivated to allow the growing of crops. **Mr. Boissonneault also advised that he does not wish to proceed with the Low Intensity Farming Operation (i.e., Hobby Farm) at this time** and that the subject of this application will only include the cultivation and growing of crops (i.e., Agricultural Operation).

Currently, Mr. Boissonneault is gaining access to the site via Highway # 2 (i.e., driving into the highway ditch and through a gate in the fence.) The entire parcel has been fenced with a 3-strand barbed wire fence.

The application was referred to Calvin Couturier, Director of Operations and he indicated that the landowner now needed to develop a proper approach to the parcel from 15 Avenue SE. For now, a gravel approach would be acceptable, developed in accordance with the Town's Development Standards and Procedures.

**Regulation of Pesticides, Herbicides, Fertilizers, Manure, etc.**



Administration reviewed a few land use bylaws from rural municipalities looking for regulations with respect to pesticides, herbicides, fertilizers, manure, etc., and was unable to find any regulations.

I then contacted Pat Olansky, Development Officer for Big Lakes County to discuss as she deals with many farm operations. She indicated that the Land Use Bylaw for Big Lakes County does not contain any regulations with respect to this matter and that chemical use is a regulated industry itself, so there was no need to be involved from a land use perspective.

There are four (4) pieces of legislation she stated deal with this matter.

**Agricultural Pests Act:**

This legislation establishes the duties of landowners and municipalities with respect to controlling and destroying a nuisance on land the owner owns or occupies. Municipalities have a duty to appoint inspectors to ensure pests are managed appropriately. A person or local authority preventing, controlling, and destroying pest shall do so in accordance with the Agricultural Pests Act, the Wildlife Act and the Environmental Protection and Enhancement Act.

**Weed Control Act:**

This legislation defines noxious weeds and establishes the duties of landowners to destroy prohibited noxious weeds on the land the person owns or occupies. Again, this legislation also requires the province and municipalities to appoint inspectors to ensure noxious weeds are controlled.

**Pest and Nuisances Control Regulation:**

This regulation defines nuisances as animals, birds, insects, and diseases. It outlines various practices that are not permitted with respect to infested items and outlines how the province will deal with infestations. This legislation also deals with skunk and coyote control.

**Weed Control Regulation:**

This regulation provides the list of prohibited noxious weeds and describes seed cleaning facility licensing procedures as well as the requirements of the appeal process for inspectors' notices, local authority's notices, and debt recovery notices.

Mrs. Olansky indicated that these pieces of legislation give agriculture produces the right to control various pests, weeds, etc. on their land. Further, she indicated that there are many chemicals that are safe to use in the watershed and that in her experience, farmers are pretty good land stewards.

Pat also indicated that only farmers and pesticide applicators can purchase and apply chemicals, however, farmers or agricultural operators are not required to obtain a license or permit to do so. Acreage owners can **buy select herbicides only**. There is an environmental manual provided by the Alberta Government called Beneficial Management Practices which is available for farmsteads throughout the province. The manual provides management practices that deal with

environmental risks on rural farmsteads. These practices are meant to help maintain or improve a farm's soil, water, air, and wildlife habitat resources and therefore contribute to the farmstead's overall sustainability and to the economic and environmental health of the farm family, as well as the surrounding landscape and community.

#### **Lesser Slave Watershed Council:**

I also reached out to Meghan Payne, Executive Director of the Lesser Slave Watershed Council and the following were her comments.

Technically the province is responsible for enforcing the Alberta Land Stewardship Act, The Alberta Water Act and the Alberta Agricultural Operations Practices Act (mostly to do with manure) but on the ground this does not happen until after an environmental incident occurs and it is only from an enforcement standpoint if it is reported and followed up on and in my experience this process isn't great. It makes sense to be proactive and set out measure to ensure environmental degradation doesn't happen from the start. (see attached email)

**The Alberta Agricultural Operation Practices Act** deals with all manner of agricultural operations such as the application of manure, compost materials, confined feed operations, farming and ranching operations, raising livestock, cultivation of land, production of eggs, milk, honey, fruit, vegetables, field crops, trees, sod and the like. The Act also defines lake setbacks for manure spreading, manure storage and for corrals as well as for placement of seasonal feeding and bedding sites. The Act also provides information regarding alternative watering sources and grazing strategies.

By far Ms. Payne's biggest concerns were with respect to livestock grazing adjacent to watersheds and the degradation of slopes and creek banks, fecal/manure contamination in the watershed, etc. She had very little to say about growing of crops and application of pesticides, etc.

Ms. Payne also commented on the establishment of environment reserves (ER) adjacent to bodies of water, however she was aware that ER dedications can only take place during subdivisions.

#### **Mr. Boissonneault**

When I advised Mr. Boissonneault that his application was tabled to the January 9<sup>th</sup> MPC meeting so I could gather more information regarding the application of pesticides, herbicides, fertilizers, manure, etc., he indicated that he is not planning on using fertilizers or herbicides.

#### **OPTIONS**

**Option 1:** The Municipal Planning Commission could refuse the application.

**Option 2:** The Municipal Planning Commission could approve the application with special conditions.

## RECOMMENDATION

In accordance with Section 106 (1) all fencing in special districts shall be approved at the discretion of the Development Office and must not contain barbed or razor wire. The applicant has already fenced the perimeter of this parcel with a 3-strand barbed wire fence, which is typical for agricultural operations and operations involving livestock. The Planning Department is not concerned with the barbed wire fence as it is not near any residential uses or other passive recreation uses that would attract people near the fence.

Access to the site is being gained via the Highway #2 ditch. As indicated in the South Expansion Area Structure Plan, the applicant should be required to develop an access to this site from the service road that runs in front of Aquamax Car Wash (i.e., 15 Avenue SE). Eventually, a service road constructed to Town Standards will be required to service this area, however, for now, a gravel approach that properly aligns with and connects to the service road is required. Calvin Couturier, Director of Operations has indicated that a gravel approach from 15 Avenue SE that properly intersects with the service road, will be sufficient.

The Planning Department has some concerns with this application in that the use could tie up prime developable lands with an agricultural operation for an extended period. As such, as the MPC can approve a time limit on the use, the Planning Department is recommending a time limited approval of 5 years from the date of approval, after which time, the applicant may re-apply.

With respect to the application of pesticides, herbicides, fertilizers, manure, etc., they are handled through various other pieces of provincial legislation and regulations that are outside the scope of land use bylaws. Further, as the lands are not yet the subject of a subdivision, the Town cannot request environmental reserves at this time. This means we cannot yet establish the "no development zone" adjacent to the creek bank for the subject lands. That said, as the use being applied for is the cultivation of land and growing of crops, there should be far less risk with respect to erosion of creekbanks and fecal matter/manure entering the Sawridge Creek.

Finally, as stated in our meeting on December 5, 2022, if the MPC is to impose additional conditions on this application, those conditions must be discussed or contemplated in the Land Use Bylaw #22-2007. Currently there are no regulations in place with respect to the cultivation of land or the growing of crops and as such, other than limiting the time in which this use can operate, there are no other conditions I can recommend. To add to this, I was unable to locate appropriate legislation in other land use bylaws that we could consider adding to our land use bylaw to deal with this issue. I believe most other municipalities feel this is a matter governed and controlled by other provincial agencies and legislation, which is what Pat Olansky indicated.

## MOTION REQUESTED

The Municipal Planning Commission approves Development Permit #59.11.22 for an Agricultural Operation, which is a Discretionary Use in the UE – Urban Expansion District on Pt. of NE 25-72-6-W5. The Agricultural Operation is approved for a period of five (5) years and shall expire on December 31, 2027. The approval of the Agricultural Operation is subject to the following conditions.

1. If in the progress of work on this development the landowner/applicant desires to change in any way from the terms and conditions of this development permit, he/she shall notify the Town in writing and submit amended drawings, and if necessary, shall apply for a new development permit.
2. The Town assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact, which arises from the information supplied by or on behalf of the landowner/applicant.
3. If the development authorized by this development permit is not commenced and completed within eighteen (18) months from the date of issuance of this development permit, the permit is deemed to be VOID unless an extension has been granted by the Development Authority or the Municipal Planning Commission. It is the landowner/applicant's responsibility to advise the Town if the development will not be completed within the 18-month time frame and request an extension.
4. The Development is to comply with all Municipal, Provincial and Federal Codes and Regulations. The landowner/applicant is to obtain all necessary permits (building, fire, electrical, plumbing gas and other disciplines) required under the authority of the Alberta Safety Codes Act from an accredited agency prior to proceeding with any construction. **A copy of the Building Permit shall be submitted to the Town. The issuance of this development permit does not exempt the landowner/applicant from any additional requirements or approvals in any of the disciplines.**

#### **PERMIT COMPLIANCE**

5. The Landowner and applicant shall comply with the Town's Development Standards and Procedures, the Town's Policies and Procedures, the Town's municipal bylaws, the Alberta Safety Codes Act, all applicable federal and provincial legislation and any conditions of caveat, covenant, easement, or other instrument registered on title to the lands.

#### **PUBLIC LANDS**

6. The landowner/applicant is responsible for ensuring that all improvements on the lot, such as building, driveway, etc., do not interfere with fire hydrants, storm drains, light standards, or utility easements, etc., and landowner/applicant will be held responsible for damage he or his contractors may cause.
7. Prior to construction proceeding, any existing damage to sidewalks, roads or public utility services is to be reported to the Town or the landowner/applicant will be held responsible for damage.
8. Any existing public landscaped areas that are damaged during construction are to be repaired to their original condition by the landowner/applicant.

#### **FIRE**

9. The burning of building material and debris within the boundaries of the Town is strictly prohibited. Violators will receive a fine.

## **ACCESS**

10. The applicant is required to develop an approach to the subject lands (i.e., Pt. of NE 25-72-6-W5) from the existing service road (i.e., 15 Avenue SE). The approach shall be constructed to a gravel standard and shall align with the 15 Avenue SE service road.
11. The applicant shall submit detailed drawings of the proposed approach, developed in accordance with the Town's Development Standards and Procedures and the Director of Operations will review and approve the drawings prior to construction commencing.
12. The approach shall be no greater than 9.1 m in width and shall be constructed no later than July 31, 2023.

## **GENERAL CONDITIONS**

13. The landowner/applicant and any other contractors working on this development are to be properly licensed by the Town and/or the province.
14. The landowner/applicant shall ensure that the construction site remains in a tidy and orderly condition and that construction debris and materials are contained within the boundaries of the parcel and not permitted to scatter to neighbouring parcels.

## **ADDITIONAL NOTES: (not conditions of the Development Permit)**

- If you require a time extension to complete your development, please contact the Planning Department at 780-849-8004.
- Please remember to CALL BEFORE YOU DIG by contacting Alberta 1<sup>st</sup> Call at 1-800-242-3447 or CLICK BEFORE YOU DIG at <http://albertaonecall.com>.
- The addition of a Low Intensity Farming Operation (i.e., Hobby Farm) will require a separate development permit.

## **Attachments:**

1. Application
2. Location Map
3. Email from M Payne, Lesser Slave Watershed Council

RECEIVED BY THE

NOV 22 2022

TOWN OF SLAVE LAKE  
Page 1 of 4



Development Permit # 59.11.22

Application Date: Nov 20/22

**APPLICATION FOR INDUSTRIAL, COMMERCIAL or INSTITUTIONAL  
DEVELOPMENT PERMIT**

**1. GENERAL INFORMATION:**

(Please complete contact information on the second page)

Landowner: M.K.B. Trucking

Applicant: Marc Boissonneault

**2. PROPERTY:**

Address to be Developed: NE25-72-6-5

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ or, \_\_\_\_\_ -WS

Land Use District UE Roll # 41657.00 Qtr. Sec. Twp. Rge. Mer

**3. TYPE OF DEVELOPMENT AND/OR USE:**

- ☐ Commercial Building
- ☐ Industrial Building
- ☐ Institutional Building
- ☐ Sea Cans & Containment Area

- ☐ Landscaping/Stripping/Clearing
- ☐ Renovation
- ☐ Addition to a Building
- ☐ Logging

Please include a description of your proposed development: Hobby Farm

Low Intensity Farming Operation and  
Agricultural Operation

**4. FEES, DEPOSITS, ETC.:**

Application Fee	<u>\$ 300</u>
Development Deposit	\$ _____
Offsite Levies	\$ _____
Intersection/Road Charges	\$ _____
Variance	\$ _____
Other (_____)	\$ _____
<b>Total</b>	<b><u>\$ 300</u></b>

Note: Only the application fees are payable at time of application. The Offsite Levies and other fees/charges may be paid by post-dated cheque and cashed at the end of the Development Permit appeal period. The Development Deposit may also be paid by Letter of Credit.

The Development Deposit is refunded upon satisfactory completion of all the conditions of the Development Permit.

Should you have any questions about your permit, we would be happy to assist you.



**CONTACT INFORMATION**

Applicant: Marc Boissonneault  
 Mailing Address: Box 1250  
 Town/City: Slave Lake Province: A.B. Postal Code: T0G-2A0  
 Phone: 780-805-2110 Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_  
 Email: \_\_\_\_\_

(If Different Than Above)

Landowner: Same  
 Mailing Address: \_\_\_\_\_  
 Town/City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_  
 Email: \_\_\_\_\_

The personal information is being collected under the authority of the Municipal Government Act M-26 and will be used for administering the affairs of the Town of Slave Lake and provision of services. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Town of Slave Lake FOIP Coordinator.

- I hereby acknowledge and understand that a Development Permit comes into effect 21 days after the date of decision of the Development Authority.
- The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Authority may appeal to the Subdivision and Development Appeal Board within 21 days of the date of decision.
- I hereby agree that, should I not appeal the conditions of the approval of the DEVELOPMENT AUTHORITY within 21 days from the date of the decision, I will undertake to perform, fulfill and abide by all conditions of the Development Permit.
- I understand that I may be required to obtain permits pursuant to the Alberta Safety Codes Act.

Marc Boissonneault

Name of Applicant (Please Print in Block Letters)



Signature of Applicant

Nov 20/22

Date

Name of Landowner (Please Print in Block Letters)

Signature of Landowner

Date

5. CONSENT TO ELECTRONIC NOTIFICATION:

☒ I consent to receive documents from the Planning Department by electronic means and have provided the following e-mail address to be used by the Town for that purpose.

E-mail address to be used: mkbtrucking@gmail.com

Marc Boissonneault [Signature] Nov 20/22  
 Landowner's Name (printed) Landowner's Signature Date

\_\_\_\_\_  
 Applicant's Name (printed) Applicant's Signature Date

6. RIGHT OF ENTRY:

RIGHT OF ENTRY BY AN AUTHORIZED PERSON OF THE TOWN OF SLAVE LAKE FOR THE PURPOSES OF SITE INSPECTIONS OF THE LAND AFFECTED BY A PROPOSED DEVELOPMENT PERMIT APPLICATION.

I DO ☐ OR I DO NOT ☒

GIVE CONSENT FOR AN AUTHORIZED PERSON(S) OF THE TOWN OF SLAVE LAKE TO ENTER UPON THE LAND THAT IS SUBJECT TO A DEVELOPMENT PERMIT APPLICATION FOR THE PURPOSES OF MAKING A SITE INSPECTION IN ORDER TO:

- PRE-DEVELOPMENT INSPECTION(S) EVALUATE THE SITE WITH THE PROPOSED DEVELOPMENT
- LOT GRADING INSPECTION(S) EVALUATE THE LOT GRADING ON SITE
- FINAL DEVELOPMENT COMPLETION INSPECTION(S) CONFIRM ALL CONDITIONS OF THE DEVELOPMENT PERMIT HAVE BEEN MET.

All inspections will be conducted during regular business hours i.e. Monday to Friday from 8:00 am to 4:30 pm. You are not required to be present during these inspections however you may be present if you so choose. The Planning Department will not be entering into any structures at any time and will not be conducting inspections for any other reason(s) than those specified above. However, if this application is for an Apartment, a Secondary Suite, a Security Suite or a Bunkhouse the Planning Department will conduct an inspection of the interior of these developments.

Please be advised that if consent is given, the Planning Department will not provide further notice before conducting these inspections.

SUBJECT LAND: NE 25-72-6-5  
 (CIVIC ADDRESS)

Marc Boissonneault [Signature] Nov 20/22  
 Landowner's Name (printed) Landowner's Signature Date



**7. APPLICATION REQUIREMENTS CHECKLIST:****ONE (1) SET OF PLANS, PAPER AND DIGITAL COPY SHOWING THE FOLLOWING:**

- ☐ Site Plan, Scale 1:200 minimum illustrating distances and dimensions as follows:
- Side Yard Setback
  - Front Yard Setback
  - Rear Yard Setback
  - Separation Distance between buildings on site including landing, decks and stairs
  - Location of Driveway and Dimensions
  - Location of Sidewalk(s) and Dimensions
- ☐ Exterior Elevations (Height of Structure)
- ☐ Complete set of Plans (Blue Prints) in paper and digital form
- ☐ Location of Existing and Proposed Municipal and Private Improvements

Some of these requirements may not be necessary for all applications. Please consult with the Development Officer for the requirements for your application.

