

FOOTHILLS COUNTY
COUNCIL AGENDA



Wednesday, May 13, 2026, 9:00 a.m.
Foothills County Administration Office
309 Macleod Trail South – High River

	Pages
A. GENERAL MATTERS	
A.1 Call Meeting to Order	
A.2 Approval of the Agenda	
B. MISCELLANEOUS MUNICIPAL ITEMS	
B.1 Priddis Community Association (PCA) - Property Management Agreement Presented by: Manager of Parks and Recreation Jeff Porter	3
B.2 Priddis Community Association (PCA) - Request for Landscape Maintenance Presented by: Manager of Parks and Recreation Jeff Porter	4
B.3 Appointment of Director of Emergency Management Presented by: Deputy Director of Community and Emergency Services Peter Stapley	6
B.4 2026 Road Event - Branch Out Bike Tour Presented by: Deputy Director of Community and Emergency Services, Peter Stapley <i>Postponed from May 6, 2026</i>	14
B.5 Agritourism Presented by: Councillor Benita Estes	
C. SCHEDULED MEETINGS & PUBLIC HEARINGS	
C.1 11:00 a.m. - Mage Networks Presentation Presented by: Business Development and Client Solutions Manager, Unnati P.	
C.2 1: 30 p.m. - Grouette - NE 28-21-03 W5M - Amend CR Presented by: Planning Officer Elliott Salmon	21
C.3 2: 30 p.m. - Hurley - NE 28-21-03 W5M - Amend CR Presented by: Planning Officer Elliott Salmon	36
D. MISCELLANEOUS PLANNING ITEMS	
D.1 White Moose Farms Ltd. - SE 26-22-03 W5M - Development Permit 26D	50

092

D.2 Torqued Industries Ltd. - SW 17-20-02 W5M - Development Permit 26D 70
093

D.3 Chinook Feeders 2024 Ltd./2716438 Alberta Ltd. - SE 11-17-27 W4M - 88
Bylaw 59/2025 (2nd & 3rd Reading)

E. SUBDIVISION APPROVING AUTHORITY ITEMS

F. CONFIDENTIAL CLOSED SESSION

F.1 Advice from Officials - ATIA s. 29

F.2 Foothills Fire - ATIA s. 19 & 29

Presented by: Director of Community and Emergency Services Rick
Saulnier and Fire Chief Alex Marshall

G. MOTIONS ARISING FROM CONFIDENTIAL CLOSED SESSION

H. ACKNOWLEDGEMENTS AND INFORMATION ITEMS

I. OTHER MATTERS

I.1 Lunch


I.2 Accounts – May 13, 2026
Councillors McHugh, Callister, Kendall

I.3 Minutes – May 6, 2026

I.4 Committee Reports

I.5 Next Meeting – May 20, 2026

I.6 Adjourn

COMMUNITY SERVICES DEPARTMENT	
	TOPIC: Priddis Community Association Management Agreement
REPORT PREPARED BY: Jeff Porter REPORT PRESENTED BY: Jeff Porter	

PURPOSE OF REQUEST

To formalize the handshake management agreement with the Priddis Community Association regarding the management of Pioneer Park and the Priddis tennis courts.

BACKGROUND

During discussions regarding commercial usage of Pioneer Park and the tennis courts in Priddis with the Priddis Community Association (PCA), it became clear that a formal agreement is required to allow the PCA to manage these county lands and the uses taking place on them.


The land that the tennis courts and Pioneer Park are located on are owned by Foothills County and have been managed by the PCA for the county for some time.

Administration recommends that the management of these properties stays with the PCA as these are lands that are utilized by the community and are currently managed by the community to benefit local residents. The PCA is located in close proximity to these properties which aids in the monitoring of these lands.

REQUEST OF COUNCIL

Recommended Motions:

- #1 Foothills County enter into a formal management agreement with the Priddis Community Association regarding Foothills County lands that encompass Pioneer Park and the Priddis tennis courts.
- #2 Continue with the handshake agreement that the Priddis Community Association will maintain and manage the Foothills County lands that encompass Pioneer Park and the Priddis tennis courts.
- #3 Foothills County will assume the management and maintenance of the lands that encompass Pioneer Park and the Priddis tennis courts.

COMMUNITY SERVICES DEPARTMENT	
	TOPIC: Priddis Community Association Mowing Request
REPORT PREPARED BY: Jeff Porter REPORT PRESENTED BY: Jeff Porter	

PURPOSE OF REQUEST

To provide a response to the request by the Priddis Community Association for landscape maintenance (grass mowing) financial assistance.

BACKGROUND

During discussions with the Priddis Community Association (PCA) regarding the management of Pioneer Park and the Tennis Courts in Priddis, it came to light the strain on the community associations finances that the landscape maintenance of the park and tennis courts has on the PCA. The land that the tennis courts and Pioneer Park are located on are owned by Foothills County. The letter provided and attached details their request.

REQUEST OF COUNCIL

The Priddis Community Association requests \$2520.00 to cover the 2026 costs of landscape maintenance on Foothills County lands that encompass Pioneer Park and the Priddis tennis courts.

APPENDICES

APPENDIX A: PRIDDIS COMMUNITY ASSOCIATION LETTER OF REQUEST

APPENDIX A:

April 23, 2026

Request for Assistance with Priddis Mowing and Maintenance

Dear Manager Porter,

The Priddis Community Association would like to respectfully ask the County for support with maintaining Pioneer Park and the Community Tennis court land for the 2026 season.


Over the years the PCA and Foothills County have enjoyed a close relationship and we are grateful for your ongoing guidance and support. Part of this relationship has meant that the PCA takes care of seasonal cleanup, mowing and maintenance on Foothills County MR land within the hamlet (Pioneer Park and the Tennis Courts).

As costs for this work rise, we are hopeful that the County will provide support in the amount of \$2520.00 to help us this season. I have attached the scope of work from our contractor and, as you can see, Foothills County MR accounts for approximately 30% of their work.

Your consideration is greatly appreciated.

Lindsay Flynn
PCA Executive Director



DEPARTMENT: Emergency Management	
	TOPIC: Appointment of Director of Emergency Management for Foothills County
REPORT PREPARED BY: Peter Stapley REPORT PRESENTED BY: Peter Stapley	

PURPOSE OF REQUEST

To appoint Manager of Parks & Recreation, Jeff Porter as the Director of Emergency Management for Foothills County.

BACKGROUND

The Local Authority Emergency Management Regulation and Municipal Emergency Management Bylaw 71/2025 requires that Council must appoint a qualified person as Director of Emergency Management who will carry out the duties and responsibilities of emergency management.

REQUEST OF COUNCIL

Proposed Motion:

That Council appoint Emergency Management Coordinator, Jeff Porter, as the Director of Emergency Management for Foothills County, authorized to carry out the duties and responsibilities under the Local Authority Emergency Management Regulation and Municipal Emergency Management Bylaw 71/2025 and rescind all previous appointments.

APPENDICES

Appendix A: Municipal Emergency Management Bylaw 71/2025

BYLAW 71/2025

A BYLAW OF FOOTHILLS COUNTY IN THE PROVINCE OF ALBERTA “MUNICIPAL EMERGENCY MANAGEMENT BYLAW”

WHEREAS the Council of Foothills County; is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, RSA 2000 c. E-6.8 to appoint an Emergency Advisory Committee and to establish and maintain a Municipal Emergency Management Agency;

AND WHEREAS it is desirable in the public interest, and in the interests of public safety, that such a committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

NOW, THEREFORE, THE COUNCIL OF FOOTHILLS COUNTY, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. (1) This Bylaw may be cited as the “Municipal Emergency Management Bylaw”
 - (2) In this Bylaw:
 - a. "Act" means the Emergency Management Act, RSA 2000 c. E-6.8 as amended from time to time, or any legislation substituted for it;
 - b. "Council" means the Council of Foothills County;
 - c. “Director” or “DEM” means the Director of Emergency Management;
 - d. "Disaster" means an event that results in serious harm to the safety, health or welfare of people, or in widespread damage to property;
 - e. "Emergency Advisory Committee" or “Committee” means the committee established under this Bylaw;
 - f. "Emergency" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the health, safety or welfare of people or to limit damage to property;
 - g. "Minister" means the Minister charged with administration of the Act;
 - h. "Municipal Emergency Management Agency" means the agency established under this Bylaw; and
 - i. "Municipal Emergency Management Plan" means the emergency plan approved by Council pursuant to section 11 of the Act.

FOOTHILLS COUNTY COUNCIL

2. (1) Council shall:
 - a. by resolution, appoint three or more of its members to serve on the Emergency Advisory Committee;
 - b. provide for the payment of expenses of the members of the Emergency Advisory Committee;
 - c. by resolution, on the recommendation of senior administration and municipal policy, appoint a Director of Emergency Management;

- d. ensure that emergency plans and programs are prepared to address potential emergencies or disasters within the boundaries of Foothills County;
- e. approve the County's emergency plans and programs;
- f. review the status of the Municipal Emergency Management Program and related plans at least once per year; and,
- g. ensure that the appropriate command, control, and coordination system prescribed by the Managing Director of the Alberta Emergency Management Agency is utilized during Emergency Plan activations.

(2) Council may:

- a. by bylaw, borrow, levy, appropriate and expend, without the consent of the electors, all sums required for the operation of the Municipal Emergency Management Agency during a Municipal Emergency Plan activation;
- b. enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid agreements and/or regional plans and programs.
- c. on the recommendation of the Director of Emergency Management and/or senior administration, appoint one or more Deputy Director(s) of Emergency Management, who shall do those things required of the Director of Emergency Management in that person's absence.

EMERGENCY ADVISORY COMMITTEE

3. (1) There is hereby established an Emergency Advisory Committee to advise Council on the development of emergency plans and programs and to provide guidance and direction to the Emergency Management Agency.

(2) The Committee shall consist of the Reeve, Deputy Reeve, and at least one other council member.

(3) The Reeve shall be the Chair of the Emergency Advisory Committee.

(4) The Committee shall:

- a. advise council on the development of emergency plans and programs, as required by section 11.1 of the Act;
- b. provide guidance and direction to the Agency;
- c. receive any reports and information provided by the DEM;
- d. amplify messaging provided by the DEM during Municipal Emergency Plan activation;
- e. support the DEM, as requested, during Municipal Emergency Plan activations.
- f. review the Municipal Emergency Management Program and related plans on an annual basis;

- g. support emergency operations during emergencies and/or disasters and act as contact persons for council updates;
 - h. advise Council, duly assembled, on the status of the Municipal Emergency Management Program and related plans at least once annually;
 - i. Conduct duties and functions as outlined in the Emergency Advisory Committee Terms of Reference.
- (5) Quorum for meetings of the Emergency Advisory Committee is considered to be two of the active voting committee members. Any decisions requiring a vote must have quorum or will have to be rescheduled once quorum can be met.
- (6) In the case of a split vote on a committee matter, the Chair shall have the deciding vote.
- (7) The Chair, in consultation with the DEM, may call an emergency meeting of the Committee where the Chair considers that an emergency exists or may exist in Foothills County.
- (8) If the DEM considers that an emergency exists or may exist in Foothills County and the chair is unavailable, the DEM may call an emergency meeting of the Committee.

EMERGENCY MANAGEMENT AGENCY

4. (1) There is hereby established a Municipal Emergency Management Agency; to act as the agent of Council to carry out its statutory powers and obligations under the Act. This does not include the power to declare, renew, or terminate a state of local emergency, nor the powers contained in Section 6 of this Bylaw.
- (2) The Municipal Emergency Management Agency shall be comprised of one or more of the following:
- a. the Director of Emergency Management;
 - b. the Deputy Director(s) of Emergency Management;
 - c. the Foothills County Fire Chief and/or designate;
 - d. the Royal Canadian Mounted Police N.C.O in charge of the affected area and/or designate;
 - e. a senior representative from Alberta Health Services EMS and/or designate;
 - f. the Information Officer and/or designate;
 - g. key members of Foothills County, as selected by the Director of Emergency Management;
 - h. representative(s) from municipal, provincial or federal government agencies;
 - i. representative(s) from business or industry, as selected by the Director of Emergency Management;
 - j. representative(s) from any adjacent communities which have entered into mutual aid agreements;

- k. any other person whose knowledge, skills or expertise would, in the opinion of the Director of Emergency Management, be beneficial to the preparation an implementation of the Municipal Emergency Management Plan;

(3) The Municipal Emergency Management Agency shall:

- a. implement the Municipal Emergency Management Plan and related plans and programs during emergencies and/or disasters;
- b. establish, maintain, and operate the Emergency Coordination Center and Incident Command Post;
- c. carry out response functions during emergencies, large scale events, disasters, and/or post event recovery efforts;
- d. conduct appropriate training to facilitate the effective operation of the Emergency Coordination Center/Incident Command Post; and,
- e. Review the Municipal Emergency Management Plan and complete a Hazard Identification Risk Assessment annually.

DIRECTOR OF EMERGENCY MANAGEMENT

5. (1) The Director of the Emergency Management shall:

- a. act as the Director of the Emergency Management Agency;
- b. prepare and co-ordinate the Municipal Emergency Management Program and related plans for Foothills County;
- c. act as Director of emergency operations during an emergency for the Emergency Management Agency;
- d. authorize and co-ordinate all emergency services and other resources required during an emergency; and,
- e. delegate duties and tasks as necessary to ensure conformance with the Municipal Emergency Management Plan and response to the emergency.

(2) Where the office of Director of Emergency Management is vacant or the Director of Emergency Management is unable to perform the duties assigned to the Director under this Bylaw or the Municipal Emergency Management Plan, the responsibilities set out in section 5(1) shall be carried out by the Deputy Director of Emergency Management next in the line of authority.

STATE OF LOCAL EMERGENCY

6. (1) The power to declare or renew a state of local emergency, the powers specified in Section 6(2) of this Bylaw, and the requirement specified in Section 6(5) of this Bylaw, are hereby delegated to:

- a. the Reeve; or,
- b. in the absence of the Reeve, the Deputy Reeve; or,
- c. in the absence of both the Reeve and Deputy Reeve, to committee comprised of the remaining council members; and,

- d. where, for the purpose of subsection (c) there are insufficient council members to achieve quorum; the Chief Administrative Officer.

(2) When a state of local emergency is declared, the person(s) making the declaration shall:

- a. ensure that the declaration identifies the nature of the emergency and the area of the County in which it exists;
- b. state which extraordinary powers the Municipal Emergency Management Agency anticipates exercising over the duration of the state of local emergency;
- c. cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected;
- d. report any information required by the regulations at the times prescribed by the regulations; and
- e. report any information required by the Minister at the times required by the Minister.