To ensure your application is finished please complete the pertinent checklist for the development you are proposing. The following items are required in addition to those listed in #7:

**8. COMMERCIAL/INDUSTRIAL/INSTITUTIONAL BUILDING**

- ☐ Estimated Cost of Project: \$ 50,000
- ☐ Estimated Completion Date: \_\_\_\_\_

**9. PROPOSED PARCEL COVERAGE:** \_\_\_\_\_**10. PARKING PLAN**

- ☐ Total Number of Proposed Parking Stalls: \_\_\_\_\_
- ☐ Total Number of Loading Stalls: \_\_\_\_\_
- ☐ Parking Plan Includes dimensions of Parking Stalls and Maneuvering Aisles? (choose one) Y or N
- ☐ Parking Plans includes access to the site? (choose one) Y or N
- ☐ A Parking Lot Lighting Plan has been provided? (choose one) Y or N

11. Screening and Fencing is proposed? (choose one) Y or N

12. A Landscaping Plan has been provided? (choose one) Y or N

13. A Site Servicing Plan has been provided? (choose one) Y or N

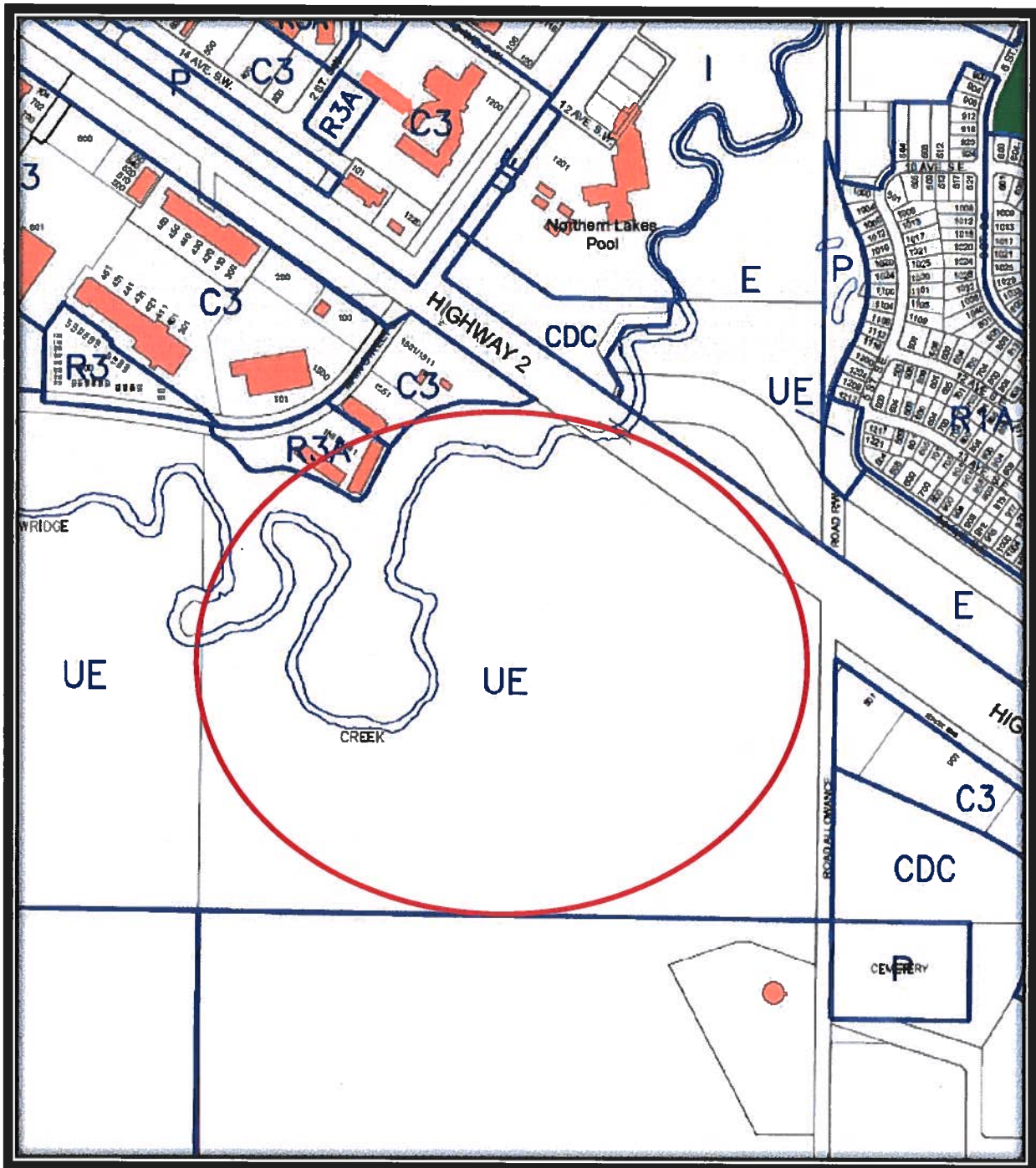
14. A Lot Grading Plan has been provided? (choose one) Y or N

15. A Garbage Containment Area has been shown on the Site Plan? (choose one) Y or N

**16. SIGNS**

- a) Type of Sign(s) \_\_\_\_\_
- b) Size of Sign(s) \_\_\_\_\_
- c) Location of Sign(s) \_\_\_\_\_
- d) Number of Signs required \_\_\_\_\_
- e) Are the Sign(s) illuminated? (choose one) Y or N
- f) Do the Sign(s) contain digital components? (choose one) Y or N
- g) Please attach a Sketch and/or Pictures of the Signs

## LOCATION MAP



DP #59.11.22 – Marc Boissonneault

NE 25-72-6-W5

## Laurie Skrynyk

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**From:** Meghan Payne <meghanpayne@lswc.ca>  
**Sent:** January 2, 2023 10:06 AM  
**To:** Laurie Skrynyk  
**Subject:** RE: Application of Fertilizers, Pesticides, Herbicides, Manure (Watershed)

**CAUTION:** This email originated from outside the organization. Do not click any links or attachments unless you know the content is safe.

Hey Laurie,  
I hope you had a wonderful break over the holidays!

Thanks for the additional information. The proposed activities shouldn't be high risk to the watershed. The biggest challenges will be around weed management, and run off should he have bare ground after harvest in the fall.

The best recommendation would be for him utilize zero till practices to prevent bare ground that promotes weed infestation and soil erosion and stay on top of managing noxious and prohibited noxious weeds as they spread fast and can be detrimental to riparian areas and move downstream and there are restrictions on herbicides that can be used in proximity to water.

On another note, would the town of Slave Lake be supportive of the LSWC conducting an aerial riparian health assessment of Sawridge creek and or the Lesser Slave River? An assessment of this nature has never been conducted for eater river but can be very helpful in identifying areas that will benefit from restoration efforts and gaining and overall understanding of the intactness and health of the riparian areas along the rivers. Riparian health is directly related to water quality and quality of fish habitat. It will be beneficial information for the LSWC in regards to state of the watershed reporting, the Government of AB, the Town and the MD as there are multiple land managers along both systems.

I may have the opportunity to obtain funds from the AER's creative sentencing program in 2023 and this would be a good fit for their goals.

Take care,  
Meghan

---

**From:** Laurie Skrynyk <laurie@slavelake.ca>  
**Sent:** December 13, 2022 10:18 AM  
**To:** Meghan Payne <meghanpayne@lswc.ca>  
**Subject:** RE: Application of Fertilizers, Pesticides, Herbicides, Manure (Watershed)

Hi Meghan

A few issues here. The land has not been subdivided and as such, environmental reserves adjacent to the creek have not yet been established. It is typical in our subdivision process to establish ERs at the subdivision stage as a channel migration study will be required adjacent to the Sawridge Creek.

At this point, the applicant will have **no livestock or fowl**. He is proposing only to cultivate the land and grow crops. He has indicated he will not utilize fertilizers, pesticides, herbicides.

He did ask for low intensity farming i.e., hobby farm, however, he is not proceeding with that right now. Currently the definition for low intensity farming limits the operation to 6 livestock of any kind and 50 fowl total. So, this will be very low intensity, when and if he proceeds. For now, though, its just cultivating land and growing crops.

**From:** Meghan Payne <[meghanpayne@lswc.ca](mailto:meghanpayne@lswc.ca)>

**Sent:** December 13, 2022 9:16 AM

**To:** Laurie Skrynyk <[laurie@slavelake.ca](mailto:laurie@slavelake.ca)>

**Subject:** RE: Application of Fertilizers, Pesticides, Herbicides, Manure (Watershed)

**CAUTION:** This email originated from outside the organization. Do not click any links or attachments unless you know the content is safe.

Hey Laurie,

Thanks for reaching out. I will do my best to help.

An ag operation within town limits certainly does create new challenges for you, but as the development authority, and as a Municipality I believe it is within your authority to delineate setbacks from the creek banks to ensure protection of water quality and riparian habitat and management of weeds etc. You could treat it just as you would as if it were adjacent to the lake. I suppose because he is not subdividing you can not take a municipal reserve or an environmental reserve?

Technically the province is responsible for enforcing the Alberta Land Stewardship Act and The Alberta Water Act and the Alberta Agricultural Operators Practices Act (mostly to do with manure) but on the ground this does not happen until after an environmental incident occurs and it is only from an enforcement standpoint if it is reported and followed up on and in my experience this process isn't great. It makes sense to be proactive and set out measure to ensure environmental degradation doesn't happen from the start.

The majority of resources I have in hand are for producers themselves, so I will do some digging to see what info and tools for the MPC I can find to help you guys ASAP.

I am curious to know how many livestock the own intends on having on the parcel. There are tools to calculate stocking rates that support sustainable management. It is not recommended that there is more than one cow per acre and if it is over stocked the impacts will be bare ground, less grass growing back each season, and more run off carrying nutrients, sediment and manure.

At the location you mention there is risk of run off into the creek that contains nutrients and fecal coliform bacterial from manure. This can be mitigated by maintain a decent (10 meters or more) distance between the pasture and the creek and ensuring that the buffer is well vegetated with grasses, shrubs and willows, by managing grazing and winter feeding appropriately so than manure isn't concentrating in areas that run off to the Creek.

Feeding hay from other locations is a risk because this is often a source of weeds because you don't know where it came from or what it may contain. Managing weeds along water is tricky because you can not apply herbicides, so prevention is to best tactic. I am not sure that the town has a weed inspector? I know that Big Lakes has acted as the weed authority for the Town of High Prairie, because they do not have that capacity either and they have given weed notices to town residents.



There will be challenges on that hill slope to maintain ground cover that will prevent erosion and sediment transport because hill slopes are easily impacted by hoof action and grazing activities. If the hillside becomes bare then there will be sediment run off entering the creek and negatively impacting water quality and fish habitat.

There are many resources out there for land owners, however I am going to look for some resources for municipalities that can help you guys out in your decision making process and get them to you ASAP.

Would it be appropriate to ask the developer what their proposed stocking rate is, what their grazing plan is, where they intend to get water, and how they will protect Sawridge Creek from run off and any other questions you may have? These are all things that should be provided to you guys to help make your decision.

I'll send another email with more resources soon. Have a great day.



**Meghan Payne, BSc.**

Executive Director,  
Lesser Slave Watershed Council

P : (780) 523-9800 M : (780) 523-1107

E : [meghanpayne@lswc.ca](mailto:meghanpayne@lswc.ca)

4833-52 Ave, PO Box 2607, High Prairie, AB T0G 1E0

Web : [www.lswc.ca](http://www.lswc.ca)



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**From:** Laurie Skrynyk <[laurie@slavelake.ca](mailto:laurie@slavelake.ca)>

**Sent:** December 12, 2022 1:26 PM

**To:** Meghan Payne <[meghanpayne@lswc.ca](mailto:meghanpayne@lswc.ca)>

**Subject:** Application of Fertilizers, Pesticides, Herbicides, Manure (Watershed)

Hi Meghan

Recently our Municipal Planning Commission (MPC) has been reviewing an application for an Agricultural Operation on lands adjacent to the Sawridge Creek. Our Land Use Bylaw has no regulations with respect to the potential application of fertilizers, pesticides, herbicides, manure, etc., on lands and so also does not address the watershed in this respect. As we are an urban municipality, we don't even have an Agriculture District and no experience with applications of this nature.

As such, I reviewed Land Use Bylaws for several rural municipalities and noted that these land use bylaws do not contain any regulations with respect to this issue. I contacted Pat Olansky, Big Lakes County and she explained that she felt it is not a land use issue and is handled in various other regulations and legislation that in fact make landowners responsible for the control of pests, noxious weeds, nuisances, etc.

I am wondering if you could shed some light on this topic from a watershed perspective that I could share with the MPC.

Thanks Meghan

**Laurie Skrynyk**

Director of Planning and Development

(T) 780-849-8019  
(E) [laurie@slavelake.ca](mailto:laurie@slavelake.ca)



In the spirit of respect, authenticity, and reconciliation the Town of Slave Lake honours and acknowledges that we are situated on the traditional lands of Sawridge First Nation within Treaty 8 territory. Home to Indigenous, Metis and Inuit peoples who have occupied these lands since time immemorial.

The information transmitted is intended only for the person(s) or entity named above and may contain confidential or privileged information. If you are not specifically authorized to receive this e-mail, please notify the sender immediately and delete it and any attachments without reading, saving, printing or forwarding.

**REPORT TO THE MUNICIPAL PLANNING COMMISSION  
MEETING OF JANUARY 9, 2023**

**FROM:** Laurie Skrynyk  
Director of Planning & Development

**DATE:** January 4, 2023

**SUBJECT:** Minor Digital Sign

**FILE:** DP #64.12.22

**PURPOSE**

The purpose of this report is for the Municipal Planning Commission to consider a Minor Digital Sign – Reader Board on an existing freestanding sign.

**BACKGROUND**

**Name of Applicant:** Gordie Ferguson

**Name of Owner:** 1054164 Alberta Ltd.

**Proposal:** That the Municipal Planning Commission consider a Minor Digital Sign – Reader Board on an existing freestanding sign.

**Legal Description:** Lot 3A, Block 2, Plan 922 2545

**Civic Address:** 900A Main Street SW

**Existing Land Use:** C2 – Secondary Commercial District

**Land Use Bylaw:** In accordance with Section 43 of the Land Use Bylaw #22-2007, **“MINOR DIGITAL SIGN”** means any Sign that is remotely changed on or off site and has a **Message Duration greater than or equal to six (6) seconds**. Minor Digital Signs incorporate a technology or method allowing the Sign to change copy without having to physically or mechanically replace the sign face or its components. Minor Digital Signs **do not include Animated and Motion Graphics, message transition effects or video messages** however do include chasing borders, letters, and symbols.

**Digital Signs – Section 53 C**

- (5) All Digital Signs, Major and Minor, shall use automatic light level controls to adjust light levels at night, under cloudy and other darkened conditions to reduce light pollution, in accordance with the following:
  - (a) Ambient light monitors shall automatically adjust brightness levels of the copy area based on ambient light conditions. Brightness levels shall not exceed 0.3 foot-candles above

ambient light conditions when measured from the sign face at its maximum brightness, between sunset and sunrise, at those time determined by the Sunrise / Sunset Calculator from the National Research Council of Canada.

- (b) Brightness levels of the Sign shall not exceed 400 Nits when measured from the sign face at its maximum brightness, between sunset and sunrise, at those times determined by the Sunrise / Sunset calculator from the National Research Council of Canada.

(6) Digital Signs, Major and Minor:

- (a) may be located in a Commercial, Industrial or Institutional District;
- (b) must not display any Third Party or Sponsor Advertising; and
- (c) must contain Point of Sale Advertising only.

(7) Digital Signs, Major and Minor, shall:

- (a) not physically obstruct the sightlines and view of a traffic control device or signal;
- (b) not be located in the field of vision near or past the traffic control device or signal;
- (c) not be located in the field of vision or past other traffic conflict points such as intersections, merge points, exist ramps, curved roadways, or railway crossings; and
- (d) not have illumination that competes with or dulls the contrast of traffic control devices or signals for oncoming vehicle traffic.

(8) Proposed Major or Minor Digital Signs contained within Freestanding, Community and Super Signs must be separated from other Digital Signs contained within Freestanding, Community and Super Signs based on the total area of Digital Sign(s) that are comprised of sign as follows:

Minimum separation distance from Digital Signs greater than .28 m<sup>2</sup>

- |  |       |
|--|-------|
| (a) 0.28 m <sup>2</sup> - 8 m <sup>2</sup> | 70 m  |
| (b) 8 m <sup>2</sup> - 15 m <sup>2</sup>   | 100 m |
| (c) 15 m <sup>2</sup> - 20 m <sup>2</sup>  | 200 m |
| (d) 20 m <sup>2</sup> - 30 m <sup>2</sup>  | 300 m |



## DISCUSSION

**Planning & Development:** We have received an application for a Minor Digital Sign to replace the manual current reader board on the existing freestanding sign at the A & W restaurant. The applicant indicated he is also refreshing the logos on the freestanding sign and the three (3) logo fascia signs on the building. Refreshing these signs will include the application of a new “sticker” only, no other parts of the sign are being replaced or refreshed.

The applicant indicates that the new Minor Digital Sign – reader board will be 4 ft. x 8 ft. or will maintain an area of 32 ft<sup>2</sup> (2.97 m<sup>2</sup>), which is the current size of the existing manual reader board.

**Light Control:** The applicant has provided information from the sign manufacturer with respect to lighting and public safety, attached to this report. The sign is design to meet and exceed all industry and municipality guidelines for brightness and content transition effects.

Each display is equipped with light sensors that dim the sign to appropriate day and night settings, as well as safe modes to ensure that the display never exceeds appropriate light output levels.

The light sensors on the digital sign are able to sense 1000 levels of ambient light such that light on the signs is automatically and seamlessly adjusted so as to prevent images that are too bright. Their signs will not exceed 0.3 foot candles above ambient conditions and a maximum brightness of 400 NITS between sundown and sunrise.

As such, the proposed digital sign meets with Section 53 C (5) with respect to light control.

**Obstruction of View:** In accordance with Section 53 C (7) the proposed sign shall not obstruct a traffic control device or field of vision near a traffic control device, etc. The existing freestanding sign that will house the Minor Digital Sign – reader board is not in proximity to any traffic control devices.

**Distance from Other Digital Signs:** In accordance with Section 53 C (8) the proposed Minor Digital Sign contained within a Freestanding Sign must be at least 70 m away from any other digital sign contained within a Freestanding Sign, Community Sign or Super Sign. There is a Community Digital Sign located at the entrance of Town and at the intersection of Main Street and 6 Avenue South (i.e., Town owned signs). There is also a Minor Digital Sign – Reader Board at the McDonalds Restaurant. All these signs are well beyond 70 m away.

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## OPTIONS

**Option 1:** The Municipal Planning Commission could refuse the application.

**Option 2:** The Municipal Planning Commission could approve the application.

## RECOMMENDATION

The Planning Department has no concerns with this application and recommends the MPC approve the Minor Digital Sign to be located on the existing freestanding sign on the above noted site.

## MOTION REQUESTED

The Municipal Planning Commission approves Development Permit #64.12.22 for the installation of a 4 ft. x 8 ft. Minor Digital Sign – Reader Board on an existing Freestanding Sign on Lot 3A, Block 2, Plan 922 2545 located at 900A Main Street SW and is a Discretionary Use in the C2 – Secondary Commercial District subject to the following conditions.

1. If in the progress of work on this development the landowner/applicant desires to change in any way from the terms and conditions of this development permit, he/she shall notify the Town in writing and submit amended drawings, and if necessary, shall apply for a new development permit.
2. The Town assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact, which arises from the information supplied by or on behalf of the landowner/applicant.
3. If the development authorized by this development permit is not commenced and completed within eighteen (18) months from the date of issuance of this development permit, the permit is deemed to be VOID unless an extension has been granted by the Development Authority or the Municipal Planning Commission. It is the landowner/applicant's responsibility to advise the Town if the development will not be completed within the 18-month time frame and request an extension.
4. The Development is to comply with all Municipal, Provincial and Federal Codes and Regulations. The landowner/applicant is to obtain all necessary permits (building, fire, electrical, plumbing gas, and other disciplines) required under the authority of the Alberta Safety Codes Act from an accredited agency prior to proceeding with any construction. **A copy of the Building Permit shall be submitted to the Town.** The issuance of this development permit does not exempt the landowner/applicant from any additional requirements or approvals in any of the disciplines.

## PERMIT COMPLIANCE

5. The Landowner shall comply with the Town's Development Standards and Procedures, the Town's Policies and Procedures, the Town's municipal bylaws, the Alberta Safety Codes Act, all applicable federal and provincial legislation and any conditions of caveat, covenant, easement, or other instrument registered on title to the lands.

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## SIGN

6. The sign(s) shall be developed in accordance with Part 9 of Land Use Bylaw #22-2007.
7. No signs or advertising structures shall not be erected on or affixed to a fence, pole, tree, or any object in a public street or private or public place in any district.
8. Signs shall not be erected so as to obstruct free and clear vision or vehicular traffic or at any location where it may interfere with, or be confused with, any authorized traffic sign, signal, or device.
9. All Signs **must** contain "Point-of-Sale" Advertising only and **must not** contain "Third Party" Advertising.

**"POINT OF SALE ADVERTISING"** means advertising that relates to the name of the occupier of the firm, the nature of the business conducted and/or the goods produced, and/or the main products and services sold or obtainable at the premises on which the advertising is displayed. This definition includes Community Signs.

**"THIRD PARTY ADVERTISING SIGN"** means a sign that contains copy directing attention to a business, commodity, service, or entertainment that is conducted, sold, or offered elsewhere than on the site where the sign is located. The subject sign(s) shall be maintained to the satisfaction of the Development Officer. Should the sign(s) become unsightly or fall into a state of disrepair, notice will be served by the Development Authority requiring repair or removal.

10. The Minor Digital Signs shall use automatic light level controls to adjust light levels at night, under cloudy and other darkened conditions to reduce light pollution, in accordance with the following:
  - (a) Ambient light monitors shall automatically adjust brightness levels of the copy area based on ambient light conditions. Brightness levels shall not exceed 0.3 foot-candles above ambient light conditions when measured from the sign face at its maximum brightness, between sunset and sunrise, at those times determined by the Sunrise / Sunset Calculator from the National Research Council of Canada.
  - (b) Brightness levels of the Sign shall not exceed 400 Nits when measured from the sign face at its maximum brightness, between sunset and sunrise, at those times determined by the Sunrise / Sunset calculator from the National Research Council of Canada.

## GENERAL

11. The applicant shall be responsible for any conflict that may exist between the development proposed and existing utilities and is responsible for having all underground utilities located i.e.: gas, cable television, power, telephone and sewer and water, prior to proceeding with construction.
12. Applicant is responsible for ensuring that all improvements on the lot, such as building, driveway, etc., do not interfere with fire hydrants, storm drains, light standards, or utility easements, etc., and applicant will be held responsible for damage he or his contractors

may cause.

13. Any existing public landscaped areas that are damaged during construction are to be repaired to their original condition by the developer.
14. Prior to construction proceeding, any existing damage to sidewalks, roads or public utility services is to be reported to the Town or the applicant will be held responsible for damage.
15. The applicant/owner/developer is responsible for requesting utility locates. In the event that a development is within 30 meters of a high-pressure gas main, the applicant/owner/developer is responsible for obtaining a Letter of Permission from ATCO Gas. ATCO Gas will not allow any structure to be located within an easement that contains a gas line of any type.
16. Applicant and any other contractors or agents working on this development, is to be properly licensed by the Town of Slave Lake and/or the Province of Alberta as required.

**ADDITIONAL NOTES: (not conditions of the Development Permit)**

- If you require a time extension in order to complete your development, please contact the Planning Department at 780-849-8004.
- Please remember to CALL BEFORE YOU DIG by contacting Alberta 1<sup>st</sup> Call at 1-800-242-3447 or CLICK BEFORE YOU DIG at <http://albertaonecall.com>.
- Any additional signs must be approved under a separate development permit. However, signs displayed within buildings, on door plates, door boards or kick plates, and sandwich board signs do not require a development permit but must comply with the regulations of the current and prevailing Land Use Bylaw.

**Attachments:**

1. Application
2. Sign Details
3. Public Safety Information on Digital Sign
4. Location Map

Development Permit # 64.12.22Application Date: Dec 7, 2022

## APPLICATION FOR SIGN PERMIT

## 1. GENERAL INFORMATION:

(Please complete contact information on the second page)

Landowner: Gordon FERGUSONApplicant: Gordon FERGUSON

## 2. PROPERTY:

Address to be Developed: 900 H Main St S.W. (A3W)Legal Description: Lot 34 Block 2 Plan 922545 or, \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - W5Land Use District C2 Roll # 31032-20 Qtr. Sec. Twp. Rge. Mer

## 3. TYPE OF SIGN:

Please include a description of your proposed Sign(s):

Work Proposed would be to retrofit current Front Signage Pole Sign, changed  
the Rear Sign Pole from analog to digital, as well replace current logo with new ones  
size and graphics to remain the same. Just renewing them is all

## 4. FEES, DEPOSITS, ETC.:

Application Fee

\$ 125.00Other (125.00)\$ /

Total

\$ 125.00

Only the application fees are payable at time of application.

Should you have any questions about your permit, we would be happy to assist you.

**CONTACT INFORMATION:**

Applicant: GURIE FERGUSON  
 Mailing Address: Box 1667  
 Town/City: Slave Lake Province: AB Postal Code: T6E 2A6  
 Phone: 780-516-4444 Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_  
 Email: chslavlake@gmail.com

(If Different Than Above)

Landowner: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Town/City: Slave Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_  
 Email: \_\_\_\_\_

The personal information is being collected under the authority of the Municipal Government Act M-26 and will be used for administering the affairs of the Town of Slave Lake and provision of services. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Town of Slave Lake FOIP Coordinator.

- I hereby acknowledge and understand that a Development Permit comes into effect 21 days after the date of decision of the Development Authority.
- The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Authority may appeal to the Subdivision and Development Appeal Board within 21 days of the date of decision.
- I hereby agree that, should I not appeal the conditions of the approval of the DEVELOPMENT AUTHORITY within 21 days from the date of the decision, I will undertake to perform, fulfill and abide by all conditions of the Development Permit.
- I understand that I may be required to obtain permits pursuant to the Alberta Safety Codes Act.

GURIE FERGUSON  
 Name of Applicant (Please Print in Block Letters)

[Signature]  
 Signature of Applicant

Dec 6/22  
 Date

GURIE FERGUSON  
 Name of Landowner (Please Print in Block Letters)

[Signature]  
 Signature of Landowner

Dec 6/22  
 Date

**5. CONSENT TO ELECTRONIC NOTIFICATION:**

- ☒ I consent to receive documents from the Planning Department by electronic means and have provided the following e-mail address to be used by the Town for that purpose.

E-mail address to be used: dwslavelake@townofslavelake.com

GURLEY FERGUSON  
Landowner's Name (printed)

[Signature]  
Landowner's Signature

Nov 6/12  
Date

GURLEY FERGUSON  
Applicant's Name (printed)

[Signature]  
Applicant's Signature

Nov 6/12  
Date

**6. RIGHT OF ENTRY:**

**RIGHT OF ENTRY BY AN AUTHORIZED PERSON OF THE TOWN OF SLAVE LAKE FOR THE PURPOSES OF SITE INSPECTIONS OF THE LAND AFFECTED BY A PROPOSED DEVELOPMENT PERMIT APPLICATION.**

☒ I DO

OR

☐ I DO NOT

**GIVE CONSENT FOR AN AUTHORIZED PERSON(S) OF THE TOWN OF SLAVE LAKE TO ENTER UPON THE LAND THAT IS SUBJECT TO A DEVELOPMENT PERMIT APPLICATION FOR THE PURPOSES OF MAKING A SITE INSPECTION IN ORDER TO:**

- **PRE-DEVELOPMENT INSPECTION(S)** EVALUATE THE SITE WITH THE PROPOSED DEVELOPMENT
- **LOT GRADING INSPECTION(S)** EVALUATE THE LOT GRADING ON SITE
- **FINAL DEVELOPMENT COMPLETION INSPECTION(S)** CONFIRM ALL CONDITIONS OF THE DEVELOPMENT PERMIT HAVE BEEN MET.

All inspections will be conducted during regular business hours i.e. Monday to Friday from 8:00 am to 4:30 pm. You are not required to be present during these inspections however you may be present if you so choose. The Planning Department will not be entering into any structures at any time and will not be conducting inspections for any other reason(s) than those specified above. However, if this application is for an Apartment, a Secondary Suite, a Security Suite or a Bunkhouse the Planning Department will conduct an inspection of the interior of these developments.

Please be advised that if consent is given, the Planning Department will not provide further notice before conducting these inspections.

SUBJECT LAND: 209 Main Street S.W. Slave Lake AB  
(CITY ADDRESS)

GURLEY FERGUSON  
Landowner's Name (printed)

[Signature]  
Landowner's Signature

Nov 8/12  
Date



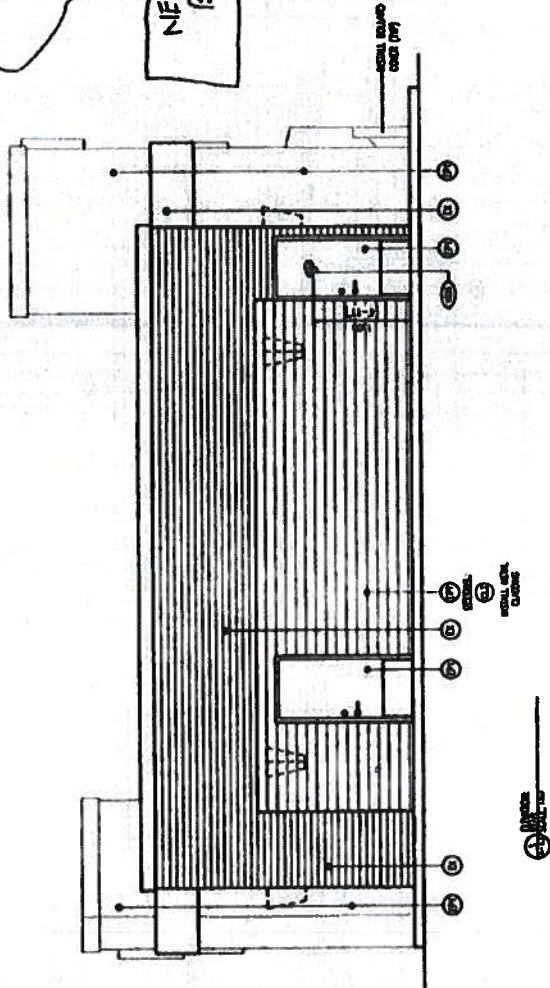
**7. SIGN PERMIT CHECKLIST:**

- ☐ Estimated Cost of Sign(s) Unknown at this time.  
☐ Size of Sign(s) 4' x 8'  
☐ Location of Sign(s) on the building and the site Front corner attached to existing Post Sign  
☐ Type of Sign(s) digital  
☐ Number of Sign(s) 1  
☐ Are the Sign(s) illuminated? (circle one) (Y) or N  
☐ Do the Sign(s) contain Digital Components? (circle one) (Y) or N  
☐ Please attach a Sketch or Picture of proposed signs.

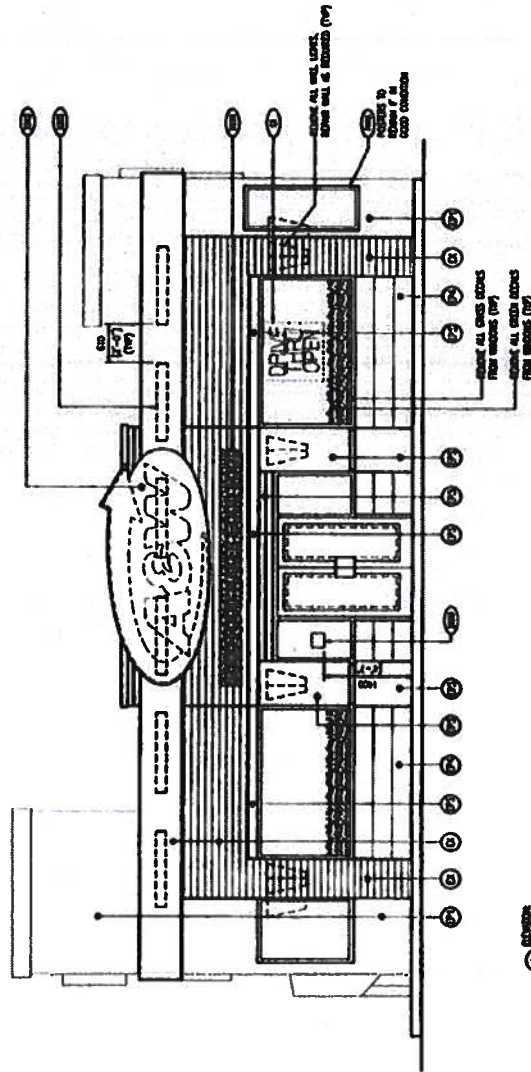
Please sketch the location of the Sign here. If you have a picture of the Sign please include. Please include the proposed wording on the Sign.