(3) Subject to Section 6(5), when a state of local emergency is declared, the County may do all acts and take all necessary proceedings including the following;

- a. cause the Municipal Emergency Plan or any related plans or programs to be put into operation;
- b. acquire or utilize any real or personal property considered necessary to prevent, combat or alleviate the effects of an emergency or disaster;
- c. authorize or require any qualified person to render aid of a type they are qualified to provide;
- d. control or prohibit travel to or from any area of the County;
- e. provide for the restoration of essential facilities and the distribution of essential supplies and provide, maintain and co-ordinate emergency medical, welfare and other essential services in any part of the County;
- f. cause the evacuation of persons and the removal of livestock and personal property from any area of the County that is or may be affected by a disaster and arrange for the adequate care and protection of those persons or livestock and of the personal property;
- g. authorize the entry into any building or on any land, without warrant, by any person in the course of implementing an emergency plan or program;
- h. cause the demolition or removal of any trees, structures or crops if the demolition or removal is necessary or appropriate in order to reach the scene of a disaster, or to attempt to forestall its occurrence or to combat its progress;
- i. procure or fix prices for food, clothing, fuel, equipment, medical supplies, or other essential supplies and the use of any property, services, resources or equipment within the County for the duration of the state of emergency;

- j. authorize the conscription of persons needed to meet an emergency; and
- k. authorize any persons at any time to exercise, in the operation of the Municipal Emergency Plan and related plans or programs, any power specified in Paragraphs (b) through (j) in relation to any part of the municipality affected by a declaration of a state of local emergency.

(4) When a state of local emergency is declared,

- a. neither Council nor any member of Council, and
- b. any person(s) appointed by Council to carry out measures relating to emergencies or disasters, are liable for anything done or omitted to be done in good faith while carrying out a power or duty under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.

(5) When, in the opinion of the local authority declaring the state of local emergency and under a recommendation of the Director of Emergency Management, an emergency no longer exists in relation to which the declaration was made, the local authority shall, by resolution, terminate the declaration.

(6) A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when;

- a. a resolution is passed under Section 6(5);
- b. a period of seven days has lapsed since it was declared, unless it is renewed by resolution;
- c. the Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
- d. the Minister cancels the state of local emergency.

(7) When a declaration of a state of local emergency has been terminated, the local authority who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

7. Bylaw No.55/2020 and any amendments thereto are hereby rescinded upon this Bylaw coming into effect.

8. This Bylaw shall have effect on the date of its third reading.

FIRST READING: November 26, 2025

Reeve

Municipal Manager

SECOND READING: December 10, 2025

Reeve

Municipal Manager

THIRD READING: December 10, 2025

Reeve

Municipal Manager

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this 10 day of December, 2025.

Traffic Management Plan

Implementation Plan

Date	June 13th, 2026
Site Name	Diamond Valley, AB / Millarville Racing Society & Agricultural
Site Location	306097 192 St. W, Millarville, AB. T0L 1K0
Description of Activity	Fundraiser - Bike Tour
Project Supervisor	Natalie Scheske
Organization	Branch Out Neurological Foundation
Traffic Control Persons	Volunteers / ATS

Site Factors

Road Alignment	Straight, some curve, intersections (varies along route)
Road Type	2 lane, divided highway / secondary road ways, Foothills County Roads
Sight Distance	Good visual, 200m distance of sight
Approaches	All directions
Site Length	100 km
Regulation Speed	40km - 100km based on road
Weather Conditions	Sunny, potential rain, morning fog, wind

Procedural Factors

Work On/Off Roadway	Organized cyclists, single file riding and rest stops
Work on Shoulder	Single file cyclists, organized riding
Site Access	As needed
Emergency Vehicle Access	As needed

Traffic Management Plan

Equipment Access	N/A
Type of Site	Designated areas off highway, parking lots
Site Activity	Rest Stop
Hours of Work	7 hours

Contacts

Company Name:	Contact:	Phone Number
First Aid On Site	Natalie Scheske	403-615-2585
Non Emergency Fire	Dispatch	403-933-5553
Non Emergency /Ambulance/ Hospital	Dispatch	403-933-2222
Non Emergency RCMP	Dispatch	403-933-4262
Foothills County Roads Maintenance	Answering service	403-652-2390
Foothills County After Hours Emergency	Answering service	1-888-808-3722
Diamond Valley Road Emergencies	Answering service	403-369-4966
Town of Diamond Valley Bylaw/Animal Control	Answering service	403-933-0344
Wildfire Hotline	Report line	403-310-3473
Emergency Service	Dispatch	911

Incident Management Plan:

#1- If an accident (MVA) occurs outside of volunteer's control space:

- The designated volunteer will attend to the victims, assess injury severity and contact emergency health services (911) if necessary or requested.
- If the vehicles need to be directed the supervisor will stay onsite and direct traffic around the MVA while in communication with the other supervisors.
- Call RCMP once site is secure
- Several route support vehicles driving the route continuously for additional support, no vehicle further than 20km at one time

#2- If an MVA occurs between the volunteer or within a reasonable distance that it could be included in the controlled space:

Traffic Management Plan

- The volunteer closest will move down to include it, contact main event coordinator for additional volunteer
 - When a supervisor is onsite they will attend the MVA and assess injury calling emergency health services (911) if necessary or requested.
 - Call RCMP when the site is secured
 - Several route support vehicles driving the route continuously for additional support, no vehicle further than 20km at one time
- #3 – In the event that a car stalls in the roadway and may interfere with traffic flow:
- Volunteer will assess the situation and assist in moving the vehicle with occupants to the side of the road
 - Volunteer will call tow truck (Red Rescue Towing, 403-321-8880) as assist
 - Volunteer will call RCMP to assist
- #4 – In the event of objects in roadway:
- Whenever possible safely remove objects if help is needed get the attention of the crew and get assistance.
- #5 – In the event of animals in area that cause concern:
- Alert partner and crew to the animal, secure the roadway and get to a safe place when necessary
 - Refer to Bike Tour Safety plan on additional protocol
- #7 - In the case of a Severe Bicycle Pile up / Crash resulting in injury the following procedure will be implemented.
- The onsite Volunteer will call 911 to alert the situation.
 - Assist in traffic stop to prevent further incident
 - *Responding Volunteers will be following sweeper vehicle at a distance for the duration of the parade start so that their response time is more effective*
 - Once the situation is cleared and any injured parties have been transported away safely the volunteers onsite will resume regular traffic flow as per regular event plan guidelines.
 - The volunteers who responded to the incident will fill out any and all CCTC documentation including Incident reports, first aid documentation, witness statements, etc. as well as any event or authority required documentation as directed.

Public Information Procedures

Branch Out Neurological Foundation will ensure the public is informed of the event route and to expect delays using:

- Social Media
 - The event will be advertised on Branch Out's Instagram and LinkedIn pages.
- Traveling Public
 - Event signage will be posted in visible locations throughout the route.
- Email Communication
 - Through Panorama distribution, email notifications have gone out to residents

Emergency Detour Routes

Traffic Management Plan

-To be determined based on emergency at hand. In the event of unsafe weather, the Event Planner will make the call to proceed with the event or cancel.

Traffic Control Plan

Traffic Control Devices

-A-Frame Signs along the route, every 5km-10km, to indicate Bike Tour in progress, alert to drivers and alert to cyclists to remain riding safely and single file

Additional signage to be placed at the following intersections for the benefit of incoming traffic.

Priddis Valley Road W at Plummers Roas

Parkins Road W at HWY762

2311 Drive W at HWY762

Millarville Road (x2) at HWY549

338 Ave W at HWY22

1160 Drive W at 403 Ave W

-Zone 4 Timing Chips/Strips to digitally track cyclists and ensure everyone is keeping time and consistency while riding.

-Route Support Vehicles (5) traveling along the route, final route sweep

Moving / Turning / Checking Signs

All signage will be maintained and moved as needed for the duration of the event.

Traffic Control Personnel Details:

Natalie Scheske: 403-615-2585

Available 7:00am - 4:00pm

Kim McLelland: 503-819-1954

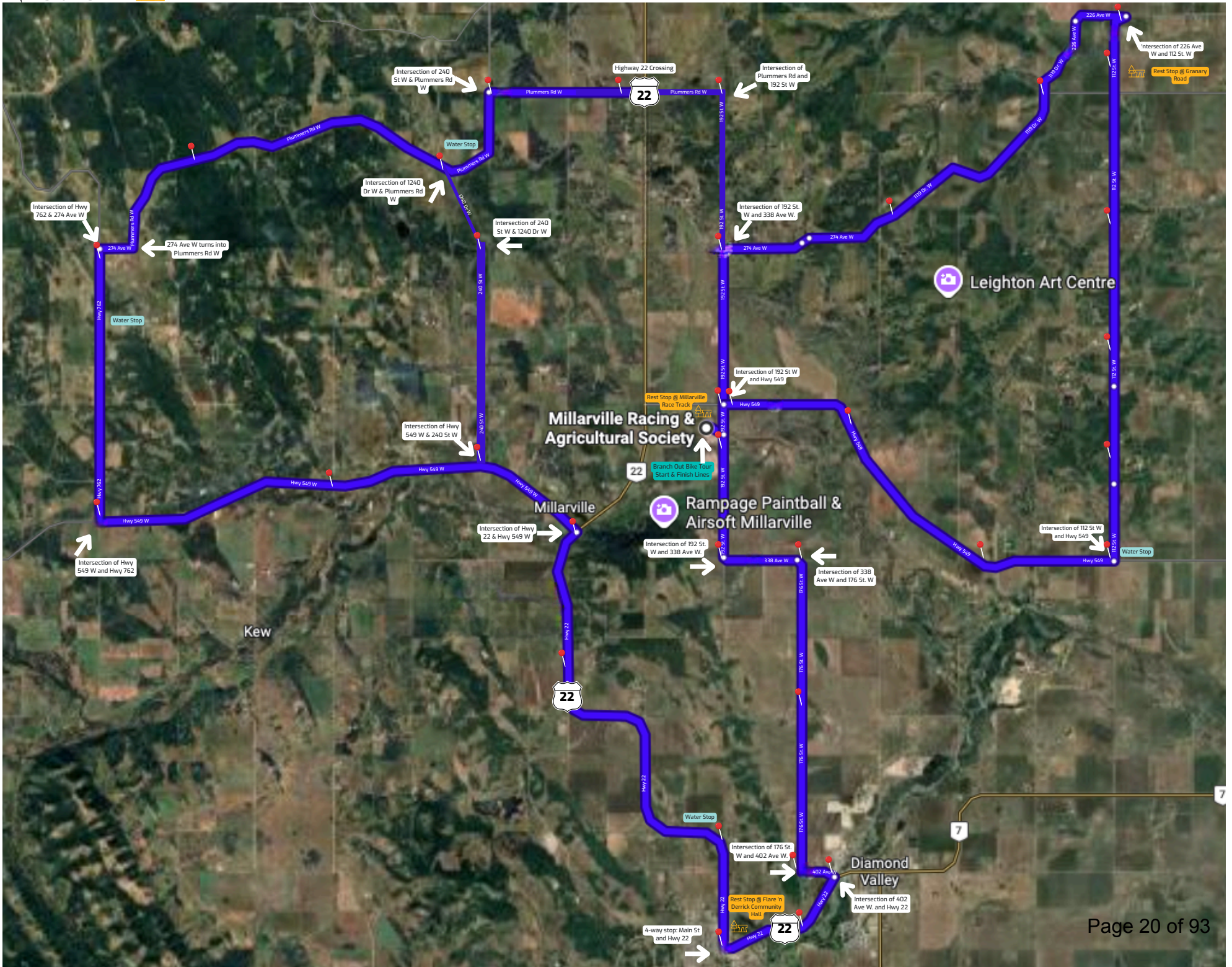
Available 7:00am - 4:00pm

Site Instructions:


Route Map - see below

= SIGNS

= REST STOP



**PUBLIC HEARINGS AND MEETINGS
 PLANNING AND DEVELOPMENT REPORT TO COUNCIL
 LAND USE AMENDMENT
 May 13, 2026
 To be heard at: 1:30 PM**

APPLICATION INFORMATION		FILE NO. 26R010
	LEGAL DESC.: Ptn. NE 28-21-3 W5; Plan 731679 Blk 7	
	LANDOWNERS: Michael & Robin Grouette	
	AGENT: Jeff Badke – Badke Consulting Ltd.	
	AREA OF SUBJECT LANDS: 24.95 Acres	
	CURRENT LAND USE: Country Residential District	
<p>PROPOSAL: Amendment to the Country Residential District Land Use rules to allow for the future subdivision of 1 x +/- 3.0 acre and 1 x +/- 5.0 acre Country Residential District lot. The application also proposes to protect +/- 8.43 acres of the proposed +/- 16.95 acre balance parcel with an Environmental Reserve Easement.</p>		
DIVISION NO: 3	COUNCILLOR: Laura Kendall	
FILE MANAGER: Elliott Salmon		

EXECUTIVE SUMMARY

Summary of Proposal:

The application proposes a Land Use Bylaw amendment for NE 28-21-3 W5M; Plan 731679, Block 7 to enable the subdivision of two new +/- 3.00 ac and +/- 5.00 ac Country Residential District lots with a +/- 16.95 ac balance parcel to contain the existing dwelling and accessory buildings. The application also proposes an Environmental Reserve Easement on a +/- 8.43 ac portion of the subject parcel.

Location:

The subject is located:

- Southeast of the intersection of Plummers Road West and 1240 Drive West;
- Approximately 200 m southwest of Pothole Creek Estates.
- Approximately 4 km east of Brown-Lowery Provincial Park; and
- Approximately 6 km north of the Hamlet of Millarville.

Policy Evaluation:

Reviewed within the terms of the:

- Municipal Development Plan 2010 (MDP2010);
- Growth Management Strategy; and
- Land Use Bylaw 60/2014.