- PLS see attached photo
- the new sign is 4' x 8' and is the same size as the current channel letter Restaurant
- the content of the digital Restaurant Board would be the same as is currently advertised  
ex. Promotion of special products or sales
- Letters on the Building are being refreshed only and not changing in either size or graphic



[illegible]





A&W RESTAURANT 1398	
900 MAIN STREET	
SLAVE LAKE, ALBERTA	
EXTERIOR ELEVATION	
FRONT	
DATE: 10/11/11	
DRAWN BY: [Signature]	
CHECKED BY: [Signature]	
SCALE: 1/8" = 1'-0"	
SHEET: A-1.1	



## Public Safety Is Our Critical Concern



We have designed our outdoor digital signage products to meet and exceed all industry and municipality guidelines for brightness and content transition effects.

Each display is equipped with light sensors that dim the sign to appropriate day and night settings, as well as safe modes to ensure that display never exceeds appropriate light output levels.

Studies have been completed by traffic engineers where they analyzed possible impacts of signs with this technology. It was deduced from this research that they are safety neutral and there is no negative impacts of this sign to the public.

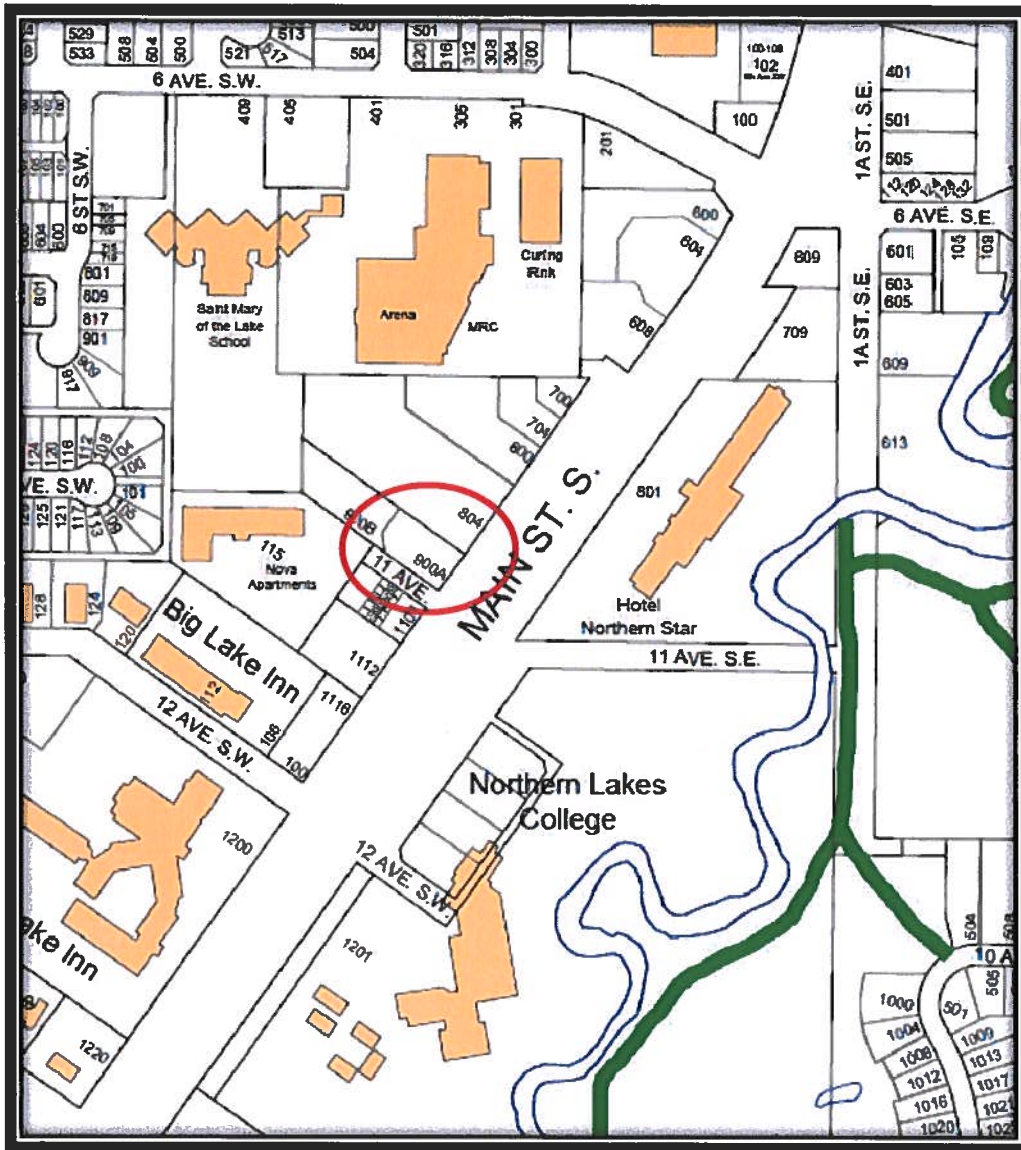
The light sensors on the digital signs are able to sense 1000 levels of ambient light such that lighting on the signs is automatically and seamlessly adjusted so as to prevent images that are too bright. This dimming process cannot be observed by the naked eye. Our signs will not exceed 0.3 footcandels above ambient conditions and a maximum brightness of 400 NITS between sundown and sunrise.

- The digital signs manufactured by the company are equipped with multiple sensors such that even if the primary light sensor malfunctions, there is a back-up system in place that forces the sign to adjust the brightness based on the anticipated level of daylight at a given time of year at a specific location.
- The transition between advertisements can be done in a number of different ways. The type of transition used by LED Sign Supply Inc. is a fading transition in which one advertisement is subtly transitioned into another without a noticeable flashing effect.
- Based on traffic safety studies, digital signs have a safety neutral impact in terms of the incidents of motor vehicle accidents at locations containing digital signs.
- Digital advertising signs have been widely adopted for purposes such as Amber Alerts and have been used effectively for that purpose.
- The proposed sign makes use of the LED technology using RGB (red / green / blue pixel system)

Multiple research studies have examined the effect of digital billboards on public safety. These research studies support our experience in showing that these displays have no adverse effect on the traveling public.



## Location Map



Plan 922 2545, Block 2, Lot 3A located at 900A Main Street SW



# Town of **SLAVE LAKE**

## **REPORT TO THE MUNICIPAL PLANNING COMMISSION MEETING OF JANUARY 9, 2023**

**FROM:** Laurie Skrynyk  
Director of Planning and Development

**DATE:** January 3, 2023

**SUBJECT:** Type E Home-based Business  
General Retail – Online Jewelry Sales

**FILE:** DP #01.01.23  
H.B.B. #01.23

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### **PURPOSE**

The purpose of this report is for the Municipal Planning Commission (MPC) to review and consider an application for a Type E Home-based Business, general retail (online jewelry sales) Le 'Jit Online Shoppe within a residential district.

### **BACKGROUND**

**Name of Applicant:** Ofelia De La Cruz

**Name of Owners:** Ofelia De La Cruz

**Subject Properties:** Lot 15, Block 54, Plan 932 1376

**Civic Address:** 301 – 13 Street SE

**Proposal:** To consider an application for a Type E Type E Home-based Business #01.23 (Le 'Jit Online Shoppe).

**Existing Land Use:** R1A – Low Density Residential District

**Land Use Bylaw:** In accordance with Section 58 of the Land Use Bylaw #22-2007:

- (1) A home-based business shall be operated as a secondary use only to the residential use.
- (2) There shall be no outside storage of materials, commodities, or finished products.
- (3) Only one business vehicle shall be parked on-street or off-street as a result of the home-based business.

- (4) (a) The area of the main building used for a home-based business shall not exceed 25% for a Type A, B, C and E.  
  
(b) The area of the main building used for a "Bed & Breakfast" (Type D) shall not exceed 40%.  
  
(c) The area of an accessory building used for a home-based business (Type E only) may be 100%, provided that the minimum off-street parking requirements are met.
- (5) The display or placement of signage on the premises of a home-based business shall be in accordance with Part 9 of this bylaw.
- (6) A home-based business shall not create a nuisance factor which may be apparent outside an enclosed building and shall not create any objectionable or dangerous conditions on the parcel or adjacent parcels in terms of noise, vibration, smoke, dust, heat, noxious gas, glare, electrical radio, and television disturbance.
- (7) (a) A home-based business shall not generate customer traffic greater than one visitor at a time except for Type D – "Bed & Breakfast".  
  
(b) A visitor includes clients, client groups, and salespeople other than the resident, even if the client visits are for pickup and delivery.  
  
(c) Client Groups does not include a group of individuals for class instruction.
- (8) A "Bed & Breakfast" (Type D), or operator of, shall:
  - (a) Provide one on-site parking stall for every unit of the Bed and Breakfast while maintaining one on-site parking stall for the residence.
  - (b) Not permit, as a result of an occupied unit, any on-site or on-street parking of a recreational vehicle; and
  - (c) Provide a quest register made available to the Development Authority for inspection.
- (9) Type C, D & E home-based Businesses are limited to one per dwelling unit and may not be considered for a single-family dwelling containing an approved secondary suite.
- (10) Delivery of goods to the residence as a direct result of the home-based business by tandem trucks or semi-trailer units will not be permitted.

- (11) All Type "D" home-based businesses shall be subject to review by the Municipal Planning Commission following a pre-determined period deemed to elapse six (6) months from the development permit validation date.
- (12) All home-based businesses may be revoked by the Development Authority if the operation of the business is deemed to be in violation of this Section.

## DISCUSSION

<b>Planning:</b>	The Planning Department has reviewed this application for a Type E Home Based Business. The applicant wishes to operate an online jewelry sales business, Le 'Jit Online Shoppe.
<b>Business Location:</b>	The applicant will utilize a portion of the basement in her home for an office where she will provide on online jewelry sales, which includes a laptop computer and a telephone.
<b>Clients:</b>	The applicant has indicated that her clients will arrive one at a time, and she anticipates clients coming to her home three times per week.
<b>Outside Buildings:</b>	There is no detached garage on site and as such the use will not extend to outside buildings.
<b>Parking:</b>	The front driveway can facilitate parking for two (2) vehicles and the attached garage can also facilitate two (2) vehicles.
<b>Employees &amp; Hours of Operation:</b>	The applicant will be the only person employed by the business and working on site. The business will operate from 8 am to 5 pm, seven (7) days per week.
<b>Other HBBs Operating at this Site:</b>	There are no other home-based businesses operating on this site.
<b>Secondary Suite:</b>	There is no Secondary Suite developed or operating on this site

## OPTIONS

- Option 1:** The Municipal Planning Commission could refuse the application.
- Positive Consequences:
- A residential area remains solely residential.
- Negative Consequences:
- An illegal home-based business may be established at these premises.



**Option 2:** The Municipal Planning Commission could approve the application.

**Positive Consequences:**

- A legal home-based business is established and provides an opportunity to incubate and grow the business.
- The establishment of home-based businesses aligns with policy statements in the Municipal Development Plan regarding growing and diversifying the business community.

**Negative Consequences:**

- A business suited to a commercial location will no longer be within a commercial area.
- Issues regarding parking may arise if clients overlap in time.

## RECOMMENDATION

The proposed home-based business meets with the regulations of the Land Use Bylaw and also meets with policy statements in the Municipal Development Plan with respect to growing and diversifying the business community.

The Planning Department has no concerns with this application and recommends the Municipal Planning Commission approve Development Permit #01.01.23 for a Type "E" Home Based Business.

## MOTION REQUESTED

The Municipal Planning Commission approves Development Permit #01.01.23 (HBB #01.23) to permit the development of a **Type "E" Home Based Business**, General Retail (i.e., online Jewelry Sales) Le 'Jit Online Shoppe within the R1A – Low Density Residential District on Lot 15, Block 54, Plan 932 1376 at **301 – 13 Street SE**, subject to the following conditions.

1. If in the progress of work on this development the landowner/applicant desires to change in any way from the terms and conditions of this development permit, he/she shall notify the Town in writing and if necessary, shall apply for a new development permit.
2. The Town assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact, which arises from the information supplied by or on behalf of the landowner/applicant.
3. If the development authorized by this development permit is not within eighteen (18) months from the date of issuance of this development permit, the permit is deemed to be VOID unless an extension has been granted by the Development Authority or the Municipal Planning Commission.
4. The Development is to comply with all Municipal, Provincial and Federal Codes and Regulations. The landowner/applicant is to obtain all necessary permits (building, fire, electrical, plumbing gas and other disciplines) required under the authority of the Alberta

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Safety Codes Act from an accredited agency prior to proceeding with any construction. **A copy of the Building Permit shall be submitted to the Town.** The issuance of this development permit does not exempt the landowner/applicant from any additional requirements or approvals in any of the disciplines.

## PERMIT COMPLIANCE

5. The Landowner shall comply with the Town's Development Standards and Procedures, the Town's Policies and Procedures, the Town's municipal bylaws, the Alberta Safety Codes Act, all applicable federal and provincial legislation and any conditions of caveat, covenant, easement, or other instrument registered on title to the lands.

## PARKING

6. Only one business vehicle shall be parked on-street or off-street as a result of the home-based business.

## GENERAL

7. The business may be operated in the home and may be extended to an accessory residential building provided that the minimum on-site parking requirements are met. The number of non-resident employees working on-site shall not exceed two at any given time.
8. A home-based business shall be operated as a secondary use only to the residential use.
9. There should be no outside storage of materials, commodities or finished products associated with the business.
10. The area of the main building used for a home-based business shall not exceed 25%.
11. The area of an accessory building used for a Type "E" home-based business may be 100%, provided that the minimum off-street parking requirements are met.
12. The display or placement of signage on the premises of the home-based business will be evaluated on their merits by the Development Authority, provided that:
  - (i) the sign shall not be illuminated;
  - (ii) the sign shall be placed in a window or attached to the exterior of the residence on the street side of the residence, or at the discretion of the Municipal Planning Commission; and
  - (iii) the maximum area of the sign shall not exceed 1000 cm<sup>2</sup> - (155 in<sup>2</sup>).
13. The sign for the home-based business shall be developed in accordance with Part 9 of the Land Use Bylaw #22-2007.
14. A home-based business shall not create a nuisance factor which may be apparent outside an enclosed building and shall not create any objectionable or dangerous conditions on the parcel or adjacent parcels in terms of noise, vibration, smoke, dust, odour, heat, noxious gas, glare, electrical radio and television disturbance.

15. A home-based business shall not generate customer traffic greater than one visitor at a time. A visitor includes clients, client groups and sale people other than the resident, even if the client visits are for pickups and deliveries. (Client groups do not include a group of individuals for class instruction).
16. This development shall comply with or adhere to the quiet hours as set out in the Community Standards Bylaw #37-2007, Section 8(1) Quiet time within the Town of Slave Lake shall be between the hours of 10:00 pm and 0:700 am on weekdays and between the hours of 10:00 pm and 09:00 am on weekends and holidays.
17. Delivery of goods to the residence as a direct result of the home-based business by tandem trucks or semi-trailer units will not be permitted.
18. All Type "E" home-based business shall be subject to review by the Municipal Planning Commission following six (6) months from the date of issuance of the development permit.
19. All home-based business permits may be revoked by the Development Authority if the operation of the business is deemed to be violation of the Land Use Bylaw #22-2007.
20. The applicant is to be properly licensed by the Town in accordance with the Business License By-Law #19-2018.

**ADDITIONAL NOTES: (not conditions of the Development Permit)**

- This development permit approves the home-based Business located **301 - 13 Street SE**. Should the applicant/landowner move to another location; a new home-based Business application must be submitted and approved prior to operating the business at the new location.

**Attachments:**

1. Application
2. Location Map

Development Permit # 01.01.23Application Date: December 16, 2020

## APPLICATION FOR HOME BASED BUSINESS PERMIT

**1. GENERAL INFORMATION:**

(Please complete contact information on the second page)

Landowner: OFELIA DE LA CRUZApplicant: OFELIA DE LA CRUZ**2. PROPERTY:**Address to be developed: 301-13 St SE.Legal Description: Lot 15 Block 54 Plan 9321376 or, \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - W5Land Use District RIA Roll # 41734.00 Qtr. Sec. Twp. Rge. Mer**3. HOME BASED BUSINESS TYPE (circle one):**A B C D E

(See descriptions of each Type of HBB on the last page.)

Please include a description of your proposed home based business:

No Development  
Permit Required.
**4. FEES, ETC.:**

Application Fee

\$ 200.00

Other (\_\_\_\_\_)

\$ /

Total

\$ 200.00

**Note:** Only the application fees  
are payable at time of application.

Should you have any questions about your permit, we would be happy to assist you.

RECEIVED BY THE

DEC 16 2022

Revised on April 19, 2022

**CONTACT INFORMATION**

Applicant: OFELIA DE LA CRUZ  
 Mailing Address: 201 13th St. SE  
 Town/City: SLAVE LAKE Province: AB Postal Code: T0G2A3  
 Phone: 780516-1158 Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_  
 Email: ofelia.delacruz154@yahoo.ca

(Please complete if different than above)

Landowner: \_\_\_\_\_  
 Mailing Address: Same  
 Town/City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell/Alternate: \_\_\_\_\_  
 Email: \_\_\_\_\_

The personal information is being collected under the authority of the Municipal Government Act M-26 and will be used for administering the affairs of the Town of Slave Lake and provision of services. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection, contact the Town of Slave Lake FOIP Coordinator.

- I hereby acknowledge and understand that a Development Permit comes into effect 21 days after the date of decision of the Development Authority.
- The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Authority may appeal to the Subdivision and Development Appeal Board within 21 days of the date of decision.
- I hereby agree that, should I not appeal the conditions of the approval of the DEVELOPMENT AUTHORITY within 21 days from the date of the decision, I will undertake to perform, fulfill, and abide by all conditions of the Development Permit.
- I understand that I may be required to obtain permits pursuant to the Alberta Safety Codes Act.

OFELIA DE LA CRUZ  
 Name of Applicant (Please Print in Block Letters)

ofelia  
 Signature of Applicant

Dec 16, 2022  
 Date

OFELIA DE LA CRUZ  
 Name of Landowner (Please Print in Block Letters)

ofelia  
 Signature of Landowner

Dec 16, 2022  
 Date

**5. CONSENT TO ELECTRONIC NOTIFICATION:**

- ☒ I consent to receive documents from the Planning Department by electronic means and have provided the following e-mail address to be used by the Town for that purpose.

E-mail address to be used: ofelia.delacruz154@yahoo.ca

OFELIA DE LA CRUZ  
Landowner's Name (printed)

Ofelia  
Landowner's Signature

Dec. 16, 2022  
Date

OFELIA DE LA CRUZ  
Applicant's Name (printed)

Ofelia  
Applicant's Signature

Dec 16, 2022  
Date

**6. RIGHT OF ENTRY:**

**RIGHT OF ENTRY BY AN AUTHORIZED PERSON OF THE TOWN OF SLAVE LAKE FOR THE PURPOSES OF SITE INSPECTIONS OF THE LAND AFFECTED BY A PROPOSED DEVELOPMENT PERMIT APPLICATION.**

I DO ☒

OR

I DO NOT ☐

**GIVE CONSENT FOR AN AUTHORIZED PERSON(S) OF THE TOWN OF SLAVE LAKE TO ENTER UPON THE LAND THAT IS SUBJECT TO A DEVELOPMENT PERMIT APPLICATION FOR THE PURPOSES OF MAKING A SITE INSPECTION IN ORDER TO:**

- **PRE-DEVELOPMENT INSPECTION(S)** EVALUATE THE SITE WITH THE PROPOSED DEVELOPMENT
- **LOT GRADING INSPECTION(S)** EVALUATE THE LOT GRADING ON SITE
- **FINAL DEVELOPMENT COMPLETION INSPECTION(S)** CONFIRM ALL CONDITIONS OF THE DEVELOPMENT PERMIT HAVE BEEN MET.

All inspections will be conducted during regular business hours i.e., Monday to Friday from 8:00 am to 4:30 pm. You are not required to be present during these inspections however you may be present if you so choose. The Planning Department will not be entering into any structures at any time and will not be conducting inspections for any other reason(s) than those specified above. However, if this application is for an Apartment, a Secondary Suite, a Security Suite, or a Bunkhouse the Planning Department will conduct an inspection of the interior of these developments.

**Please be advised that if consent is given, the Planning Department will not provide further notice before conducting these inspections.**

SUBJECT LAND: 201 13th St. SE Slave Lake  
(CIVIC ADDRESS)

OFELIA DE LA CRUZ  
Landowner's Name (please print)

Ofelia  
Landowner's Signature

Dec. 16, 2022  
Date



**7. HOME BASED BUSINESS CHECKLIST**

- ☐ Business name LEJIT ONLINE SHOPPE
- ☐ Describe your business only online Jewelry
- ☐ Where do you perform your business or sell your product? online
- ☐ What type of home will you be operating from? Residence
- ☐ What part of your home do you use for your business? used 1 office in my home
- ☐ Do you use a garage or shed for your business? NO
- ☐ What equipment do you use in your business? Laptop + phone
- ☐ Where will this equipment be kept? office
- ☐ Is there heavy equipment utilized in your business i.e., skid steer, fork lift, etc.? NO
- ☐ Will people come to your home regarding your business? Y/N N If yes, how many times/day? once in a while
- ☐ Are there any employees involved in the business? Y/N N If yes, how many? 23X/Week
- ☐ What type/size of vehicle(s) may be involved in your business? Truck coming to
- ☐ Where is the vehicle parked? garage How many parking stalls do you have? 2 for home
- ☐ What are the days and hours your business will operate? 7 days from 8-5 for Business
- ☐ Are there any other home based businesses operating on your property? Y/N N If yes, please describe these businesses \_\_\_\_\_
- ☐ Is there a secondary suite in your home? Y/N N (If a secondary suite exists a Type C, D & E HBB cannot be approved.)
- ☐ Do you rent rooms in your home? Y/N N If yes, how many vehicles are associated with the rented rooms \_\_\_\_\_

**HOME BASED BUSINESS TYPES AND DEFINITIONS**

**Type A – Home Craft/Child Care** ~ means home crafts for gain or support as a direct result of the extension of a hobby or child care services not exceeding five (5) children at any given time conducted within the dwelling at their private residence. A Home craft may involve direct client contact, by only to a minor extent, and requires no additional employees. Home crafts may include but are not limited to sewing, tailoring and similar domestic crafts, handicrafts, hobbies, music instruction, and tutoring. **No Development Permit Application or fee is required.**

**Type B – Direct Sales** ~ means a home based business operated by a person who carries on the business of selling or offering for sale goods or services or both, or entering into agreements for the sale of goods or services or both, for delivery or performance at a future date, the salesperson offers for sale, solicits, negotiates to concludes the sale of agreement in person at a location other than at the seller's residence. **No Development Permit Application or fee is required.**

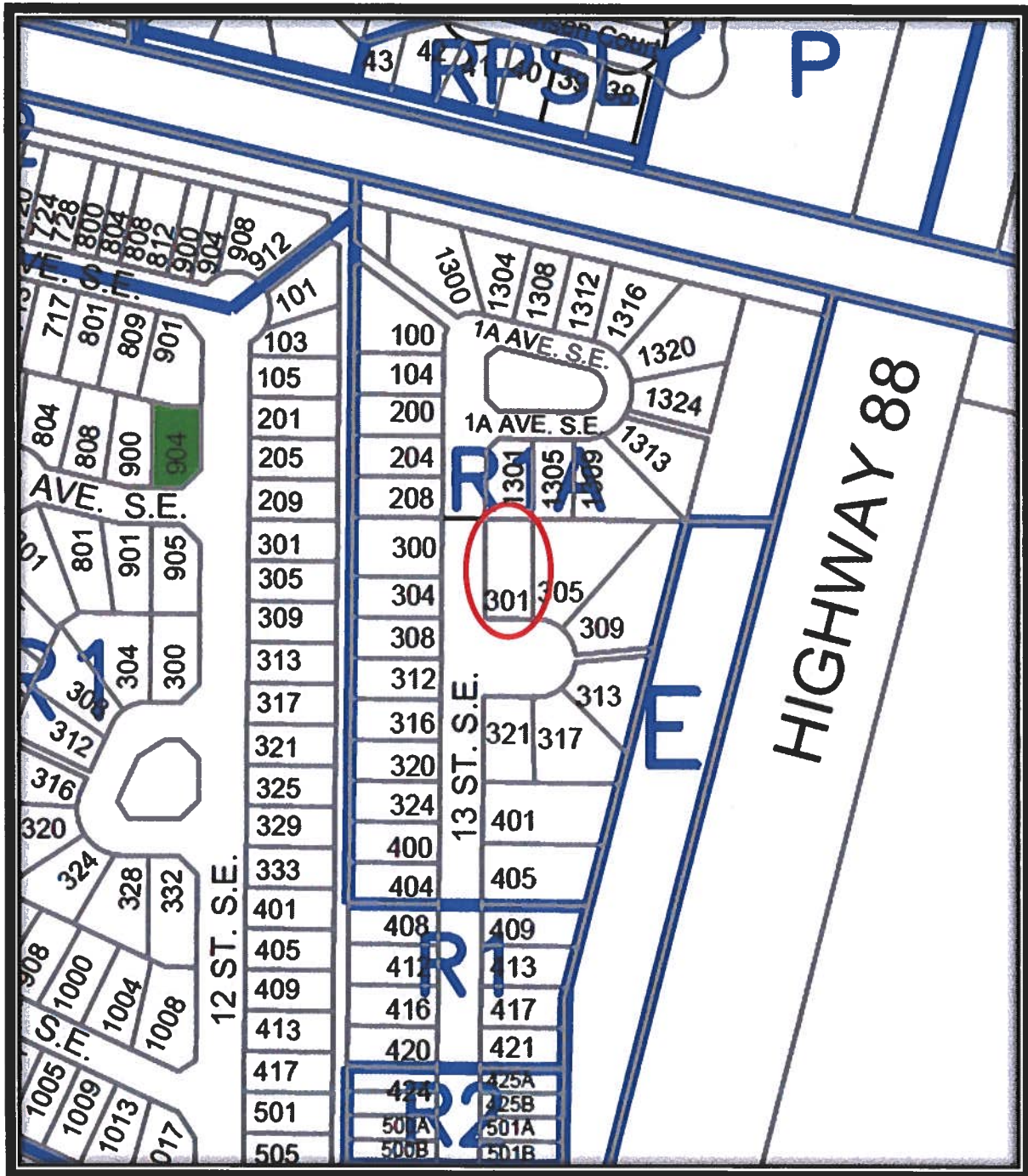
**Type C – Professional Services** ~ means a small-scale business or professional office operated in a home by a person who occupies the dwelling as a residence. A home office is limited to a desk, a telephone and related equipment, does not engage in the warehousing or sale of goods, and requires no additional employees. A home office may include but is not limited to offices of accountants, contractors, lawyers, bookkeepers, and architects. If your business will have employees or clients coming to your home see Type E. **Development Permit Application and \$100.00 fee required.**

**Type D – Bed & Breakfast** ~ means a dwelling in which no more than four units (without cooking facilities) which are made available for the temporary accommodation of the travelling or vacationing public. The number of approved units will depend on the availability of on-site parking. The bed & breakfast shall be operated by a person who occupies the dwelling as a private residence. **Development Permit Application and \$200.00 fee required.**

**Type E – Other** ~ means a home-based business, excluding the above noted, operated in the home and may be extended to an accessory residential building provided that the minimum on-site parking requirements are met. The business may involve clients and/or client groups coming to the home. The number of non-resident employees working on-site shall not exceed two at any given time. **Development Permit Application and \$200.00 fee required.**



# LOCATION MAP



Plan 932 1376, Block 54, Lot 15 located at 301 – 13 Street SE



# Town of **SLAVE LAKE**

## **REPORT TO THE MUNICIPAL PLANNING COMMISSION MEETING OF JANUARY 9, 2023**

**FROM:** Laurie Skrynyk  
Director of Planning & Development

**DATE:** January 4, 2023

**SUBJECT:** Application to amend the Land Use Bylaw #22-2007  
**Bylaw #16-2022**

**FILE:** 6013.141

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### **PURPOSE**

The purpose of this report is for the Municipal Planning Commission to provide Council with a recommendation with respect to Bylaw #16-2022.

### **BACKGROUND**

**Name of Applicant:** Metis Urban Housing

**Landowner:** Metis Urban Housing

**Civic Address:** 300 – 5 Street NE

**Legal Land Description:** Lot 19, Block 12, Plan 897 NY

**Proposal:** To rezone the above noted lands from R1 – Standard Detached Residential District to R2 – Medium Density Residential District to facilitate the development of a semi-detached dwelling.

**Municipal Government Act:** In accordance with Section 230(1) of the Municipal Government Act, R.S.A. 2000, Town Council must give Bylaw #16-2022 First Reading and hold the required Public Hearing prior to passing a resolution. Bylaw #16-2022 received First Reading on December 13, 2022 and will be subject to a Public Hearing on January 24, 2023.

**Municipal Development Plan:** The subject site is within the Residential and General Urban designation of the Municipal Development Plan and as such an amendment is not required.

**Land Use Bylaw #22-2007:** The subject site is within the R1 – Standard Detached Residential District and requires an amendment to allow medium density residential developments.

**Referral Comments:** Referral letters were sent to adjacent property owners and to date we have heard from one adjacent landowner with no concerns regarding the proposed amendment.

## DISCUSSION

### Planning Department:

This application is introduced to the Municipal Planning Commission for a recommendation to Council with respect to Bylaw #16-2022.

Only one plan amendment is required for this application as the lands maintain the proper designation within the Municipal Development Plan and the lands are not within the boundaries of an area structure plan.

The landowner would like to develop a semi-detached dwelling on this lot. The parcel in question is larger than a standard residential parcel (i.e., 60 ft. x 120 ft.) and the landowner is confident they can build the development to comply with the regulations of the R2 District.

Currently the entire block of 4 Street NE from 3 Avenue to 4 Avenue NE maintains an R2 – Medium Density Residential districting. As such, rezoning the subject lands to R2 would be considered an extension of that zoning and would not be considered spot zoning.

### Planning Considerations:

The merits of the individual development (i.e., size of the structure, parking, access, parcel size, etc.), will be considered at the time of application for development permit. At that time, the landowner/developer will be required to meet all the regulations within the Land Use Bylaw with respect to the proposed development. As such, discussion around the detailed aspects of the proposed development should not be considered when making a zoning decision. Zoning decisions should be made with respect to good planning principles. Does the rezoning make sense for the area in question? What are the potential impacts to neighboring properties? Will uses in the proposed district fit well within the area? Are there anticipated conflicts between uses?

## OPTIONS FOR COUNCIL

**Option 1:** Council could approve Bylaw #16-2022.

**Option 2:** Council could defeat Bylaw #16-2022.

## RESOURCE IMPACTS

No Resource Impacts

## POLICY IMPLICATIONS

No Policy Impacts

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**COMMUNICATIONS STRATEGY**

Notice of the Public Hearing was advertised on the Town's website for a period of two weeks. In addition, referral letters were sent to adjacent property owners.

**RELATION TO STRATEGIC PLANNING,  
MISSION STATEMENT, OR VISION  
STATEMENT****RECOMMENDATION**

Currently there are lands immediately adjacent to this neighborhood that maintain an R2 – Medium Density Residential districting and these developments do not appear to have had a negative impact on the neighboring residential properties. Further, the subject lot is larger than a standard residential lot maintaining dimensions of 60 ft. x 120 ft., thereby ensuring it meets with the minimum parcel width and minimum parcel area regulations of the Land Use Bylaw.

In consideration of the proposed amendment and good planning principles the Planning Department has no concerns with this application and recommends the Municipal Planning Commission supports Bylaw #16-2022.

**MOTION REQUESTED:****MOTION:**

1. That the Municipal Planning Commission supports Bylaw #16-2022.

**Attachments**

1. Application
2. Bylaw #16-2022
3. Location Map



6013.141  
Bylaw #16-2022.

## APPLICATION TO AMEND THE LAND USE BYLAW #22-2007 REDISTRICTING AMENDMENT

Date: October 26th 2022

Applicant: Metis Urban Housing

Mailing Address: 11923 - 121A Street, Edmonton Alberta

Phone: 780-452-6440 (Cell) 587-982-5724

E-mail: jason.thompson@metishousing.ca

Subject Lands: Lot 19 Block 12 Plan 897NY ATS West of the 5th  
Civic Address 300 - 5 Street

The undersigned registered owner hereby applies for an amendment to the Land Use District Map of Land Use Bylaw #22-2007 as follows:

Lot 19 Block 12 Plan 897NY ATS West of the 5th

Redistricting Requested: From: R1

To: R2

Reason for Redistricting Request:

Rezoning require to rebuild a duplex on site.