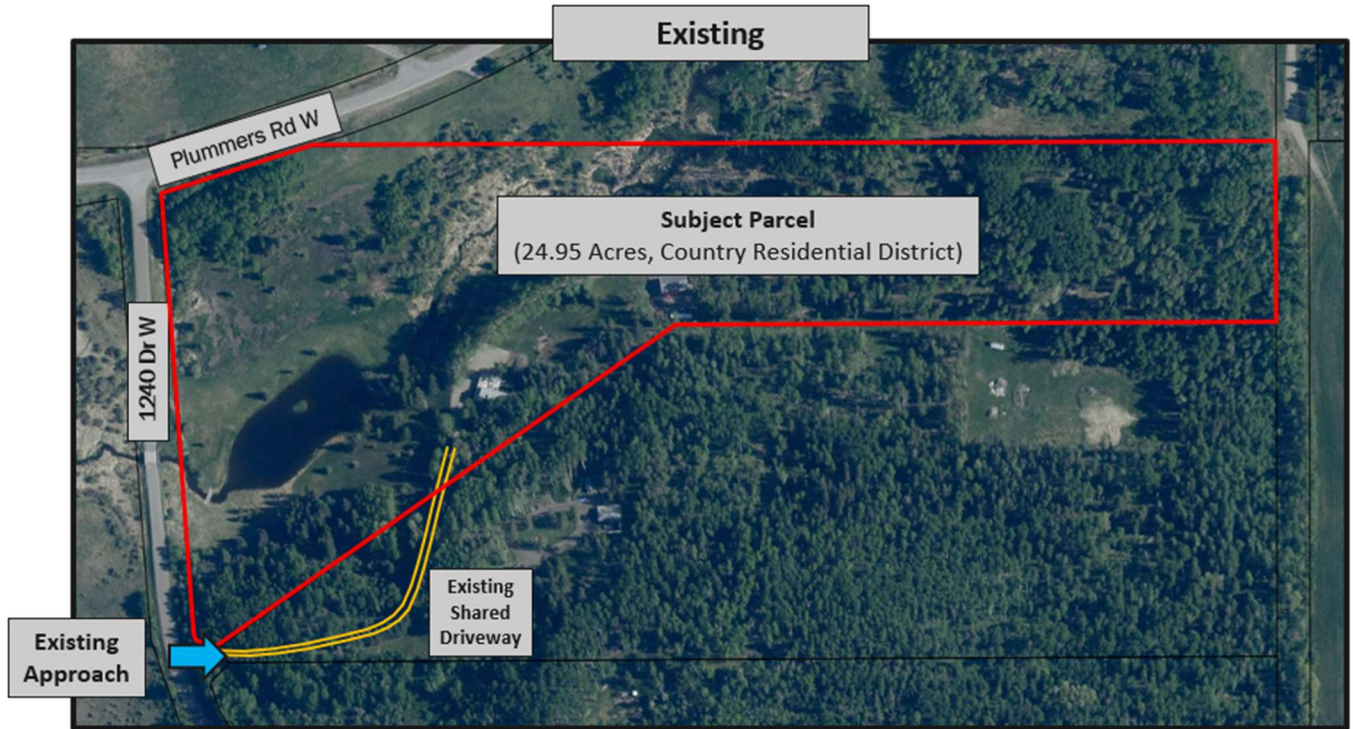
Referral Considerations:

Referred to the required internal departments and external agencies.

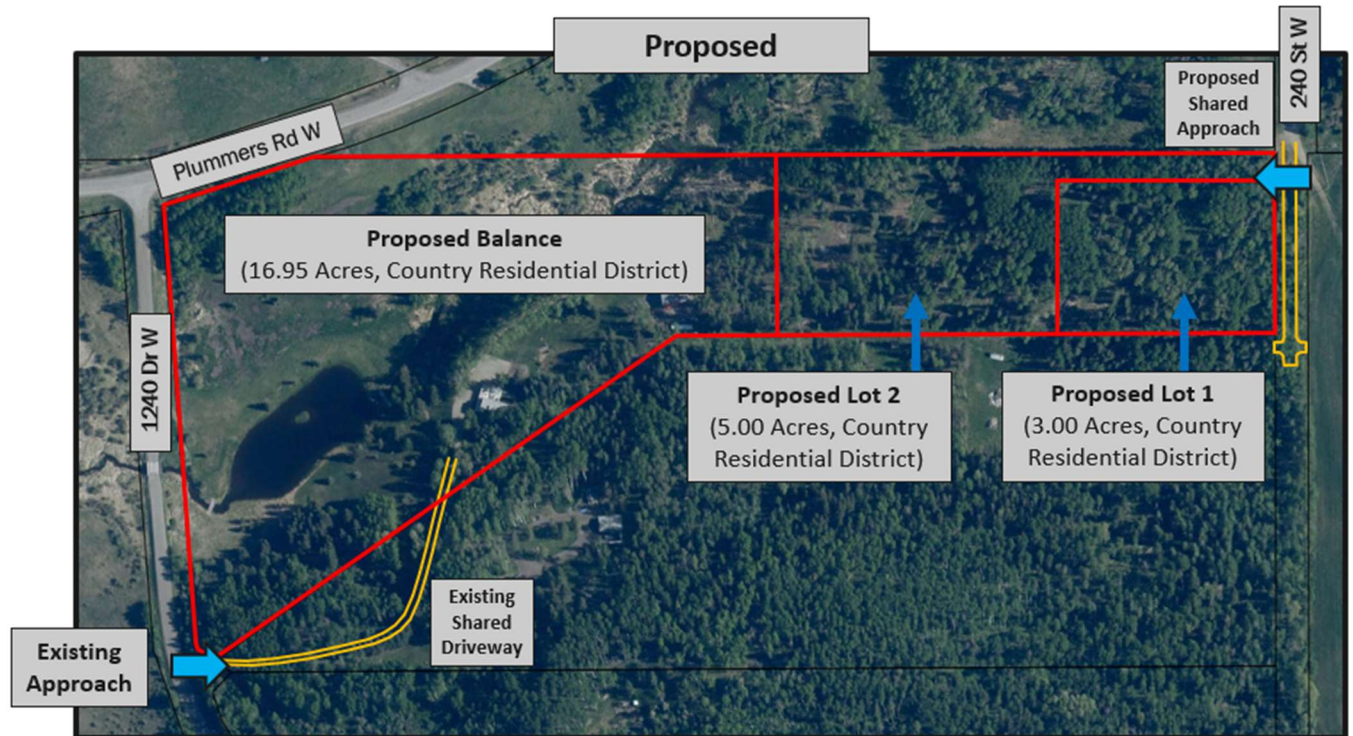
SITE CONSIDERATIONS

Access:

Access to the subject parcel is currently provided via an access easement, using an existing approach and driveway from 1240 Drive West, which is shared with the parcel to the south.

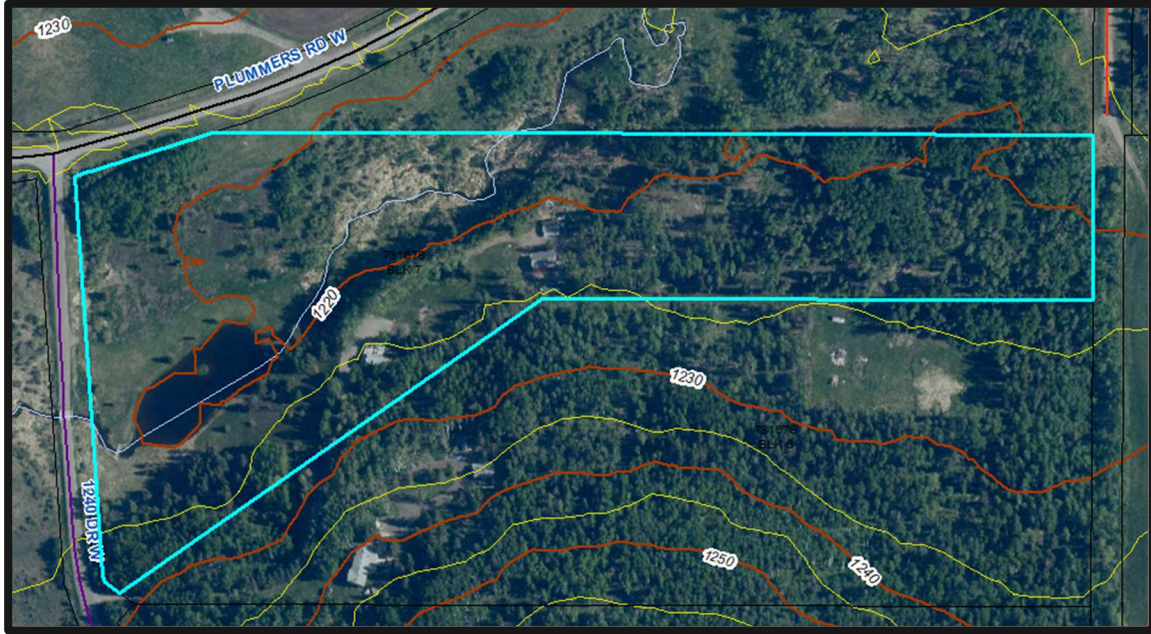


Access to the two proposed lots is proposed through a shared approach on an extension to 240 Street West, with the existing access by easement to be retained for the balance parcel.



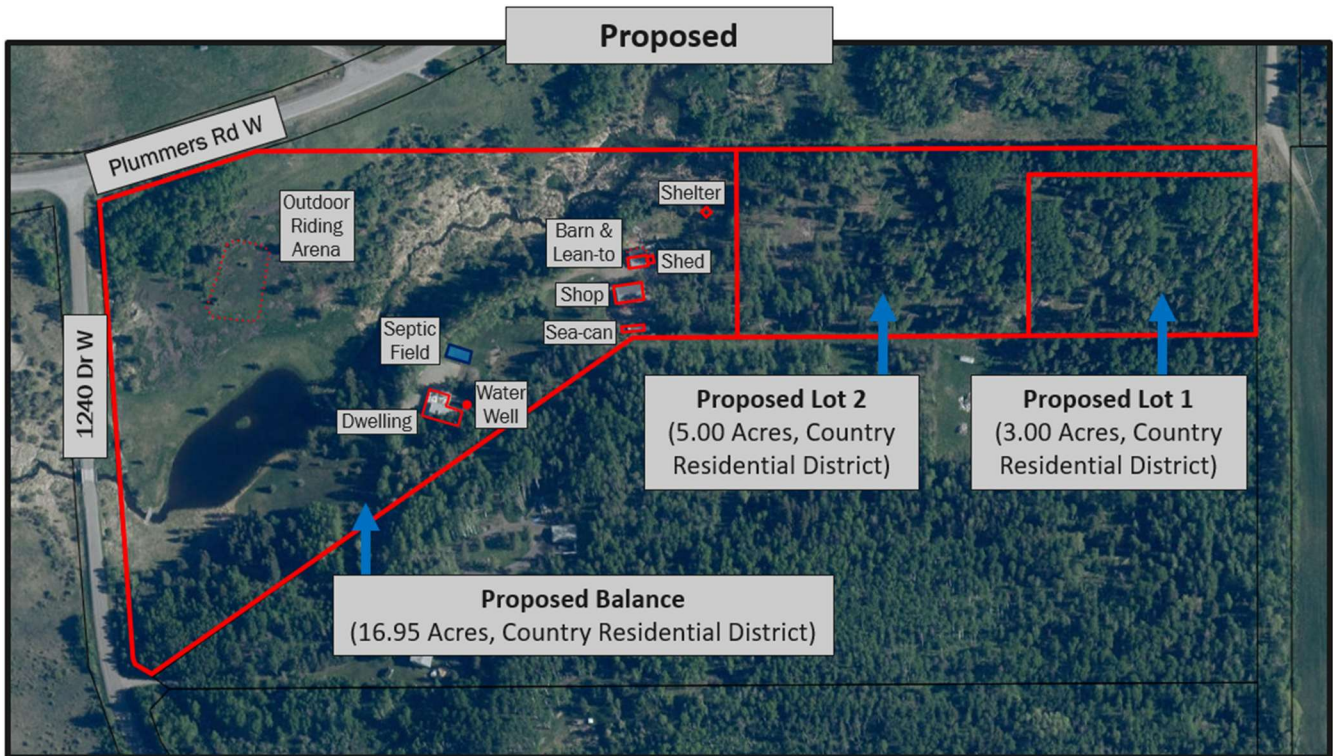
Physiography:

The parcel lies within the rolling, hummocky foothills physiographic setting of Foothills County, with moderate to high relief that creates a distinct rural hillside landscape. The subject parcel is forested interspersed with clearings, with some of the parcel being covered by slopes exceeding 15%. A creek valley (Pothole Creek) crosses the northwest of the parcel, with low, wetter terrain and a licensed man-made pond; the application proposes to protect this area with an Environmental Reserve Easement, as shown in the site plan in Appendix A.



Existing Development:

Existing developments include a dwelling, shop, sea-can, barn/lean-to, shed, shelter, outdoor riding arena, water well and septic field. The sea-can does not meet the 15 m setback requirement to the south boundary line and would require approval to remain on the proposed balance parcel if it will be less than 21 acres; a Development Permit at the subdivision stage would solve both of these issues.



Environmental Reserve or Environmental Reserve Easement

Sections 664(1) and 664(1.1) of the Municipal Government Act, allow the subdivision authority the ability to request Environmental Reserve or Environmental Reserve Easement if lands consist of swamps, gullies, ravines, coulees, or natural drainage, and/or are subject to flooding or are abutting the bed and shore of any body of water, in order to preserve the natural features of the land, to prevent pollution of the land, ensure public access to a body of water or prevent development of land where there is a significant risk of personal injury or property damage.

Environmental Reserve is provided as a separate parcel identified as ER, to be owned by the County, and maintained in its natural state or used as a park space.

Conditional to the mutual agreement of the County and the landowner, an Environmental Reserve Easement can be provided as an alternative to Environmental Reserve. With an Easement, the lands are retained by the landowner, are identified as ERE, and provide that the lands are to be maintained and protected by the landowner in their natural state.

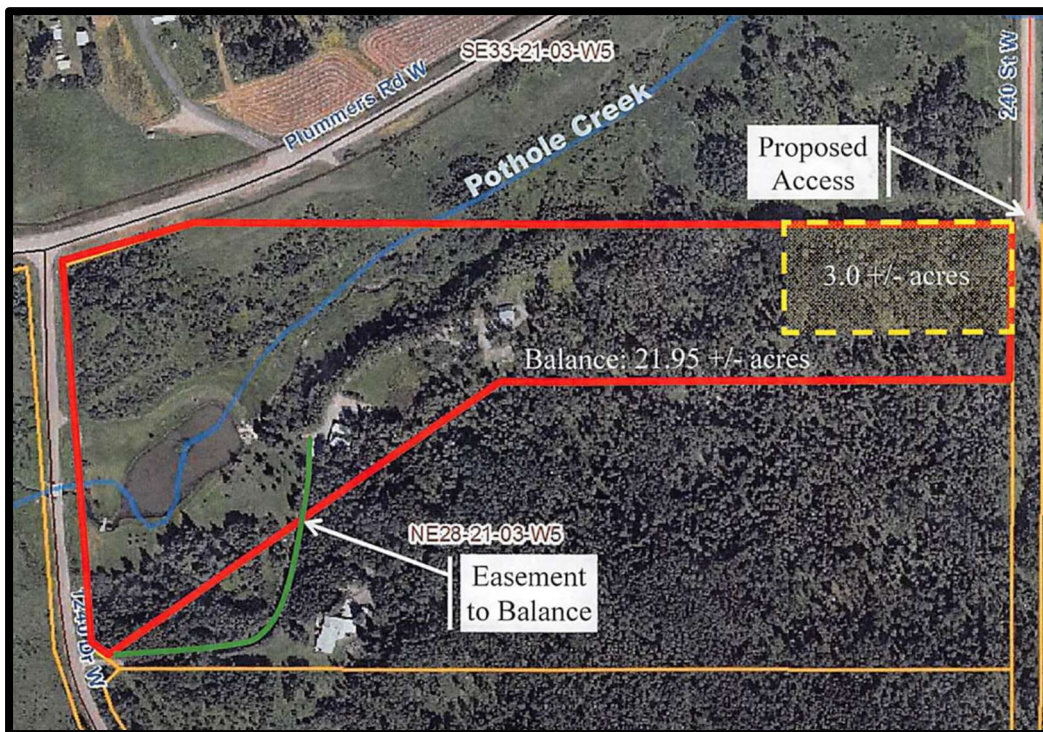
Further to this, Section 663(a), (b) and (c), provides that should the subdivision be the first parcel out of a quarter section, be larger than 16 Hectares, smaller than 0.8 Hectares, or reserves have already been provided, that Environmental Reserve or Environmental Reserve Easement “may” not be required.

The applicant is proposing to provide a 8.43 +/- acre Environmental Reserve Easement (ERE) as shown on the site plan in Appendix A to protect the environmentally sensitive lower portion of the parcel associated with Pothole Creek and the pond area.

HISTORY

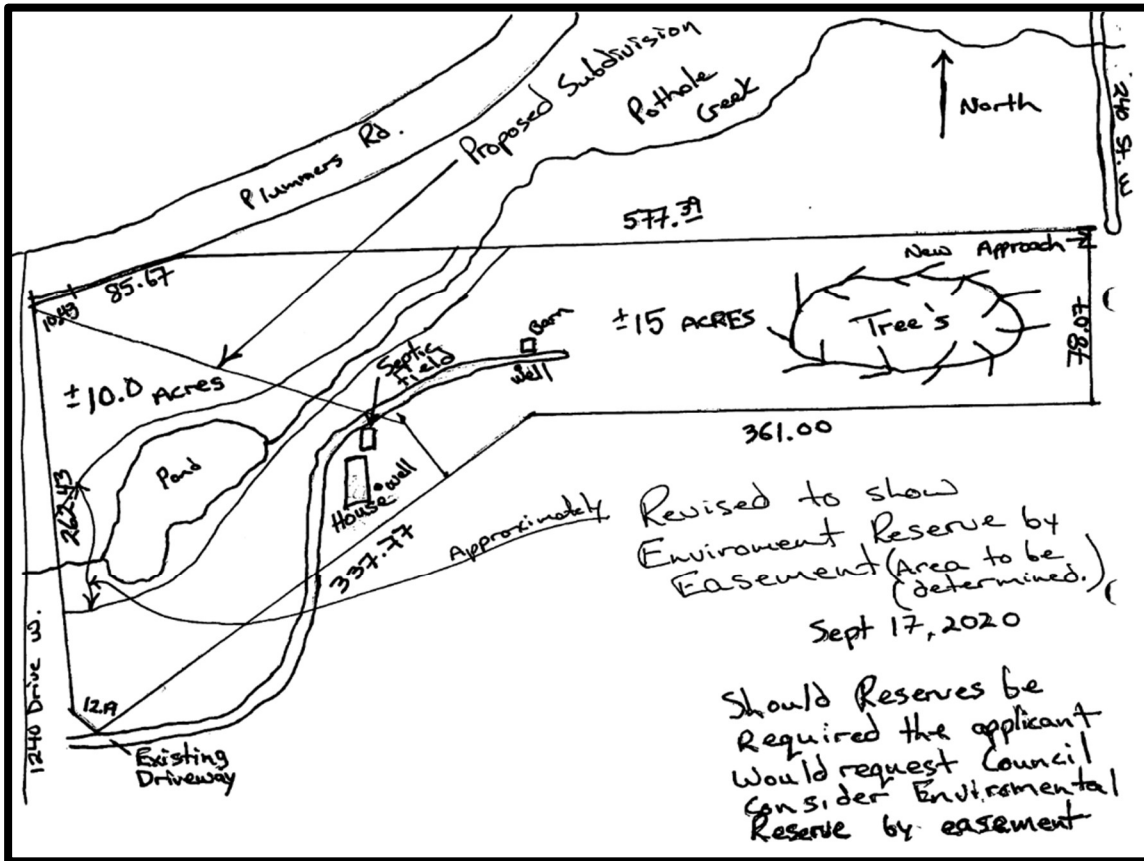
June 5, 2013 – Council refused an application for an amendment to the Country Residential Land Use District land use rules, which would have allowed for a future subdivision of a +/- 3 acre Country Residential lot with a +/- 21.95 acre balance Country Residential balance parcel on the subject parcel, for the below reasons:

In consideration of the criteria noted within Policy 3 in the Residential Section of the MDP2010, Council is of the opinion that the application does not adequately address the intent of the Residential policy with respect to the cumulative effects of the development. In addition, Council believes that the proposed parcel is unsuitable for development due to concerns regarding high water table.



December 2, 2020 – Council refused an application for an amendment to the Country Residential Land Use District, which would have allowed for the future subdivision of one +/- 10.0 acre Country Residential lot with a +/- 14.95 acre Country Residential balance parcel on the subject parcel, for the below reasons:

In consideration of the criteria noted within Residential Policies 3 and 9 of the MDP2010, Council is of the opinion that the application does not adequately address the intent of the policy with respect to the cumulative effects of the development, the efficient use of the land, the environmental impact and the suitability of the lands for further development.



REFERRAL CIRCULATION

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Public Works	<ul style="list-style-type: none"> Property is currently accessed via easement, with the balance proposed to retain the same. Council could choose to allow this, or require the balance to access via the proposed extension of 240 Street W. New approaches are to be constructed to current municipal standards and will be included in road inspections. Agree with the proposed ERE over Pothole Creek and its riparian area. Recommend the applicant confirm with Alberta Environment that the proposed setbacks from pond are acceptable to their department.

CIRCULATION REFERRALS	
	<ul style="list-style-type: none"> • The proposed extension of 240 Street W will require construction to current standards complete with engineered design and cost estimates, as well as proof of insurance. • Grades through the proposed extension are approaching excessive road grade policy requirements for surfacing. Recommend that at detailed design efforts are made to reduce the grade to 7% so that the road is suitable for MRO surfacing if desired in future. • Council could consider a one time contribution to dust control for 200m south from Plummers Road. Pothole Creek Bay is east of 240 St W and dust concerns may arise from increased traffic. At \$1200/100m = \$2400. • If the proposed driveway alignments contain slopes in 12% or greater, an engineered driveway plan will be required. • Septic Disposal Evaluation (PSTS) and Building Envelopes to be provided at subdivision. • Lot Grading/Overland Drainage Plan to be provided at Development Permit. • A 5m road widening will need to be taken by caveat along 240 Street West.
EXTERNAL	
Meota Gas Co-op	<ul style="list-style-type: none"> • Meota Gas Co-operative has no issue with this application. • Meota would require a Utility Right-of-Way registered on both lots should subdivision approval be completed.
PUBLIC	
Western Wheel	April 29 and May 6, 2026.
Landowners	No submissions received prior to the submission of this staff report.

POLICY EVALUATION

Municipal Development Plan (MDP2010):

The application generally meets the intent of Policies 3 and 9 of the Residential section of the MDP2010, which provides that residential parcels should consider their compatibility with the surrounding area and their impact on the agricultural industry. The development must also consider the suitability of the lands for residential use and the efficient use of land.

Policy 5 of the Environmental Conservation & Open Space section of the MDP2010 provides that an Environmental Reserve Easement may be designated on features that are not suitable for development.

Growth Management Strategy:

The subject parcel is located within the Northwest District of the Growth Management Strategy. The vision for the Northwest District identifies that lands could likely accommodate minimal to moderate growth in the form of both country residential and cluster residential development with careful consideration of the potential impacts on wildlife habitat and water shed areas.

Land Use Bylaw 60/2014:

The application meets the density requirements and lot size restrictions as set out in Section 13.1.6.2 of the Country Residential District within the County’s Land Use Bylaw. The existing sea-can along the south boundary line of the proposed balance parcel does not meet setback requirements.

SUMMARY

Bylaw XX/2026 - Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new 3.0 +/- acre and one new 5.0 +/- acre Country Residential lots, leaving a 16.95 +/- acre Country Residential balance parcel on Plan 731679, Block 7; Ptn. NE 28-21-03 W5M. The application proposes to protect 8.43 +/- acres of the proposed 16.95 +/- balance parcel with an Environmental Reserve Easement.

OPTIONS FOR COUNCIL CONSIDERATION

OPTION #1 – FIRST READING APPROVAL

Council may choose to grant 1st reading to the application for amendment to the Country Residential District Land Use rules to allow for the future subdivision of 1 x +/- 3.0 acre and 1 x +/- 5.0 acre Country Residential District lot and the protection of +/- 8.43 acres of the proposed +/- 16.95 acre balance parcel with an Environmental Reserve Easement, for the following reasons:

Council is supportive of the application, as it is considered to be in alignment with the intent of the Residential section of the MDP2010, specifically with respect to directing additional Country Residential development to lands already zoned Country Residential.

Staff suggests Country Residential Sub-District “A” for the proposed parcels to ensure that the recommendations and restrictions as outlined within the building envelopes and septic disposal evaluation are complied with, to the satisfaction of the Public Works department. A completion certificate by a Professional Engineer verifying that all aspects of the noted reports have been met may be required. Council may also wish to require a \$5,000.00 deposit as a pre-release condition to ensure compliance with all conditions of the development permit.

Recommended Conditions for Option #1:

1. Landowners are to fully execute and comply with all requirements as outlined within the Municipal Development Agreement for the purposes of external road construction and payment of the Community Sustainability Fee and any other necessary municipal and on-site improvements as required by Council and the Public Works department.
2. Proof of adequate water supply to be provided for the proposed +/- 3.00 and +/- 5.00 acre parcels in accordance with the Provincial Water Act, to the satisfaction of the County;
3. Landowners are to submit a development permit application to bring the sea-can into compliance with the Land Use Bylaw, as a condition of subdivision.
4. Final amendment fees to be submitted.
5. Submission of an executed subdivision application and the necessary fees.

OPTION #2 – REFUSAL

Council may choose to refuse the application for amendment to the Country Residential District Land Use rules to allow for the future subdivision of 1 x +/- 3.0 acre and 1 x +/- 5.0 acre Country Residential District lot and the protection of +/- 8.43 acres of the proposed +/- 16.95 acre balance parcel with an Environmental Reserve Easement, for the following reasons:

In consideration of the criteria noted within the Residential section of the MDP2010, Council is of the opinion that the application does not adequately address the intent of the policy with respect to the cumulative effects of the development and the environmental impact and the suitability of the lands for further development.