Aaron Barner  
Landowner's Name (printed)

[Signature]  
Landowner's Signature

### CONSENT TO ELECTRONIC NOTIFICATION:

☒ I consent to receive documents from the Planning Department by electronic means and have provided the following e-mail address to be used by the Town for that purpose.

E-mail address to be used: jason.thompson@metishousing.ca

Aaron Barner  
Landowner's Name (printed)

[Signature]  
Landowner's Signature

Aaron Barner  
Applicant's Name (printed)

[Signature]  
Applicant's Signature



**BYLAW #16-2022  
LAND USE BYLAW AMENDMENT  
TOWN OF SLAVE LAKE**

**A BYLAW OF THE TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA TO AMEND  
LAND USE BYLAW #22-2007.**

Pursuant to the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, the Municipal Council of the Town of Slave Lake, duly assembled, enacts as follows:

1. That the Land Use Map of the Land Use Bylaw #22-2007 be amended by re-districting as follows:

**Lot 19, Block 12, Plan 897 NY**

**From: R1 – Standard Detached Residential District**

**To R2 – Medium Density Residential District**

As shown on the attached sketch plan marked as Schedule "A" and forming part of this Bylaw.

That this Bylaw comes into effect upon the date of its Third and Final Reading.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2022 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

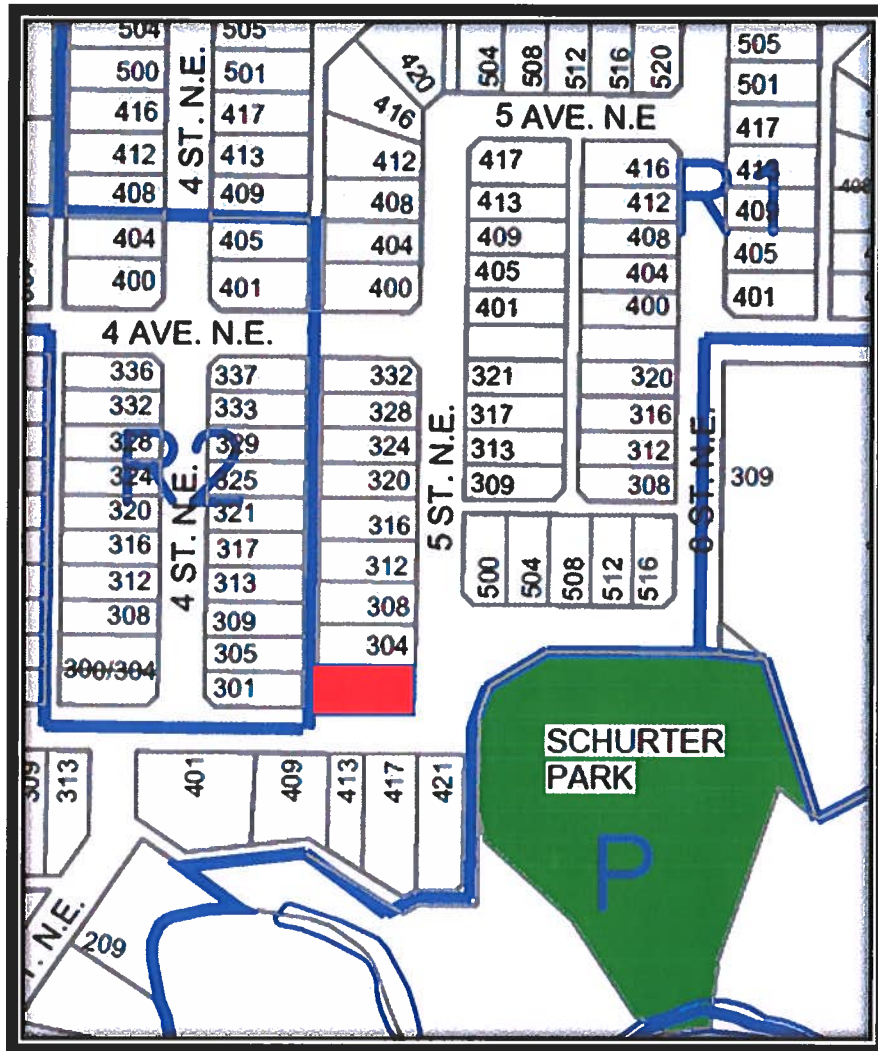
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

## Schedule "A"

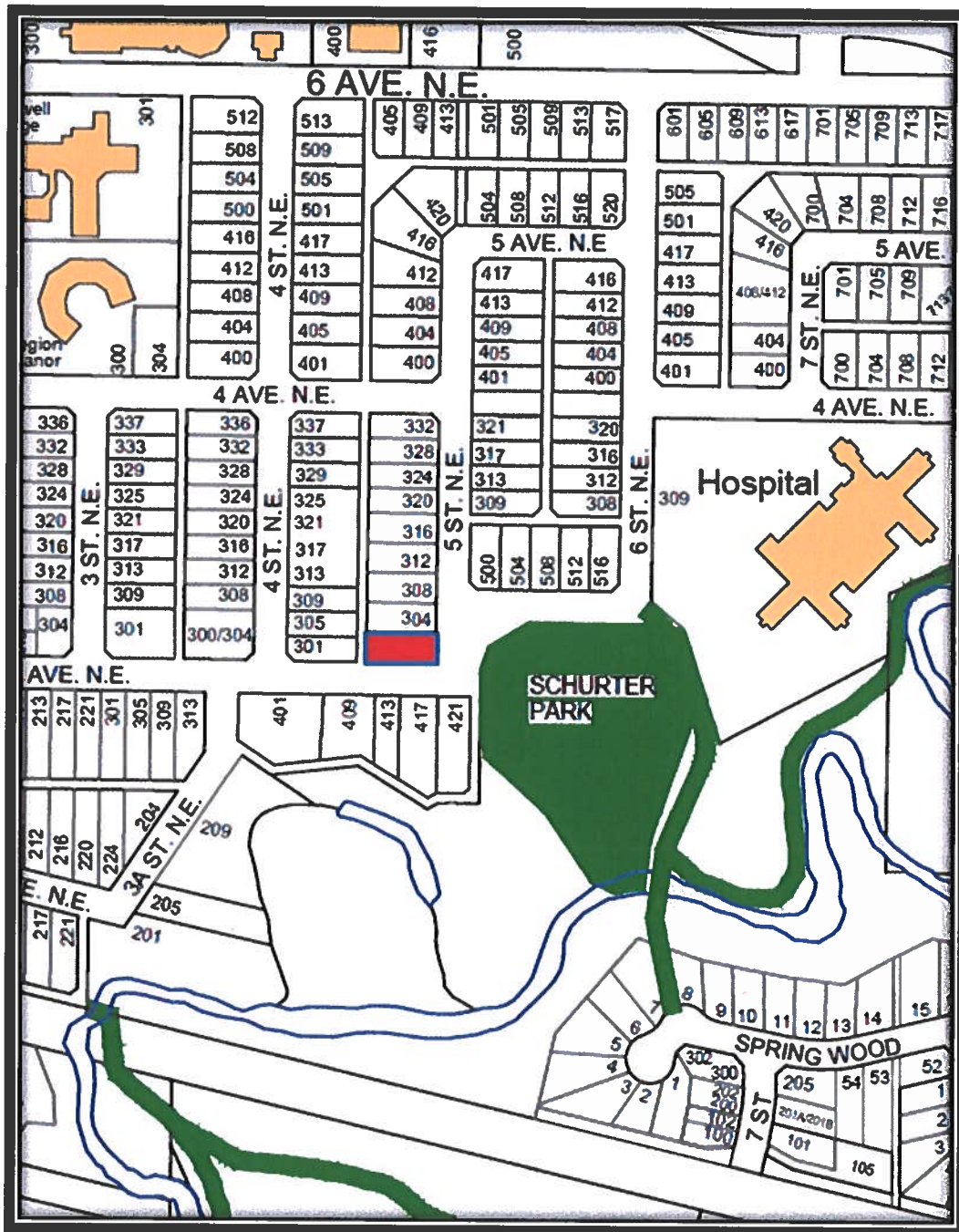


Subject Property:  
Lot 19, Block 12, Plan 897 NY

From: R1 – Standard Detached Residential District  
To: R2 – Medium Density Residential District



## Location Map



Subject Property: 300 – 5 Street NE

Lot 19, Block 12, Plan 897 NY



# Town of **SLAVE LAKE**

## **REPORT TO THE MUNICIPAL PLANNING COMMISSION MEETING OF JANUARY 9, 2023**

**FROM:** Laurie Skrynyk  
Director of Planning and Development

**Date:** January 4, 2023

**Subject:** Land Use Bylaw Amendment  
Regulatory Amending Bylaw #17-2022

**File:** 6013.142

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### **PURPOSE**

The purpose of this report is for the Municipal Planning Commission (MPC) to provide Council with a recommendation with respect to Bylaw #17-2022.

### **BACKGROUND**

**Name of Applicant:** 20/20 Investment Group Inc.

**Proposal:** To amend Section 87 (3) of the Land Use Bylaw #22-2007 by adding "Self Storage Facility" as a discretionary use in the C1 – Downtown Commercial Mixed-Use District.

**Municipal Government Act:** In accordance with Section 230(1) of the Municipal Government Act, R.S.A. 2000, Town Council must give Bylaw #17-2022 First Reading and hold the required Public Hearing prior to passing a resolution. Bylaw #17-2022 received First Reading on December 13, 2022 and will be subject to a Public Hearing on January 24, 2023.

**Referral Comments:** Bylaw #17-2022 was advertised on the Town's webpage from December 14, 2022, to January 9, 2023, and to date no verbal or written comments have been received.

### **DISCUSSION**

**Planning Department:** This bylaw is being introduced to the MPC for a recommendation to Council with respect to Bylaw #17-2022.

The applicant is in the process of acquiring a parcel of land with an existing mixed commercial residential building. The building has commercial space, residential units, and a self storage facility in the basement.

To increase the economic viability of the site, he would like to add a Self Storage Facility. The subject site is located in the C1 - Downtown Commercial Mixed-Use District, and currently "Self Storage Facility" is not listed as a use.

In accordance with the Land Use Bylaw #22-2007 the definition for "Self Storage Facility" is as follows:

"Self Storage Facility" means a use where goods are stored in a building where the building is made up of separate compartments and each compartment has separate access; and may be available to the general public for the storage of personal items and may include the administrative functions associated with the business and may incorporate custodial quarters for the custodian of the facility.

#### **OPTIONS**

- Option 1:** Council could give Bylaw #17-2022 Second and Third Reading.
- Option 2:** Council could defeat Bylaw #17-2022 on Second Reading.
- Option 3:** Council could amend Bylaw #17-2022 and either hold another public Hearing or proceed with Second and Third Reading.

#### **RESOURCE IMPACTS**

No Resource Impacts

#### **POLICY IMPLICATIONS**

No Policy Impacts

#### **COMMUNICATIONS**

Notice of the public hearing was advertised on the Town's website and social media platforms. As this is a regulatory amendment, and is not site specific, no referral letters were sent to adjacent property owners.

**RELATION TO STRATEGIC PLANNING, MISSION  
STATEMENT, OR VISION STATEMENT**

**RECOMMENDATION**

The Planning Department has no concerns with this application and recommends the Municipal Planning Commission supports Bylaw #17-2022.

**MOTION REQUESTED**

**MOTION:**

1. That the Municipal Planning Commission supports Bylaw #17-2022.

**Attachments**

1. Application
2. Bylaw #17-2022



**Date:**

Dec 6/22

File No.: 6013.142

Bylaw #: 17-2022.

20/20 Investment Group Inc

301 - 9st NE, Slave Lake, AB T017 2A1

780-805-4045 (Cell)

Tyler © 2020 investment group, ca

**Subject Lands:** Lot \_\_\_\_\_, Block \_\_\_\_\_, Plan \_\_\_\_\_, ATS \_\_\_\_\_

Civic Address: Down town Location

Regulatory Amendment Requested: To allow Storage unit as a discretionary use in ~~an~~ Commercial district

Reason for Regulatory Amendment: Does not currently allow. We are looking to purchase a property that already has storage and wanted to expand that business model to meet the needs of our customers

Tyler WAR MAN

[Signature]  
Landowner's Signature

**Landowner's Signature**



**E-mail address to be used:** \_\_\_\_\_

Tyler WARMAN

**Landowner's Signature**

**Applicant's Signature**

**BYLAW #17-2022  
AMENDMENT TO THE LAND USE BYLAW  
TOWN OF SLAVE LAKE**

A BY-LAW OF THE TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA TO AMEND LAND USE BYLAW #22-2007.

Pursuant to the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, the Municipal Council of the Town of Slave Lake, duly assembled, enacts as follows:

1. That Section 87 (3) is amended by adding Self Storage Facility.

That this Bylaw comes into effect upon the date of its Third and Final Reading.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2022 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



# Town of **SLAVE LAKE**

## **REPORT TO THE MUNICIPAL PLANNING COMMISSION MEETING OF JANUARY 9, 2023**

**FROM:** Laurie Skrynyk  
Director of Planning and Development

**Date:** January 4, 2023

**Subject:** Municipal Development Plan Amendment  
**Bylaw #18-2022**

**File:** 6007.05

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### **PURPOSE**

The purpose of this report is for the Municipal Planning Commission (MPC) to provide Council with a recommendation with respect to Bylaw #18-2022.

### **BACKGROUND**

**Applicant:** Lakeview Optometry Clinic

**Landowner:** Philip Lokken

**Subject Lands:** Plan 5521 KS, Block 11, Lot 1

**Civic Address:** 401 - 3 Avenue NE

**Proposal:** To amend the Municipal Land Use Plan Map of the Municipal Development Plan by redesignating the above noted lands from Residential and General Urban to Downtown to facilitate the expansion of the Lakeview Optometry Office.

**Municipal Government Act:** In accordance with Section 230 (1) of the Municipal Government Act, RSA, 2000, Town Council must give Bylaw #18-2022 First Reading and hold the required Public Hearing prior to passing a resolution. Bylaw #18-2022 received First Reading on December 13, 2022, and the required Public Hearing will be held on January 24, 2023.

**Municipal Development Plan:** Currently the subject lands maintain a Residential and General Urban designation in the Municipal Development Plan, and as such an amendment is required.



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<b>Land Use Bylaw:</b>	Currently the subject lands maintain an R1 - Standard Detached Residential Districting in the Land Use Bylaw, and as such an amendment is required.
<b>Two Plan Amendments:</b>	As an amendment to the Municipal Development Plan (MDP) and the Land Use Bylaw (LUB) are required, both applications will be processed concurrently.
<b>Non-conforming Use:</b>	A non-conforming use is a use of a building that is not listed within the land use district where the building is located. In this instance, the Optometry business is not listed as a use in the R1 - Standard Detached Residential District.
<b>Non-Conforming Buildings and Uses:</b>	In accordance with Section 12 of the Land Use Bylaw #22-2007 a non-conforming use of land or non-conforming use of a building may be continued but if that use is discontinued for a period of six (6) consecutive month or more, any future use of the land or building shall conform with the provision of the Land Use Bylaw then in effect. A non-conforming building cannot be enlarged or structurally altered in any way.
<b>Referral Comments:</b>	Bylaw #18-2022 was advertised on the Town's webpage from December 14, 2022, to January 24, 2023, and referral letters were sent to adjacent property owners. To date no verbal or written comments have been received.
<b>Planning Considerations:</b>	The merits of the individual development (i.e., size of the structure, parking, access, parcel size, etc.), will be considered at the time of application for development permit. At that time, the landowner/developer will be required to meet all the regulations within the Land Use Bylaw with respect to the proposed development. As such, discussion around the detailed aspects of the proposed development should not be considered when making a zoning decision. Zoning decisions should be made with respect to good planning principles. Does the rezoning make sense for the area in question? What are the potential impacts to neighboring properties? Will uses in the proposed district fit well within the area? Are there anticipated conflicts between uses?

## DISCUSSION

<b>Planning Department:</b>	<p>This bylaw is being introduced to the MPC for a recommendation to Council with respect to Bylaw #18-2022.</p> <p>The applicant is in the process of acquiring the above noted parcel of land and existing building so she can expand the Lakeview Optometry business. Currently the subject lands are designated Residential and General Urban in the MDP and R1 - Standard</p>
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Residential District in the LUB. As there is a commercial use operating on the lands and the use is not listed as permitted or discretionary in the R1 District, the use or uses are considered non-conforming.