APPENDICES

APPENDIX A – MAP SET

LOCATION MAP

LAND USE – HALF MILE MAP

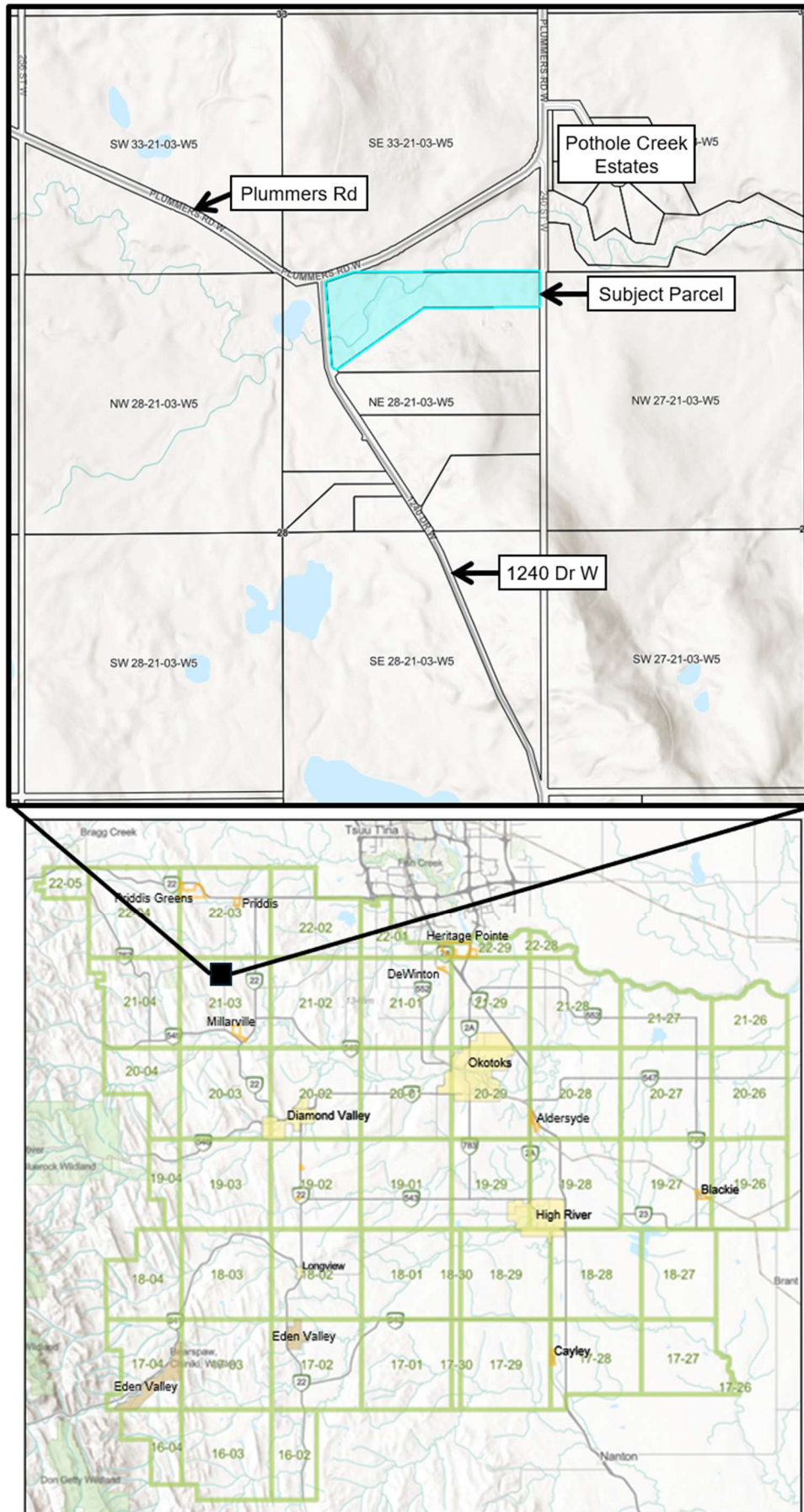
PARCEL SIZES – HALF MILE MAP

SITE PLANS

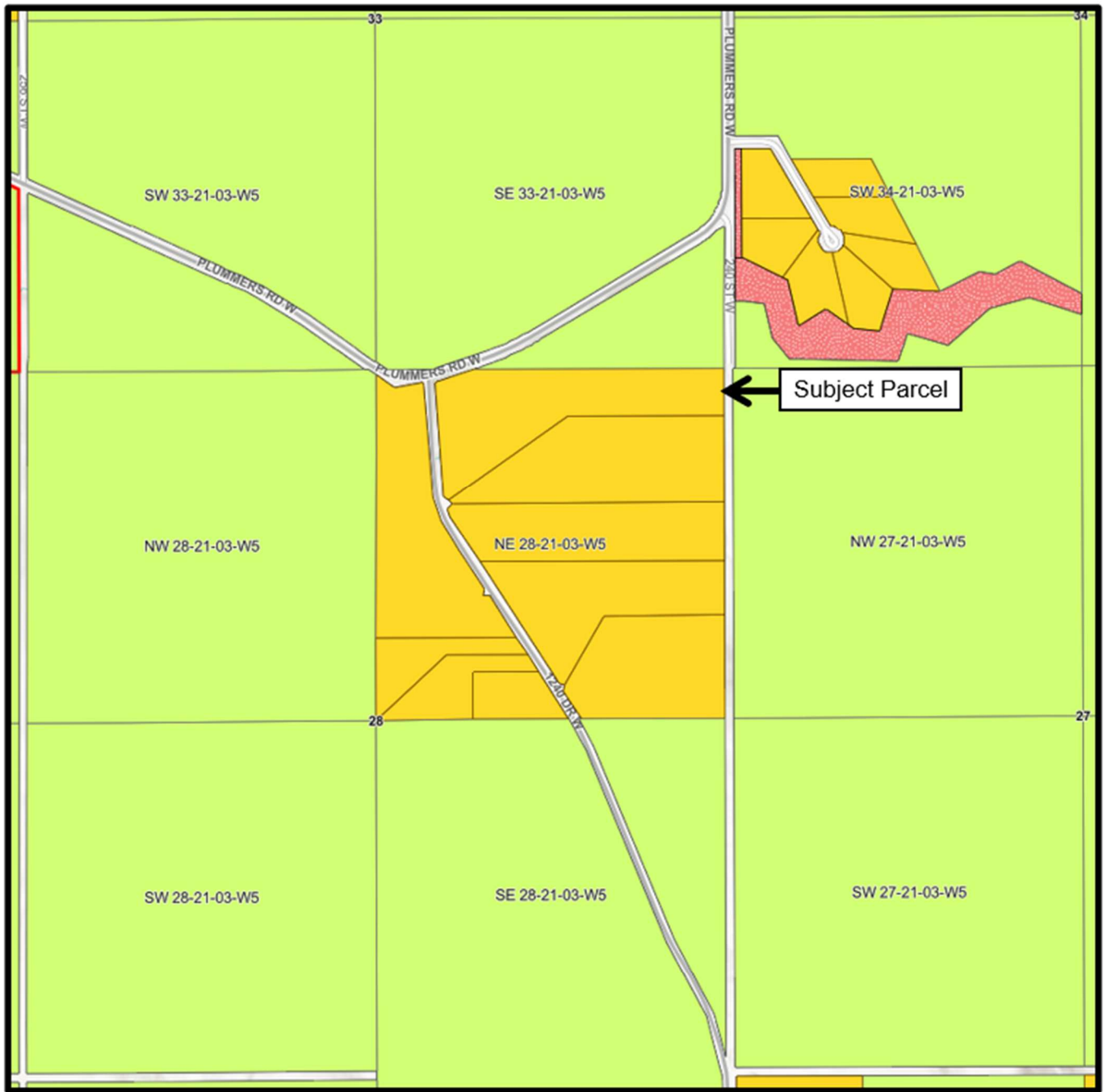
ORTHO PHOTO







APPENDIX B – DRAFT BYLAW

APPENDIX A – LOCATION MAP

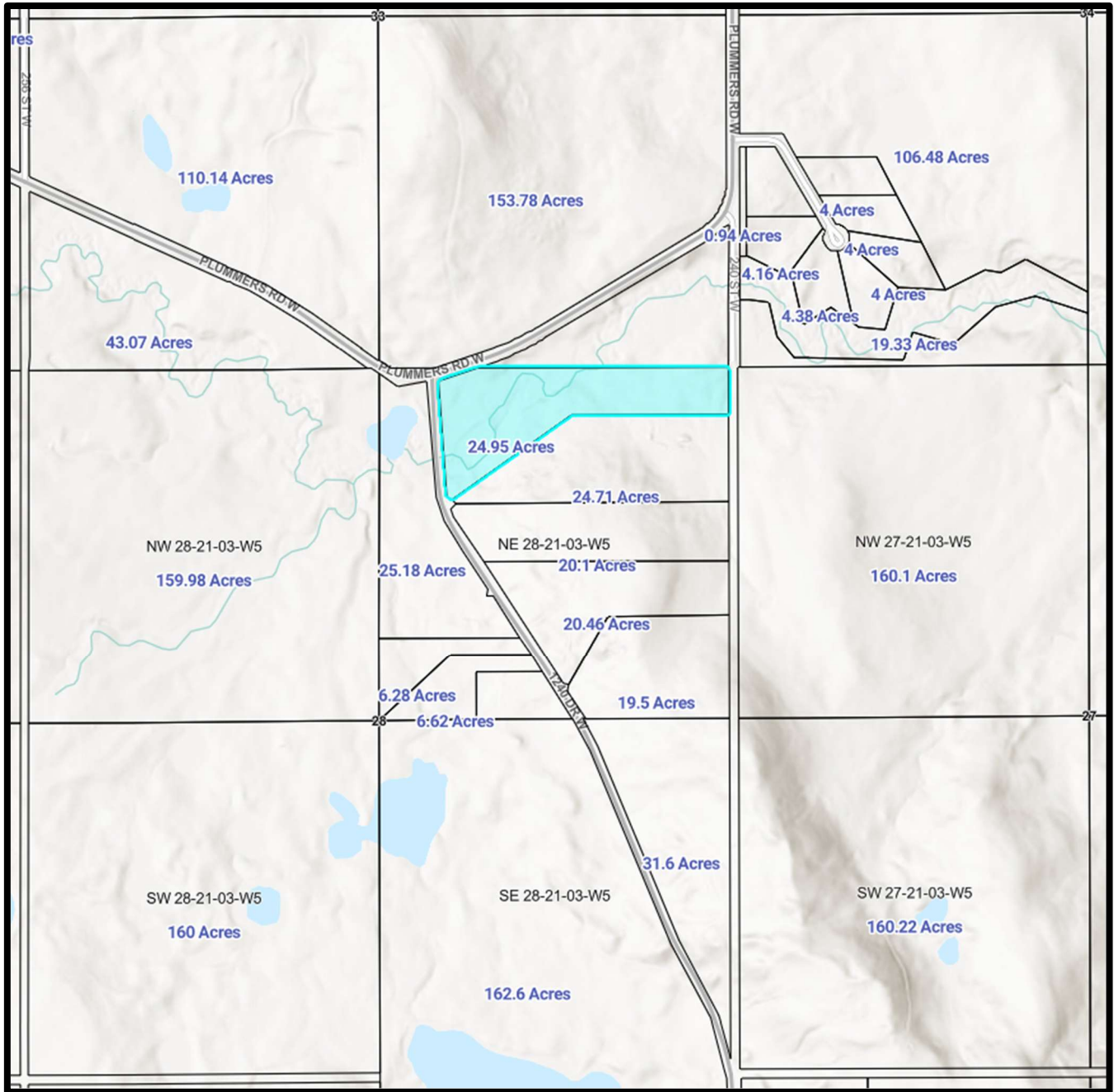


APPENDIX A – LAND USE – HALF MILE MAP

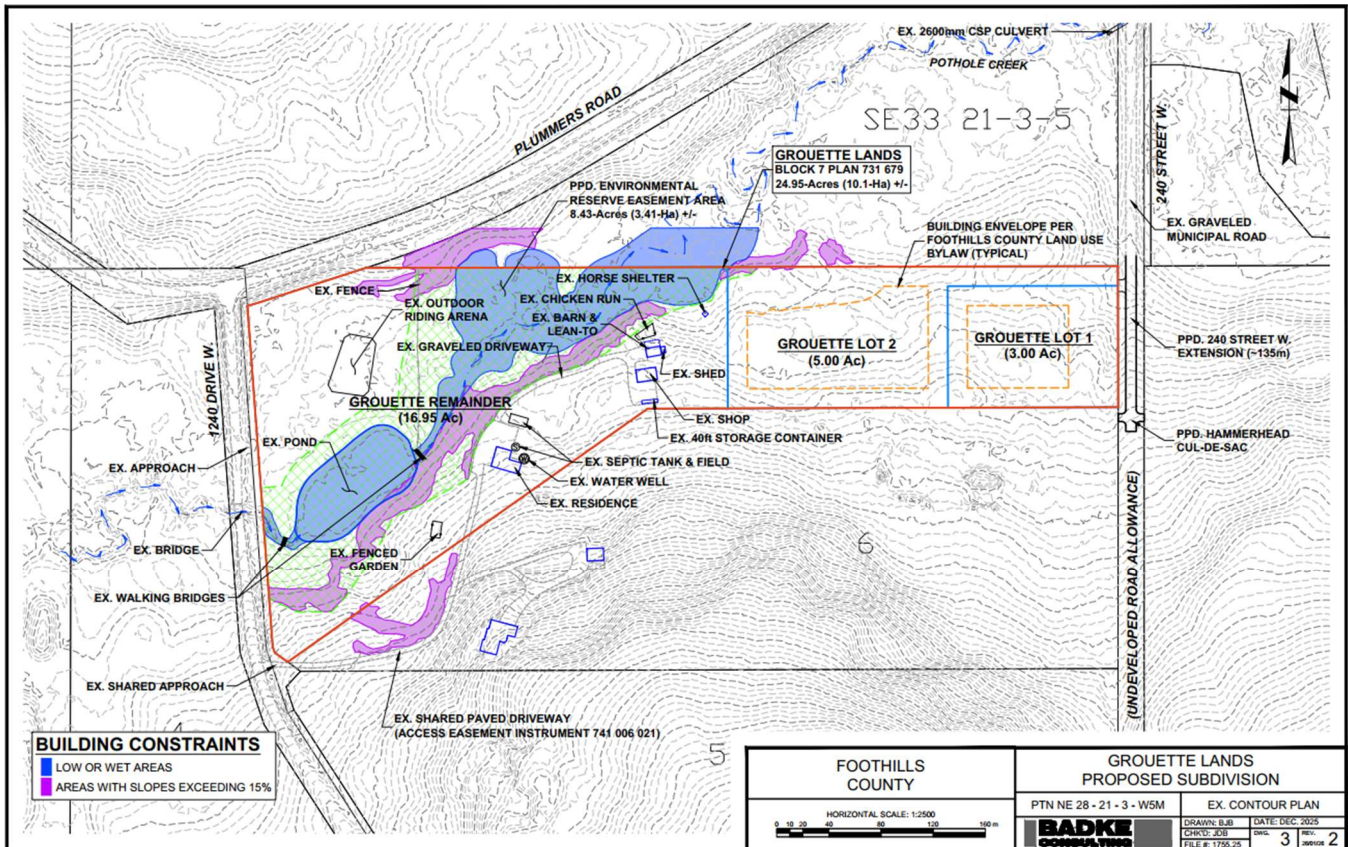
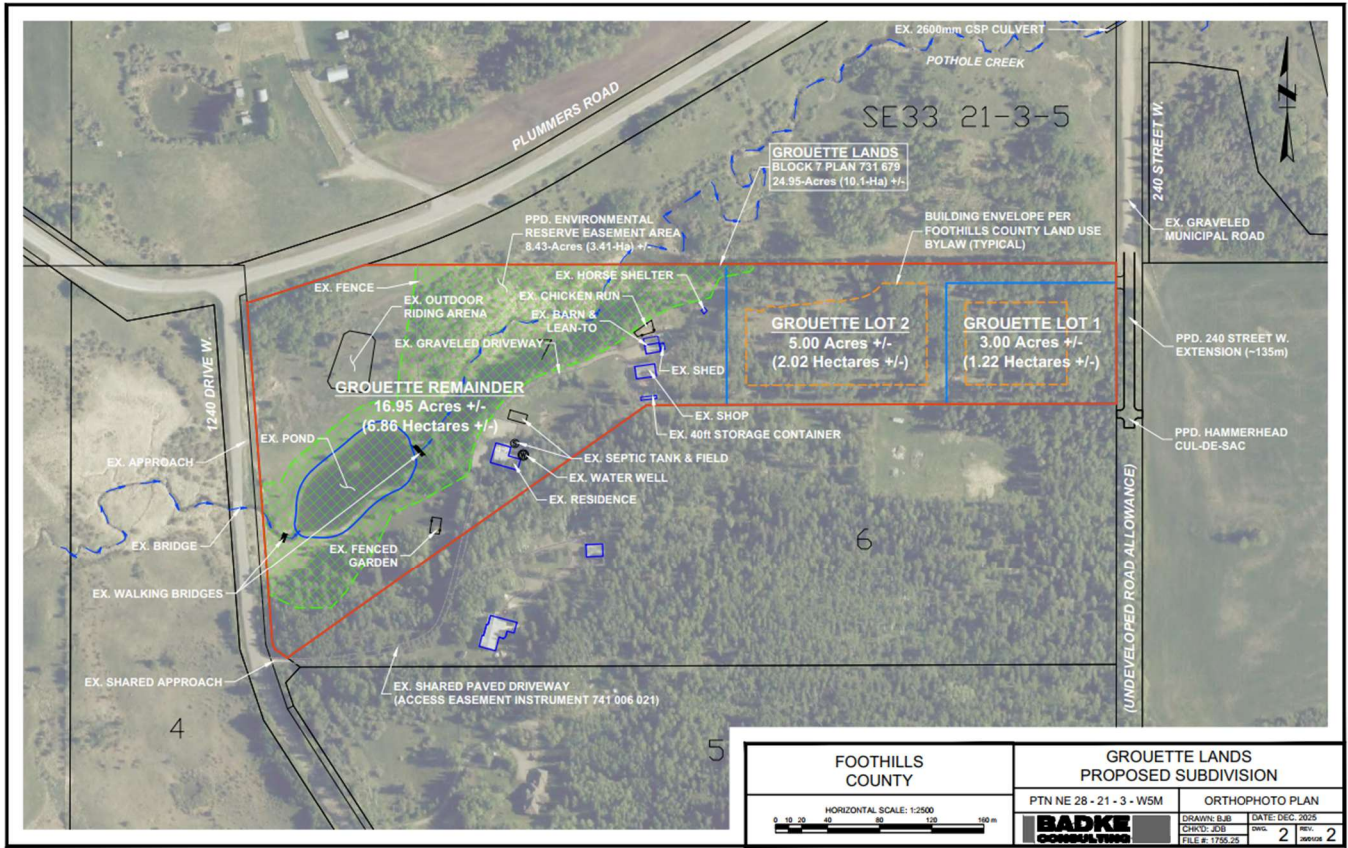