In accordance with the Land Use Bylaw a non-conforming building and use cannot be altered or added to. To expand the Lakeview Optometry business, the lands must be brought back into a state of conformance with the Land Use Bylaw. These two plan amendments will accomplish that objective.

#### **OPTIONS**

**Option 1:** Council could give Bylaw #18-2022 Second and Third Reading.

**Option 2:** Council could defeat Bylaw #18-2022 on Second Reading.

#### **RESOURCE IMPACTS**

No Resource Impacts

#### **POLICY IMPLICATIONS**

No Policy Impacts

#### **COMMUNICATIONS**

Notice of the public hearing was advertised on the Town's website and social media platforms. As this is a redistricting amendment, and is site specific, referral letters were sent to adjacent property owners.

#### **RELATION TO STRATEGIC PLANNING, MISSION STATEMENT, OR VISION STATEMENT**

#### **RECOMMENDATION**

An optometry office and a law office have operated on the subject lands for at least 15 years and to date, the Planning Department is not aware of any issues or concerns expressed by the neighboring residential properties. The uses are entirely contained within the buildings on site and there is sufficient parking on site to meet the needs of those businesses. As such, the Planning Department is not anticipating any negative impacts to the neighborhood by

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bringing the buildings and uses on the land back into conformance with the Land Use Bylaw.

The Planning Department has no concerns with this application and recommends the Municipal Planning Commission supports Bylaw #18-2022.

**MOTION REQUESTED**

**MOTION:**

1. That the Municipal Planning Commission supports Bylaw #18-2022.

**Attachments**

1. Application
2. Bylaw #18-2022
3. Location Map

**APPLICATION TO AMEND THE MUNICIPAL DEVELOPMENT PLAN**

Date: Nov 30/2022 File No.: 6007.05  
Bylaw #: 18-2022

Applicant: Lakeview Optometry Clinic  
Mailing Address: Box 628, Slave Lake, AB, T0G 2H0

Phone: 780 849 4410 (Cell) 780 264 6617  
E-mail: lakeviewoptometry@gmail.com

Subject Lands: Lot 1, Block 11, Plan 5521 KS ATS \_\_\_\_\_

Civic Address: 401 3 Ave NE, Slave Lake, AB, T0G 2A2

The undersigned registered owner hereby applies for an amendment to the Municipal Development Plan as follows:

Re-designation Requested: From: Residential & General Urban  
To: Downtown

Reason for Re-designation Request:

Expansion of current optometry practice, retirement of Landlord/closing of legal firm & purchase of building by optometry clinic

Philip Lokken  
Landowner's Name (printed)

Philip Lokken  
Landowner's Signature

**CONSENT TO ELECTRONIC NOTIFICATION:**

☒ I consent to receive documents from the Planning Department by electronic means and have provided the following e-mail address to be used by the Town for that purpose.

E-mail address to be used: lakeviewoptometry@gmail.com

Philip Lokken  
Landowner's Name (printed)

Philip Lokken  
Landowner's Signature

Ere Niedergesachs  
Applicant's Name (printed)

Ere Niedergesachs  
Applicant's Signature

**BYLAW #18-2022  
MUNICIPAL DEVELOPMENT PLAN AMENDMENT  
TOWN OF SLAVE LAKE**

**A BYLAW OF THE TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA TO  
AMEND THE MUNICIPAL DEVELOPMENT PLAN BEING BYLAW #21-2007.**

Pursuant to the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, the Municipal Council of the Town of Slave Lake, duly assembled, enacts as follows:

1. That the Municipal Land Use Plan Map of the Municipal Development Plan, being Bylaw #21-2007, attached as Schedule "A" and forming part of this bylaw, be amended as follows:

Lot 1, Block 11, Plan 5521 KS

be re-designated

From: Residential and General Urban

To: Downtown

For further clarity, the area highlighted and shown on the attached sketch marked as Schedule "B" and forming part of this Bylaw, identifies the subject property.

2. That this Bylaw comes into effect upon the date of its Third and Final Reading.

READ A FIRST TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2022 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

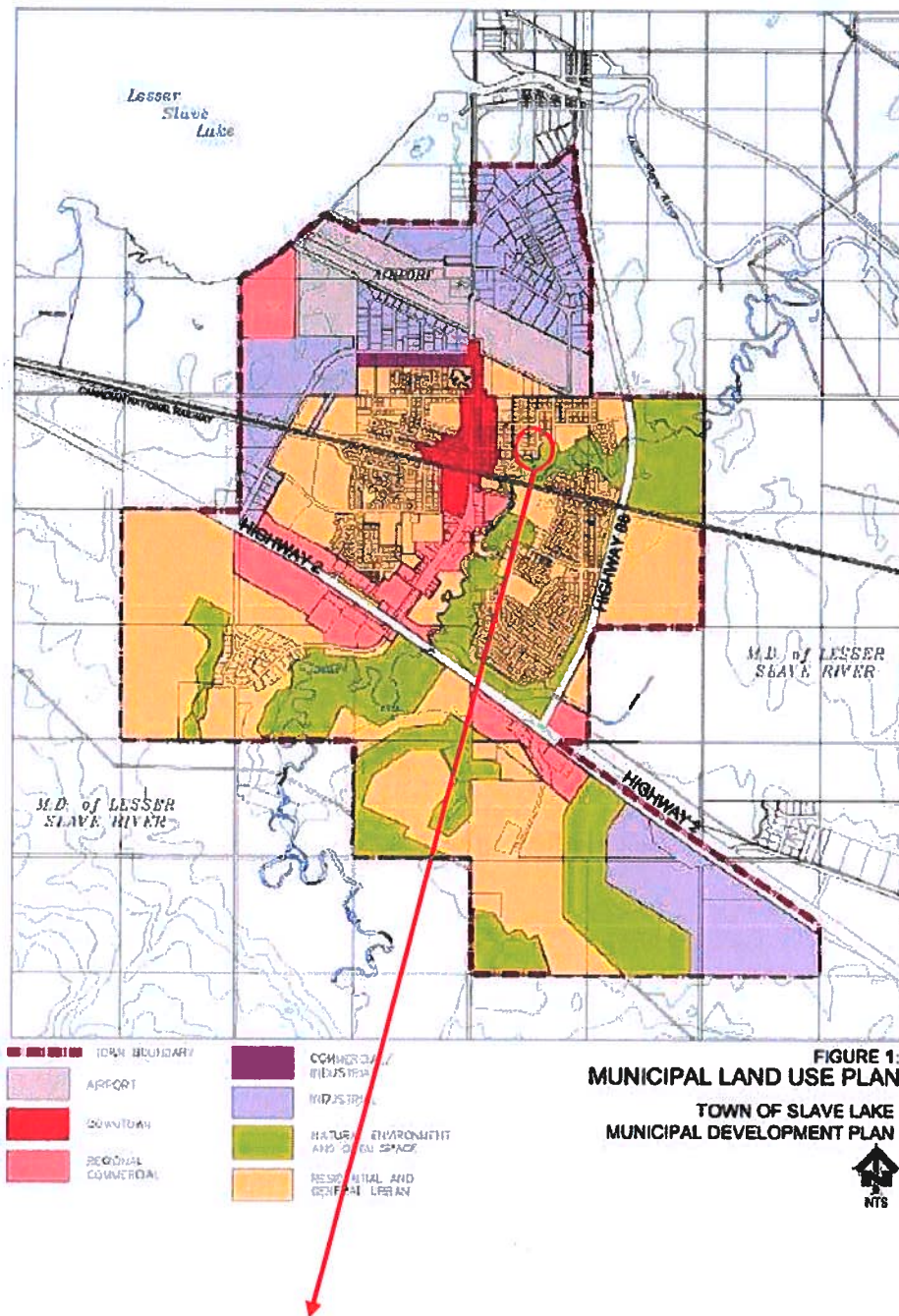
READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

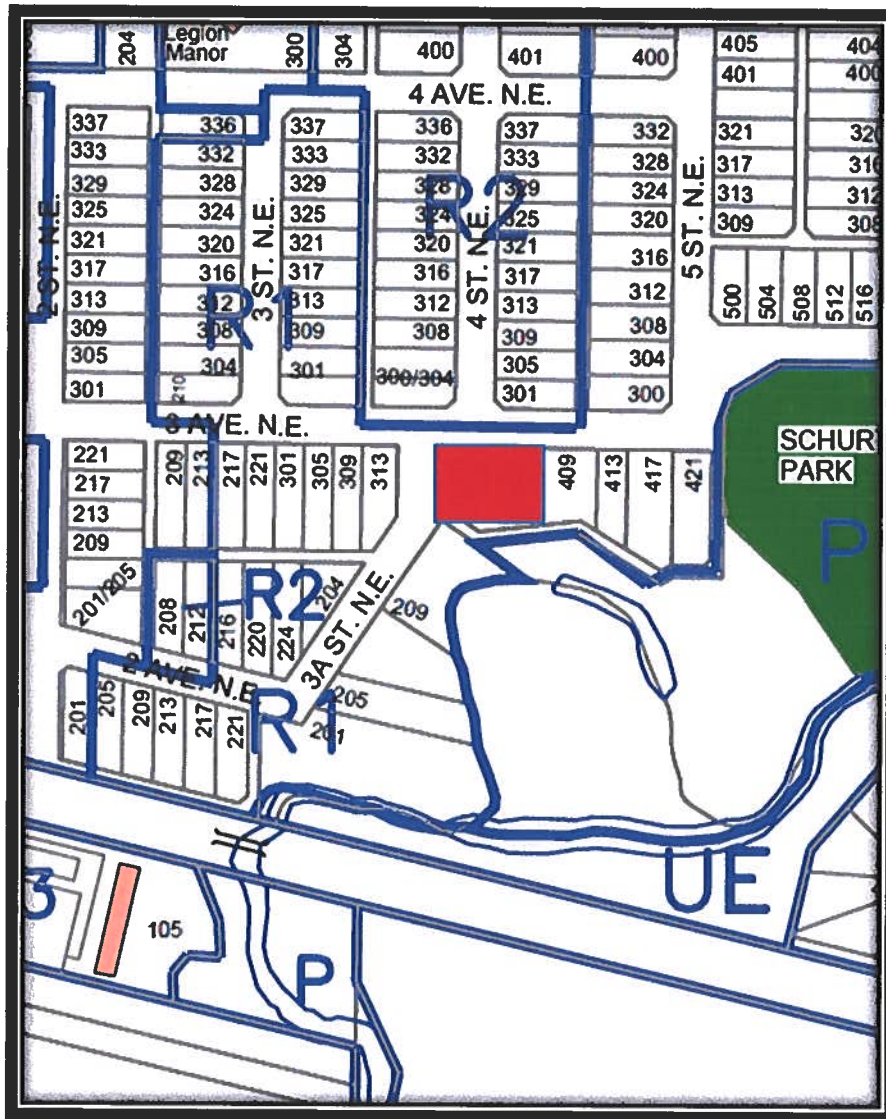


## SCHEDULE "A"



Subject Property: Lot 1, Block 11, Plan 5521 KS

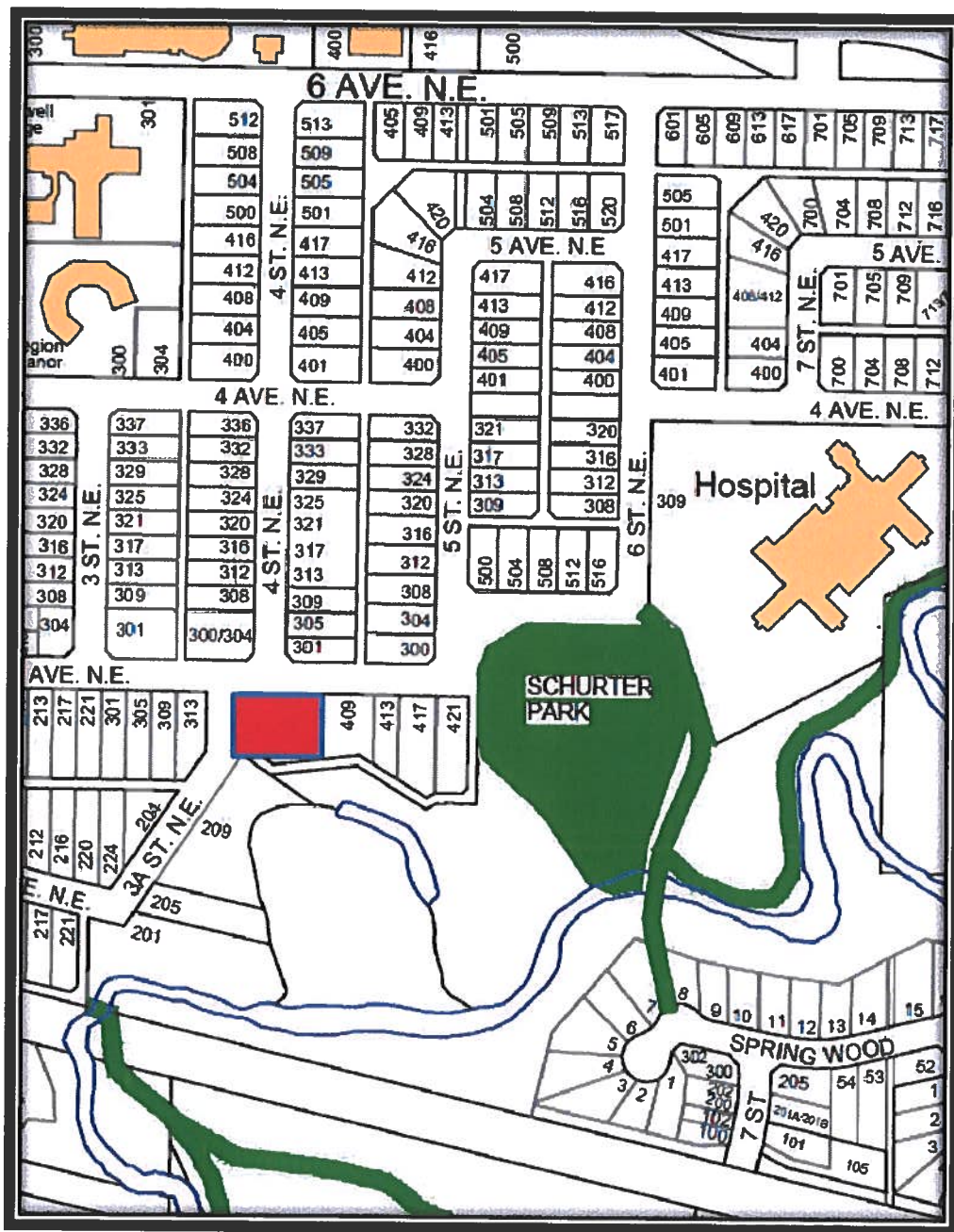
## SCHEDULE "B"



Subject Property:  
Lot 1, Block 11, Plan 5521 KS

From: Residential and General Urban  
To: Downtown

## Location Map



Subject Property: 401 – 3 Avenue NE

Lot 1, Block 11, Plan 5521 KS





# Town of **SLAVE LAKE**

## **REPORT TO THE MUNICIPAL PLANNING COMMISSION MEETING OF JANUARY 9, 2023**

**FROM:** Laurie Skrynyk  
Director of Planning and Development

**Date:** January 4, 2023

**Subject:** Land Use Bylaw Amendment  
Bylaw #19-2022

**File:** 6013.143

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### **PURPOSE**

The purpose of this report is for the Municipal Planning Commission (MPC) to provide Council with a recommendation with respect to Bylaw #19-2022.

### **BACKGROUND**

**Applicant:** Lakeview Optometry Clinic

**Landowner:** Philip Lokken

**Subject Lands:** Plan 5521 KS, Block 11, Lot 1

**Civic Address:** 401 - 3 Avenue NE

**Proposal:** To amend the Land Use District Map of the Land Use Bylaw #22-2007 by redistricting the above noted lands from R1 – Standard Detached Residential District to C1 – Downtown Commercial Mixed-Use District to facilitate the expansion of the Lakeview Optometry Office.

**Municipal Government Act:** In accordance with Section 230 (1) of the Municipal Government Act, RSA, 2000, Town Council must give Bylaw #19-2022 First Reading and hold the required Public Hearing prior to passing a resolution. Bylaw #19-2022 received First Reading on December 13, 2022, and the required Public Hearing will be held on January 24, 2023.

**Municipal Development Plan:** Currently the subject lands maintain a Residential and General Urban designation in the Municipal Development Plan, and as such an amendment is required.