Land Use Districts	
	A- Agricultural
	AA- Agricultural Sub A
	CR- Country Residential
	CRA- Country Residential Sub A
	ER- Environmental Reserve
	MR- Municipal Reserve

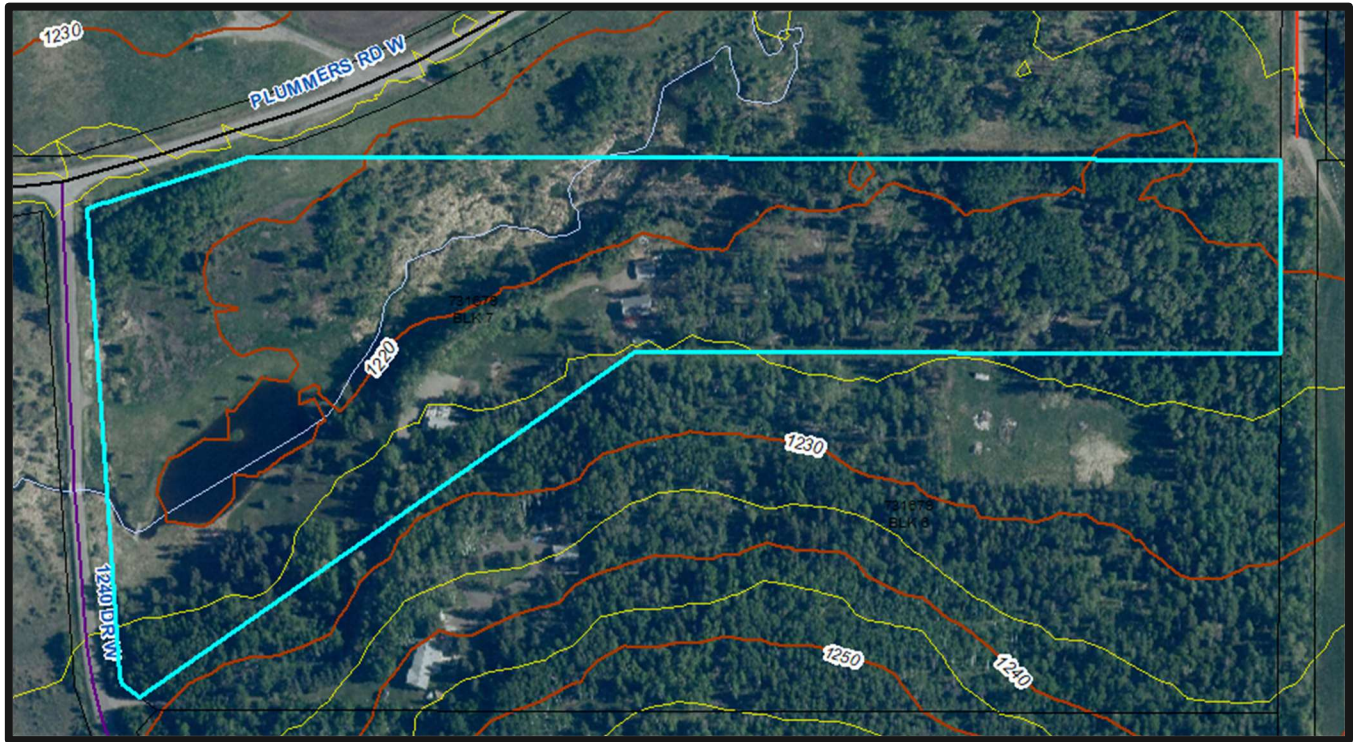
APPENDIX A – PARCEL SIZES – HALF MILE MAP



APPENDIX A – SITE PLANS



APPENDIX A – ORTHO PHOTO



BYLAW XX/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED.

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto;

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new 3.0 +/- acre and one new 5.0 +/- acre Country Residential lots, leaving a 16.95 +/- acre Country Residential balance parcel on Plan 731679, Block 7; Ptn. NE 28-21-03 W5M. The application proposes to protect 8.43 +/- acres of the proposed 16.95 +/- balance parcel with an Environmental Reserve Easement.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Under SECTION 13.0.0 COUNTRY RESIDENTIAL DISTRICT, the following shall be added under Part 8 Bylaw Amendments:

Plan 731679, Block 7; Ptn. NE 28-21-03 W5M within which shall allow for the future subdivision of one new 3.0 +/- acre and one new 5.0 +/- acre Country Residential lots, with a 16.95 +/- acre Country Residential balance parcel, 8.43 +/- acres of which will be protected by an Environmental Reserve Easement.

2. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING:

Reeve

CAO

SECOND READING:

Reeve

CAO


THIRD READING:

Reeve

CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

**PUBLIC HEARINGS AND MEETINGS
 PLANNING AND DEVELOPMENT REPORT TO COUNCIL
 LAND USE AMENDMENT
 May 13, 2026
 To be heard at: 2:30 PM**

APPLICATION INFORMATION	FILE NO. 26R011
	LEGAL DESC.: Ptn. NE 28-21-3 W5; Plan 731679 Blk 6
	LANDOWNERS: Megan Patricia Hurley
	AGENT: Jeff Badke – Badke Consulting Ltd.
	AREA OF SUBJECT LANDS: 24.71 Acres
	CURRENT LAND USE: Country Residential District
PROPOSAL: Amendment to the Country Residential District Land Use rules to allow for the future subdivision of 1 x +/- 5.80 acre Country Residential District lot, leaving a +/- 18.91 acre balance parcel.	
DIVISION NO: 3	COUNCILLOR: Laura Kendall
FILE MANAGER: Elliott Salmon	

EXECUTIVE SUMMARY

Summary of Proposal:

The application proposes a Land Use Bylaw amendment for NE 28-21-3 W5M; Plan 731679, Block 6 to enable the subdivision of one new +/- 5.80 ac Country Residential District parcel to contain the existing dwelling with a +/- 18.91 ac balance parcel for a future new home.

Location:

The subject is located:

- Southeast of the intersection of Plummers Road West and 1240 Drive West;
- Approximately 300 m southwest of Pothole Creek Estates.
- Approximately 4 km east of Brown-Lowery Provincial Park; and
- Approximately 6 km north of the Hamlet of Millarville.

Policy Evaluation:

Reviewed within the terms of the:

- Municipal Development Plan 2010 (MDP2010);
- Growth Management Strategy; and
- Land Use Bylaw 60/2014.

Referral Considerations:

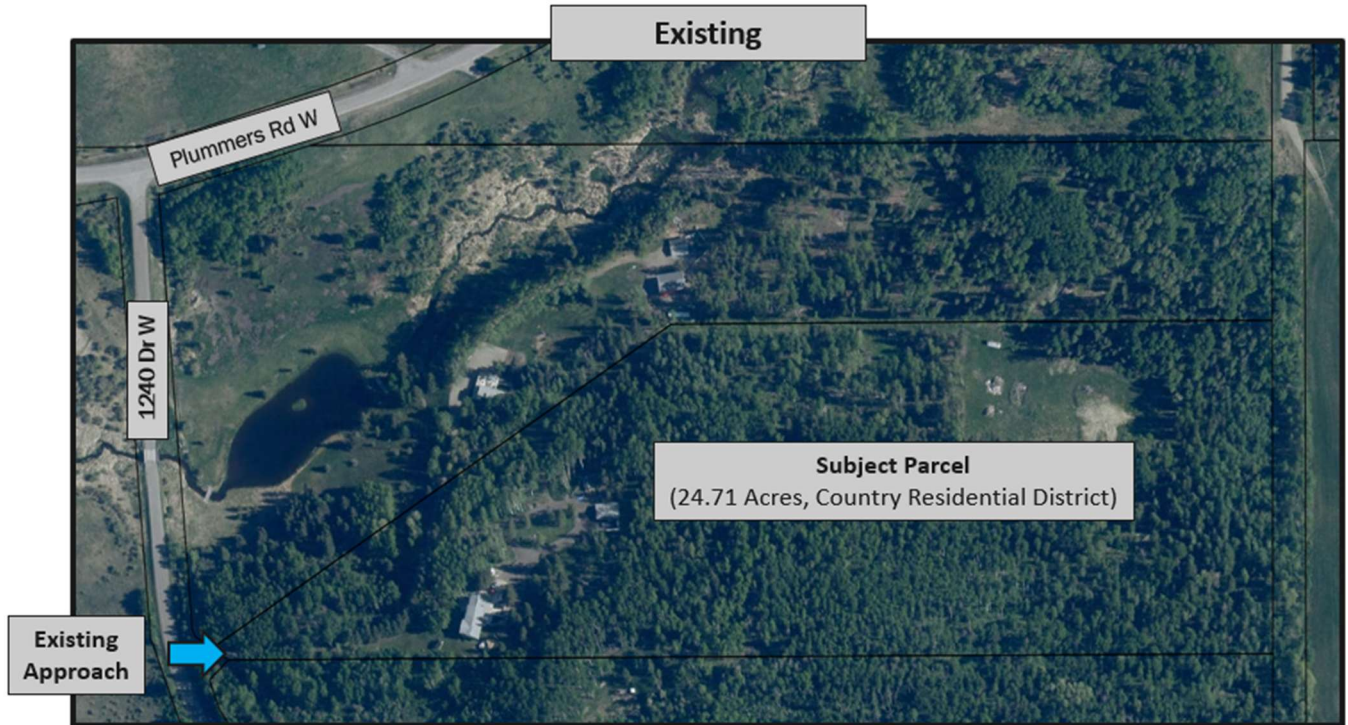
Referred to the required internal departments and external agencies.

SITE CONSIDERATIONS

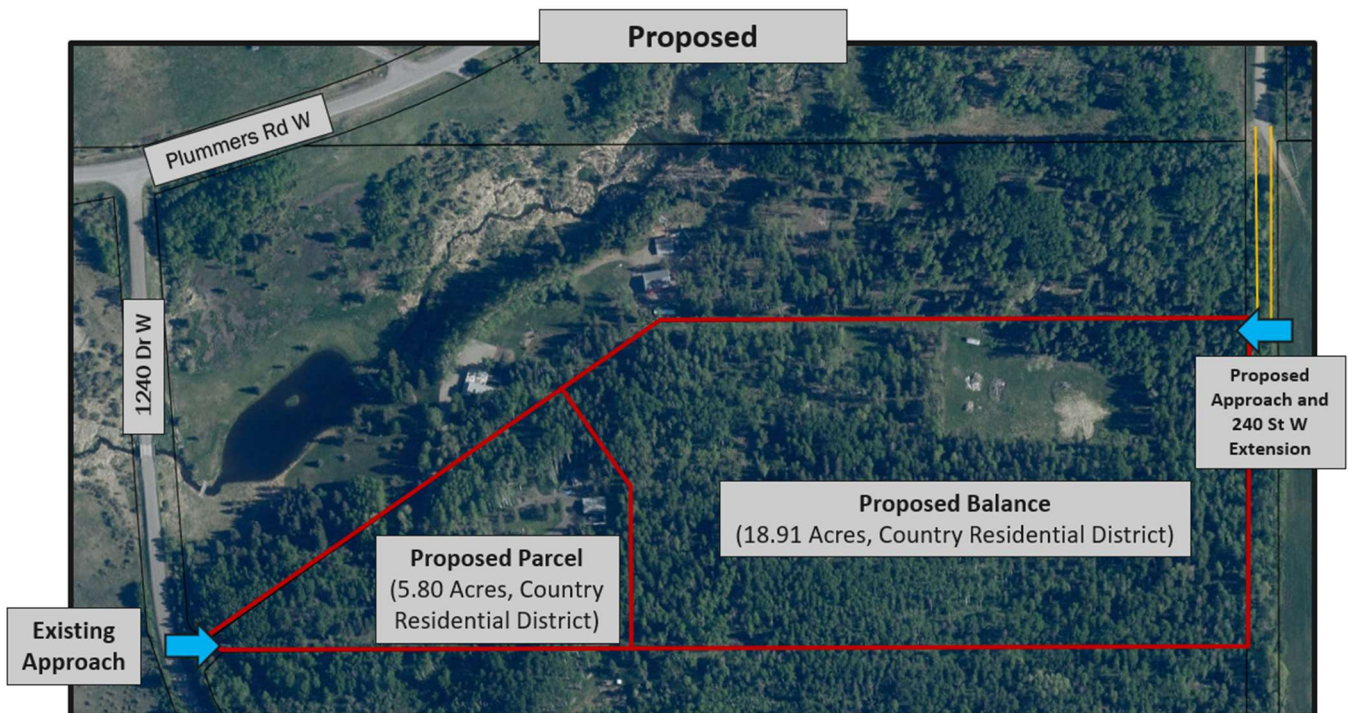
Access:

The subject property is currently accessed from 1240 Drive West via a shared approach and paved private driveway serving the existing building site. This shared access is secured through an access easement agreement with the neighbouring parcel to the north. The application proposes to retain this same shared

approach/driveway arrangement from 1240 Drive West for the proposed +/- 5.80 ac parcel, which surrounds the existing residence and garage.

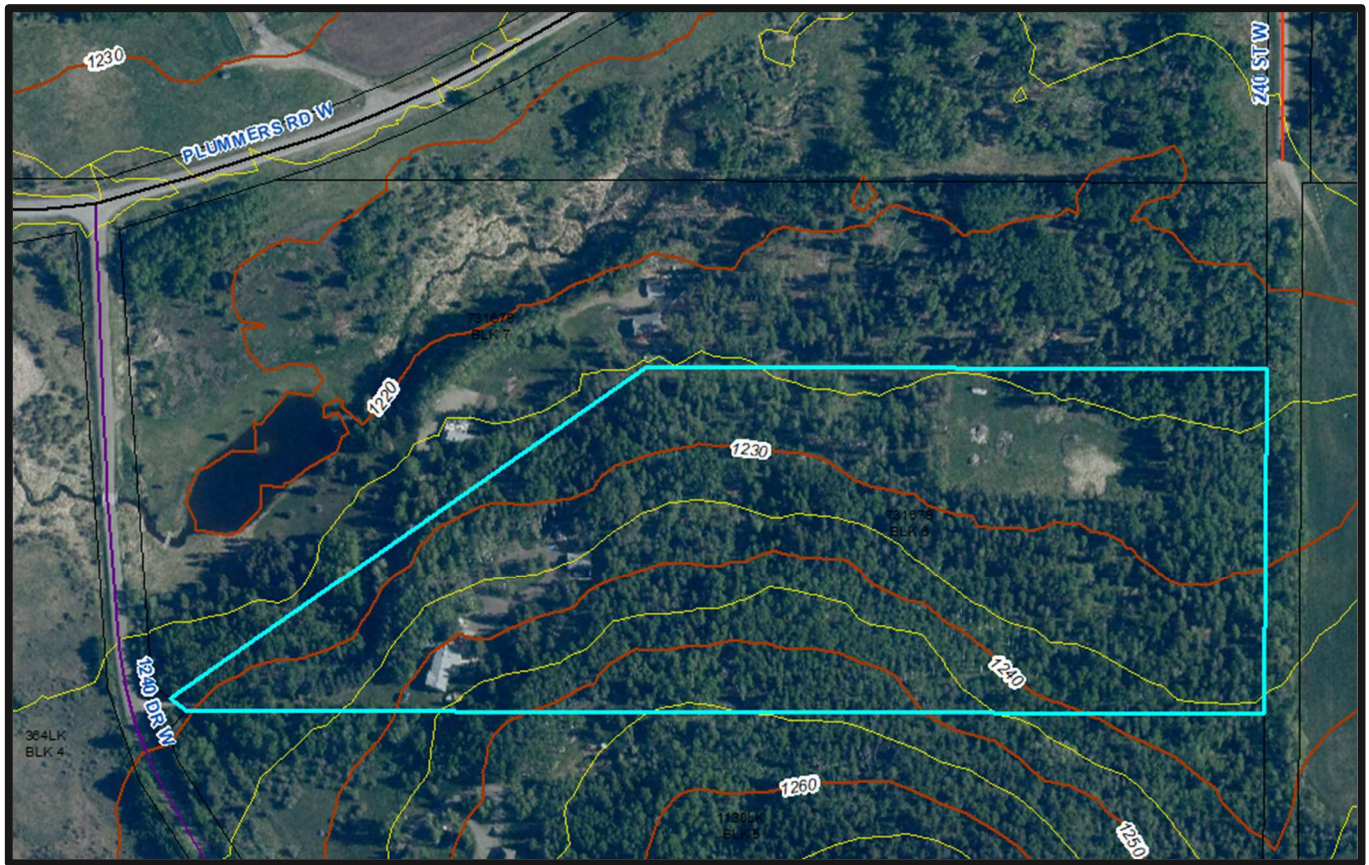


Access to the balance parcel to the east would be provided by extending 240 Street West approximately 135 m as an 8 m wide gravel municipal road terminating in a hammerhead cul-de-sac.



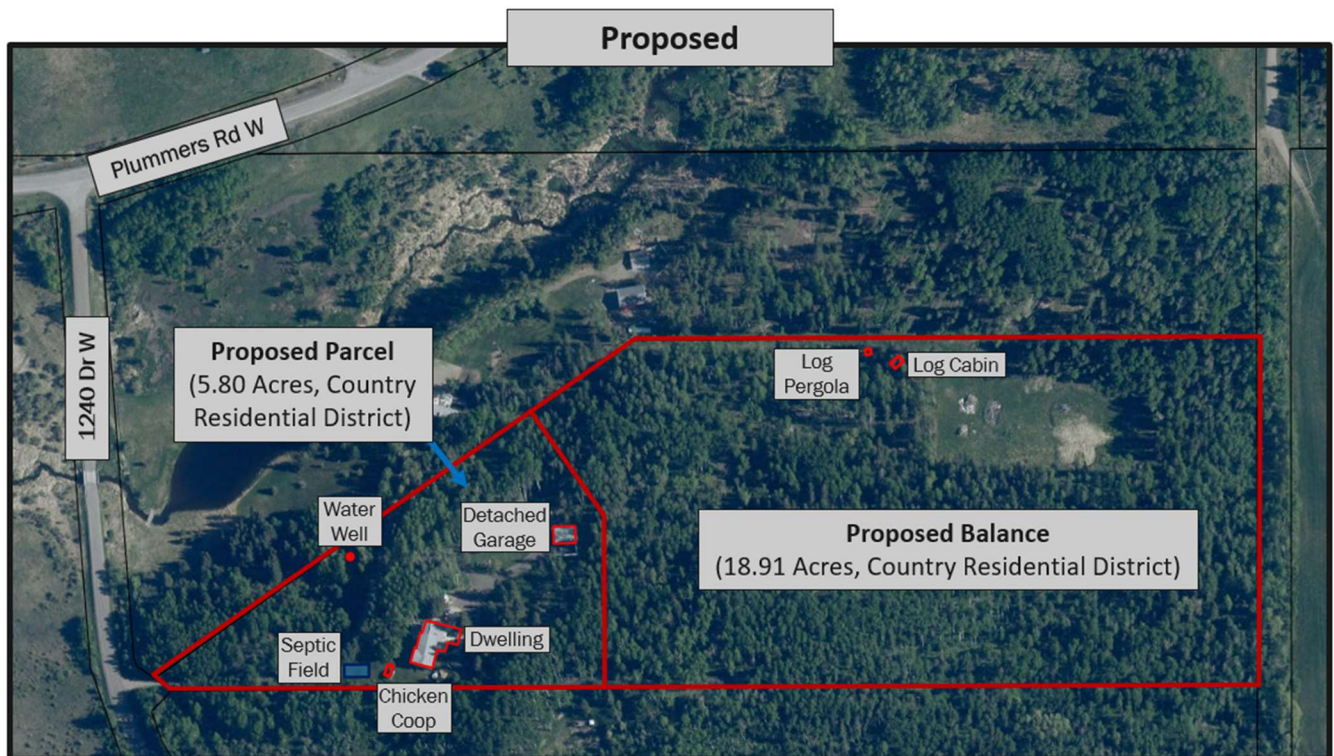
Physiography:

The parcel lies within the rolling, hummocky foothills physiographic setting of Foothills County, with moderate to high relief that creates a distinct rural hillside landscape. The subject parcel is predominantly forested interspersed with clearings, with much of the parcel being covered by slopes exceeding 15% as shown in the site plan in Appendix A.



Existing Development:

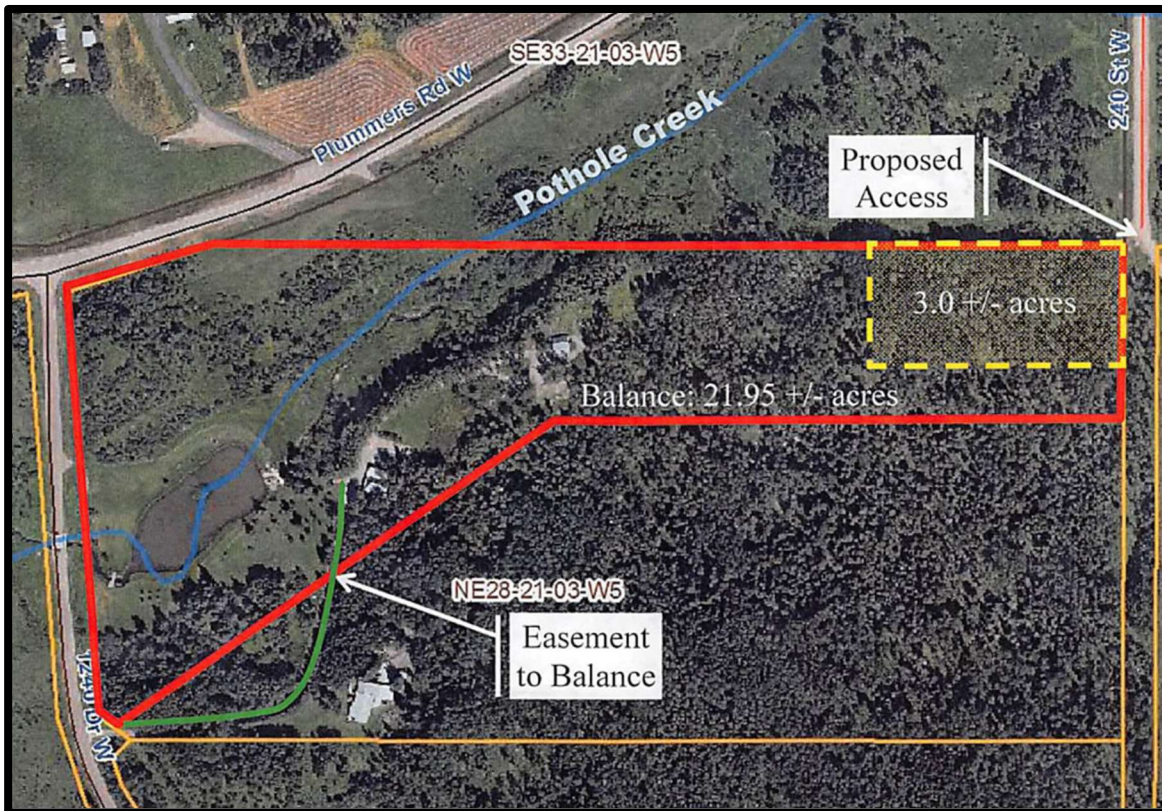
Existing developments include a dwelling, detached garage, chicken coop, log pavilion, and log accessory building. The Log Cabin is located 10.33 m from the north boundary, the Dwelling is located 10.43 m from the south boundary, and the Chicken Coop is located 4 m from the south boundary; all of which have the benefit of Development Permits for Relaxation of Setbacks (10D128 and 25D318/Board Order D05/2026)



HISTORY

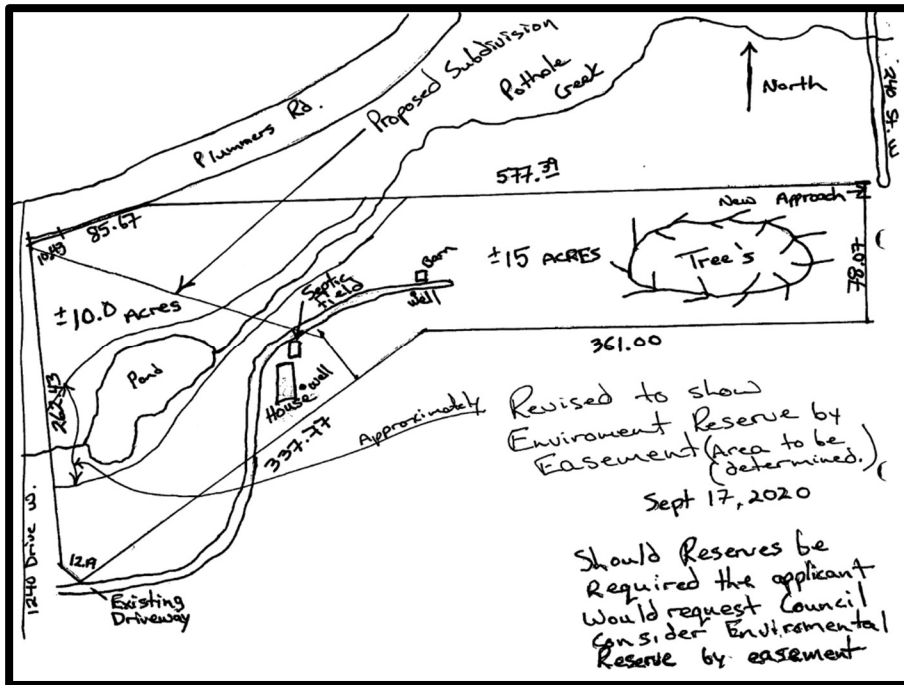
June 5, 2013 – Council refused an application for an amendment to the Country Residential Land Use District land use rules, which would have allowed for a future subdivision of a +/- 3 acre Country Residential lot with a +/- 21.95 acre balance Country Residential balance parcel within Plan 731679, Block 7, the parcel immediately north of the subject parcel, for the below reasons:

In consideration of the criteria noted within Policy 3 in the Residential Section of the MDP2010, Council is of the opinion that the application does not adequately address the intent of the Residential policy with respect to the cumulative effects of the development. In addition, Council believes that the proposed parcel is unsuitable for development due to concerns regarding high water table.



December 2, 2020 – Council refused an application for an amendment to the Country Residential Land Use District, which would have allowed for the future subdivision of one +/- 10.0 acre Country Residential lot with a +/- 14.95 acre Country Residential balance parcel within Plan 731679, Block 7, the parcel immediately north of the subject parcel, for the below reasons:

In consideration of the criteria noted within Residential Policies 3 and 9 of the MDP2010, Council is of the opinion that the application does not adequately address the intent of the policy with respect to the cumulative effects of the development, the efficient use of the land, the environmental impact and the suitability of the lands for further development.



REFERRAL CIRCULATION

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Public Works	<ul style="list-style-type: none"> • Approaches are to be constructed to current municipal standards and will be included in the road inspections. • The proposed extension of 240 Street W will require construction to current standards complete with engineered design and cost estimates, as well as proof of insurance. • Grades through the proposed extension are approaching excessive road grade policy requirements for surfacing. Recommend that at detailed design efforts are made to reduce the grade to 7% so that the road is suitable for MRO surfacing if desired in future. • Council could consider a one time contribution to dust control for 200m south from Plummers Road. Pothole Creek Bay is east of 240 St W and dust concerns may arise from increased traffic. At \$1200/100m = \$2400. • If the proposed driveway alignments contain slopes in 12% or greater, an engineered driveway plan will be required. • The remainder contains slopes in excess of 15% - these will need to be excluded from the building envelope with a 30m setback. Otherwise, a slope stability analysis will be required if they are to be included. • Septic Disposal Evaluation (PSTS) and Building Envelopes to be provided at subdivision. • A 5m road widening will need to be taken by caveat along 240 Street West.

CIRCULATION REFERRALS	
EXTERNAL	
Meota Gas Co-op	<ul style="list-style-type: none"> • Meota Gas Co-operative has no issue with this application. • Meota request that a gas line Utility Right-of-Way be registered on the new lot should subdivision be approved.
PUBLIC	
Western Wheel	April 29 and May 6, 2026.
Landowners	No submissions received prior to the submission of this staff report.