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<b>Land Use Bylaw:</b>	Currently the subject lands maintain an R1 - Standard Detached Residential Districting in the Land Use Bylaw, and as such an amendment is required.
<b>Two Plan Amendments:</b>	As an amendment to the Municipal Development Plan (MDP) and the Land Use Bylaw (LUB) are required, both applications will be processed concurrently.
<b>Non-conforming Use:</b>	A non-conforming use is a use of a building that is not listed within the land use district where the building is located. In this instance, the Optometry business is not listed as a use in the R1 - Standard Detached Residential District.
<b>Non-Conforming Buildings and Uses:</b>	In accordance with Section 12 of the Land Use Bylaw #22-2007 a non-conforming use of land or non-conforming use of a building may be continued but if that use is discontinued for a period of six (6) consecutive month or more, any future use of the land or building shall conform with the provision of the Land Use Bylaw then in effect. A non-conforming building cannot be enlarged or structurally altered in any way.
<b>Referral Comments:</b>	Bylaw #19-2022 was advertised on the Town's webpage from December 14, 2022, to January 9, 2023, and referral letters were sent to adjacent property owners. To date no verbal or written comments have been received.
<b>Planning Considerations:</b>	The merits of the individual development (i.e., size of the structure, parking, access, parcel size, etc.), will be considered at the time of application for development permit. At that time, the landowner/developer will be required to meet all the regulations within the Land Use Bylaw with respect to the proposed development. As such, discussion around the detailed aspects of the proposed development should not be considered when making a zoning decision. Zoning decisions should be made with respect to good planning principles. Does the rezoning make sense for the area in question? What are the potential impacts to neighboring properties? Will uses in the proposed district fit well within the area? Are there anticipated conflicts between uses?

## DISCUSSION

<b>Planning Department:</b>	This bylaw is being introduced to the MPC for a recommendation to Council with respect to Bylaw #19-2022.  The applicant is in the process of acquiring the above noted parcel of land and existing building so she can expand the Lakeview Optometry business. Currently the subject lands are designated Residential and General Urban in the MDP and R1 - Standard
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Residential District in the LUB. As there is a commercial use operating on the lands and the use is not listed as permitted or discretionary in the R1 District, the use or uses are considered non-conforming.

In accordance with the Land Use Bylaw a non-conforming building and use cannot be altered or added to. To expand the Lakeview Optometry business, the lands must be brought back into a state of conformance with the Land Use Bylaw. These two plan amendments will accomplish that objective.

An optometry office and a law office have operated on the subject lands for at least 15 years now and to date, the Planning Department is not aware of any issues or concerns expressed by the neighboring residential properties. The uses are entirely contained within the buildings on site and there is sufficient parking on site to meet the needs of those businesses. As such, the Planning Department is not anticipating any negative impacts to the neighborhood by bringing the buildings and uses on the land back into conformance with the Land Use Bylaw.

#### **OPTIONS**

- Option 1:** Council could give Bylaw #19-2022 Second and Third Reading.
- Option 2:** Council could defeat Bylaw #19-2022 on Second Reading.

#### **RESOURCE IMPACTS**

No Resource Impacts

#### **POLICY IMPLICATIONS**

No Policy Impacts

#### **COMMUNICATIONS**

Notice of the public hearing was advertised on the Town's website and social media platforms. As this is a site-specific amendment, referral letters were sent to adjacent property owners.

#### **RELATION TO STRATEGIC PLANNING, MISSION STATEMENT, OR VISION STATEMENT**

## **RECOMMENDATION**

An optometry office and a law office have operated on the subject lands for at least 15 years and to date, the Planning Department is not aware of any issues or concerns expressed by the neighboring residential properties. The uses are entirely contained within the buildings on site and there is sufficient parking on site to meet the needs of those businesses.

As such, the Planning Department is not anticipating any negative impacts to the neighborhood by bringing the buildings and uses on the land back into conformance with the Land Use Bylaw.

The Planning Department has no concerns with this application and recommends the Municipal Planning Commission supports Bylaw #19-2022.

## **MOTION REQUESTED**

### **MOTION:**

1. That the Municipal Planning Commission supports Bylaw #19-2022.

## **Attachments**

1. Application
2. Bylaw #19-2022
3. Location Map



**APPLICATION TO AMEND THE LAND USE BYLAW (REDISTRICTING)**

Date: NW 30/2022 File No.: 6013.143  
 Applicant: Lakeview Optometry Clinic Bylaw #: 19-2022  
 Mailing Address: Box 628, Slave Lake, AB, T0G 2H0  
 Phone: 780 849 4410 (Cell) 780 264 1617  
 E-mail: lakeviewoptometry@gmail.com  
 Subject Lands: Lot 1, Block 11, Plan 5521 KS ATS  
 Civic Address: 401 3 Ave NE, Slave Lake, AB, T0G 2A2

The undersigned registered owner hereby applies for an amendment to the Land Use Bylaw #22-2007 as follows:

Redistricting Requested: From: Standard Detached Residential District to C1  
 To: Downtown Commercial Mixed-use District

Reason for Redistricting Request:

Expansion of current optometry practice, retirement of Landlord / closing of legal firm & purchase of building by optometry clinic

Philip Lokken

Landowner's Name (printed)

Philip Lokken

Landowner's Signature

**CONSENT TO ELECTRONIC NOTIFICATION:**



I consent to receive documents from the Planning Department by electronic means and have provided the following e-mail address to be used by the Town for that purpose.

E-mail address to be used: lakeviewoptometry@gmail.com

Philip Lokken

Landowner's Name (printed)

Philip Lokken

Landowner's Signature

Ere Niedergaues

Applicant's Name (printed)

Ere Niedergaues

Applicant's Signature

**BYLAW #19-2022  
LAND USE BYLAW AMENDMENT  
TOWN OF SLAVE LAKE**

**A BYLAW OF THE TOWN OF SLAVE LAKE IN THE PROVINCE OF ALBERTA TO AMEND  
LAND USE BYLAW #22-2007.**

Pursuant to the Municipal Government Act being Chapter M-26 of the Revised Statutes of Alberta, 2000, as amended, the Municipal Council of the Town of Slave Lake, duly assembled, enacts as follows:

1. That the Land Use Map of the Land Use Bylaw #22-2007 be amended by re-districting as follows:

**Lot 1, Block 11, Plan 5521 KS**

**From: R1 – Standard Detached Residential District**

**To C1 – Downtown Commercial Mixed-Use District**

As shown on the attached sketch plan marked as Schedule "A" and forming part of this Bylaw.

That this Bylaw comes into effect upon the date of its Third and Final Reading.

READ A FIRST TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2022 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

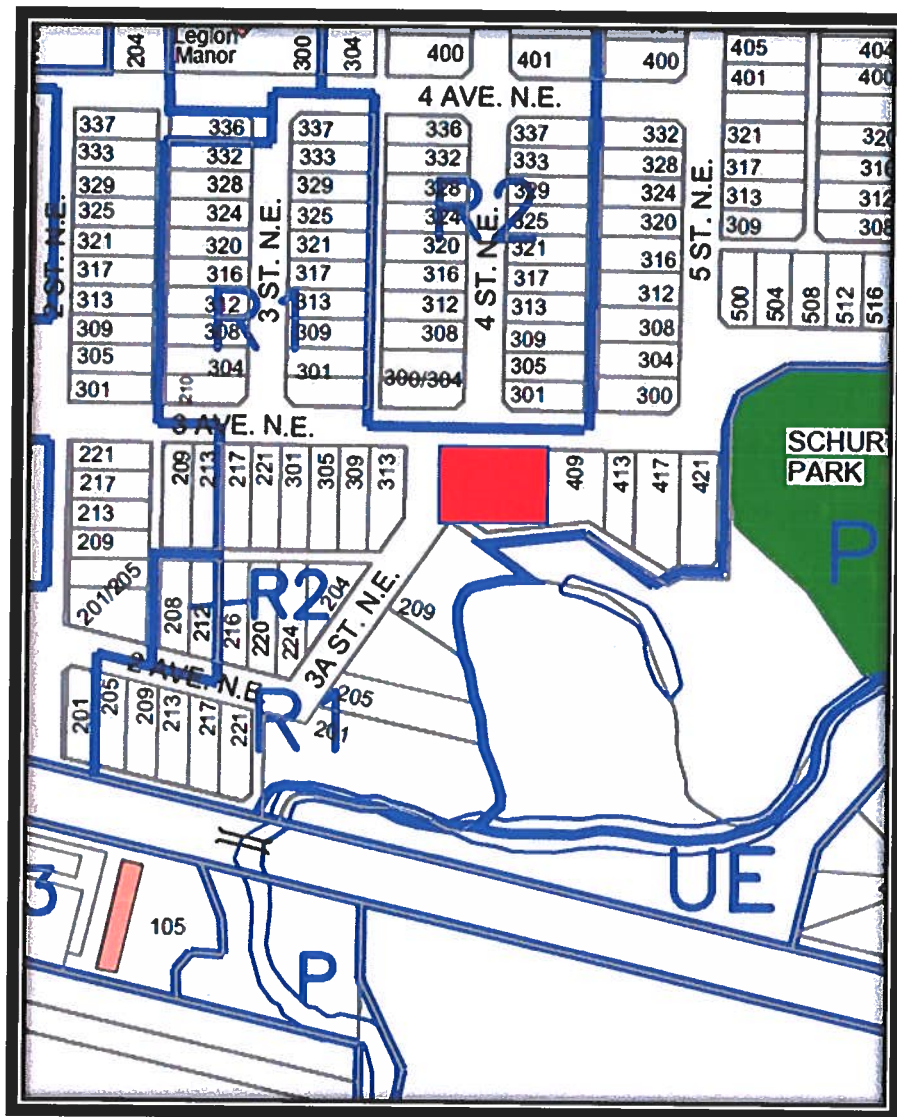
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

READ A THIRD TIME THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2023 A.D.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

## Schedule "A"

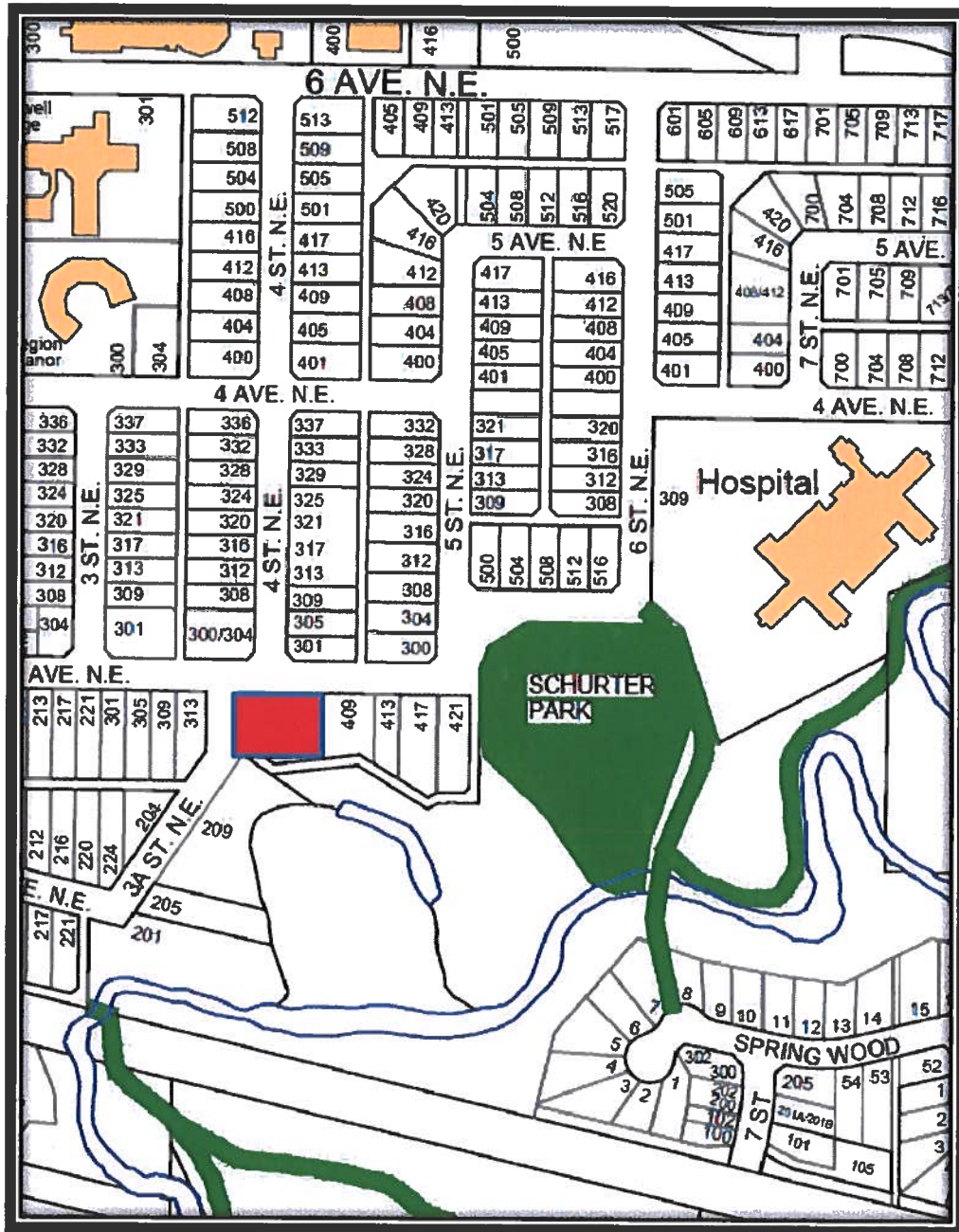


Subject Property:  
Lot 1, Block 11, Plan 5521 KS

From: R1 – Standard Detached Residential District  
To: C1 – Downtown Commercial Mixed-Use District



## Location Map



Subject Property: 401 – 3 Avenue NE

Lot 1, Block 11, Plan 5521 KS

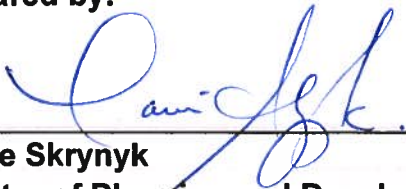
## TOWN OF SLAVE LAKE

### BUILDING VALUE REPORT FOR THE MONTH OF DECEMBER 2022

PERMITS ISSUED	MONTH ONLY		YEAR TO DATE	
	2021	2022	2021	2022
Residential	\$0	\$0	\$2,580,000	\$1,680,000
Commercial	\$0	\$0	\$390,000	\$145,000
Institutional	\$0	\$0	\$90,000	\$3,000,000
Industrial	\$0	\$0	\$50,000	\$785,000
Community (Parks)	\$0	\$0	\$0	\$0
<b>TOTAL PERMITS</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,110,000</b>	<b>\$5,610,000</b>

HOUSING STARTS ITEM				
	2021	2022	2021	2022
Single Family:				
Dwellings	0	0	1	5
Units	0	0	0	0
Multi Family Dwelling Units	0	0	32	0
Secondary Suites	0	0	0	0
<b>TOTAL HOUSING STARTS</b>	<b>0</b>	<b>0</b>	<b>33</b>	<b>5</b>

Prepared by:



**Laurie Skrynyk**  
**Director of Planning and Development**

TEN YEAR BUILDING VALUE REPORT - 2022

	<u>Residential</u>	<u>Commercial</u>	<u>Institutional</u>	<u>Industrial</u>	<u>Total Yearly</u>
2013**	\$ 9,142,202	\$ 3,471,000	\$ -	\$ 215,000	\$ 12,828,202
2014**	\$ 11,064,068	\$ 1,150,000	\$ 1,185,000	\$ 75,000	\$ 13,474,068
2015	\$ 2,575,264	\$ 82,500	\$ 5,000	\$ 3,082,000	\$ 5,744,764
2016	\$ 7,697,000	\$ 1,273,000	\$ -	\$ 1,400,000	\$ 10,370,000
2017	\$ 1,800,000	\$ 433,000	\$ 1,788,500	\$ 220,000	\$ 4,241,500
2018	\$ 1,290,000	\$ -	\$ -	\$ -	\$ 1,290,000
2019	\$ 300,000	\$ -	\$ -	\$ 275,000	\$ 575,000
2020	\$ 1,080,000	\$ -	\$ -	\$ -	\$ 1,080,000
2021	\$ 2,580,000	\$ 390,000	\$ 90,000	\$ 50,000	\$ 3,110,000
2022	\$ 1,680,000	\$ 145,000	\$ 3,000,000	\$ 785,000	\$ 5,610,000

TEN YEAR HOUSING UNIT STARTS

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Single Family	19	31	7	8	6	4	1	3	1	5
Multi Family	1	8	2	2	2	0	0	1	32	0
Total Starts	36	41	10	11	8	4	1	4	33	5