POLICY EVALUATION

Municipal Development Plan (MDP2010):

The application generally meets the intent of Policies 3 and 9 of the Residential section of the MDP2010, which provides that residential parcels should consider their compatibility with the surrounding area and their impact on the agricultural industry. The development must also consider the suitability of the lands for residential use and the efficient use of land.

Growth Management Strategy:

The subject parcel is located within the Northwest District of the Growth Management Strategy. The vision for the Northwest District identifies that lands could likely accommodate minimal to moderate growth in the form of both country residential and cluster residential development with careful consideration of the potential impacts on wildlife habitat and water shed areas.

Land Use Bylaw 60/2014:

The application meets the density requirements and lot size restrictions as set out in Section 13.1.6.2 of the Country Residential District within the County’s Land Use Bylaw. The Log Pergola along the north boundary line of the proposed balance parcel does not meet setback requirements, and the Land Use Bylaw does not allow for accessory buildings to exist on a parcel that does not have an existing primary residence.

SUMMARY

Bylaw XX/2026 – Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new 5.8 +/- acre Country Residential lot, with a 18.91 +/- acre Country Residential balance parcel on Plan 731679, Block 6, NE 28-21-03 W5M.

OPTIONS FOR COUNCIL CONSIDERATION

OPTION #1 – FIRST READING APPROVAL

Council may choose to grant 1st reading to the application for amendment to the Country Residential District Land Use rules to allow for the future subdivision of 1 x +/- 5.80 acre Country Residential District lot, leaving a +/- 18.91 acre balance parcel, for the following reasons:

Council is supportive of the application, as it is considered to be in alignment with the intent of the Residential section of the MDP2010, specifically with respect to directing additional Country Residential development to lands already zoned Country Residential.

Staff suggests Country Residential Sub-District “A” for the proposed parcels to ensure that the recommendations and restrictions as outlined within the building envelopes, slope stability report, and

septic disposal evaluation are complied with, to the satisfaction of the Public Works department. A completion certificate by a Professional Engineer verifying that all aspects of the noted reports have been met may be required. Council may also wish to require a \$5,000.00 deposit as a pre-release condition to ensure compliance with all conditions of the development permit.

Recommended Conditions for Option #1:

1. Landowners are to fully execute and comply with all requirements as outlined within the Municipal Development Agreement for the purposes of external road construction and payment of the Community Sustainability Fee and any other necessary municipal and on-site improvements as required by Council and the Public Works department.
2. Proof of adequate water supply to be provided for the proposed +/- 18.91 acre balance parcel in accordance with the Provincial Water Act, to the satisfaction of the County;
3. Final amendment fees to be submitted.
4. Submission of an executed subdivision application and the necessary fees.

OPTION #2 – REFUSAL

Council may choose to refuse the application for amendment to the Country Residential District Land Use rules to allow for the future subdivision of 1 x +/- 5.80 acre Country Residential District lot, leaving a +/- 18.91 acre balance parcel, for the following reasons:

In consideration of the criteria noted within the Residential section of the MDP2010, Council is of the opinion that the application does not adequately address the intent of the policy with respect to the cumulative effects of the development and the environmental impact and the suitability of the lands for further development.

APPENDICES

APPENDIX A – MAP SET

LOCATION MAP

LAND USE – HALF MILE MAP

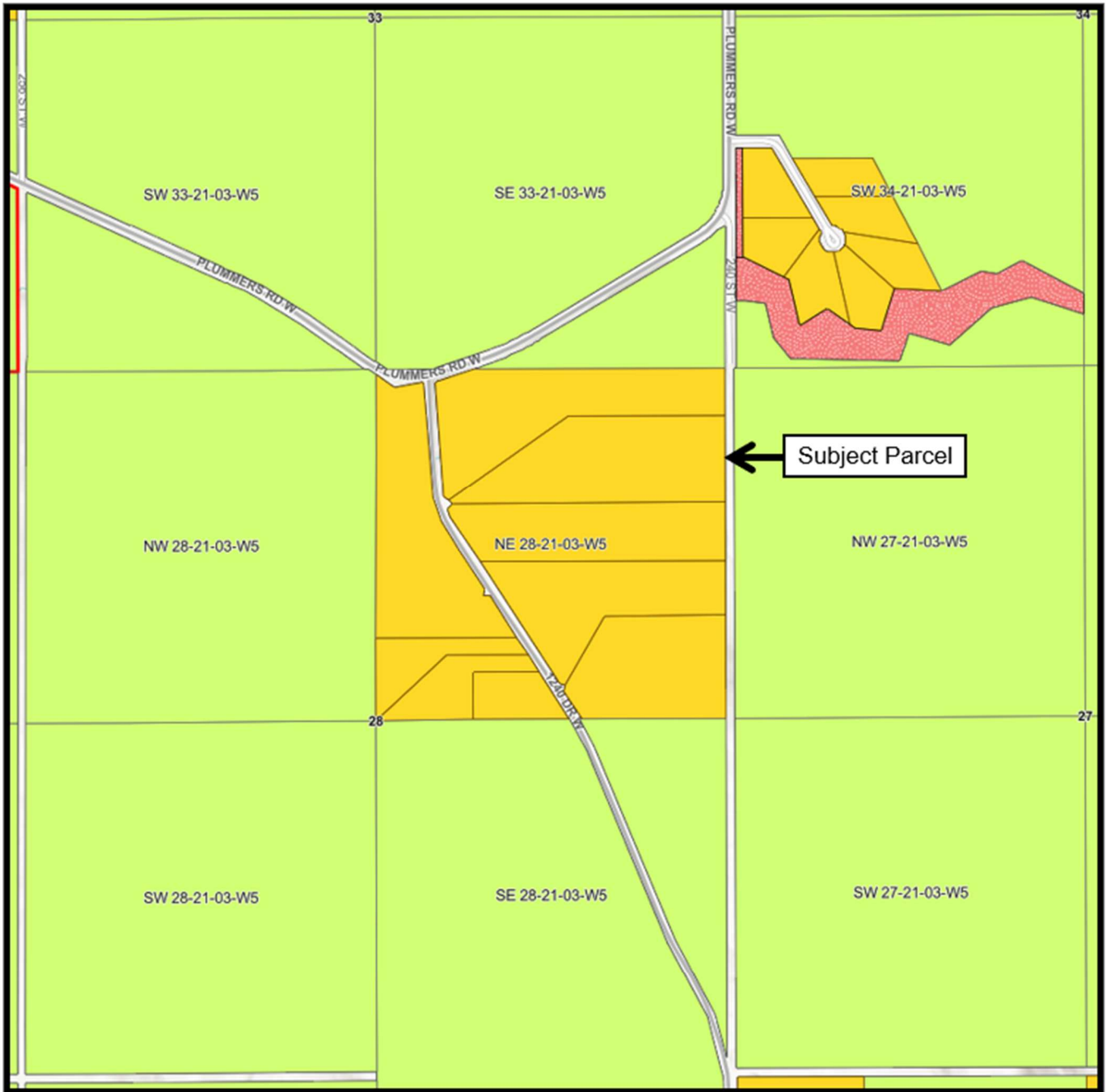
PARCEL SIZES – HALF MILE MAP







SITE PLANS

ORTHO PHOTO

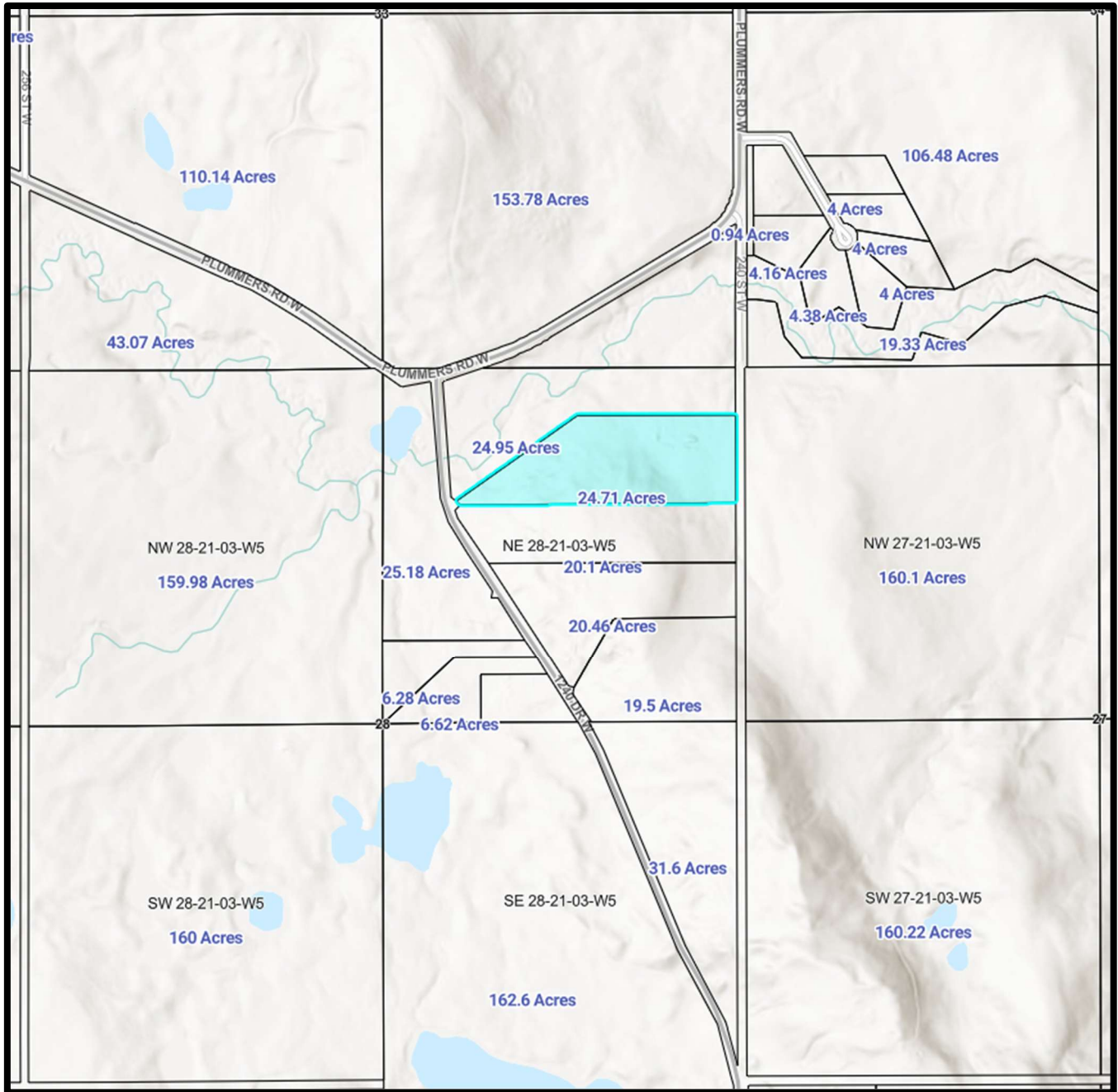
APPENDIX B – DRAFT BYLAW

APPENDIX A – LAND USE – HALF MILE MAP

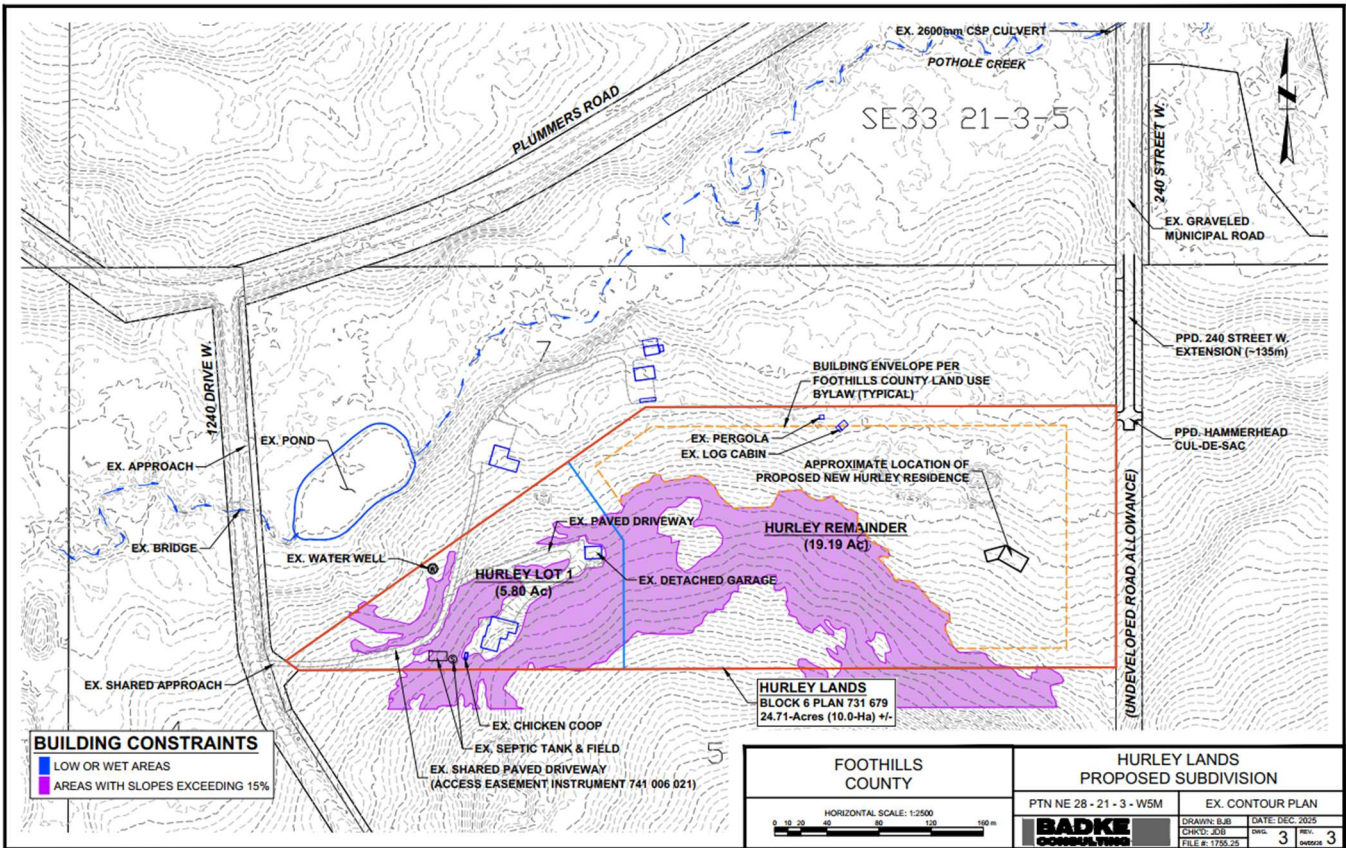
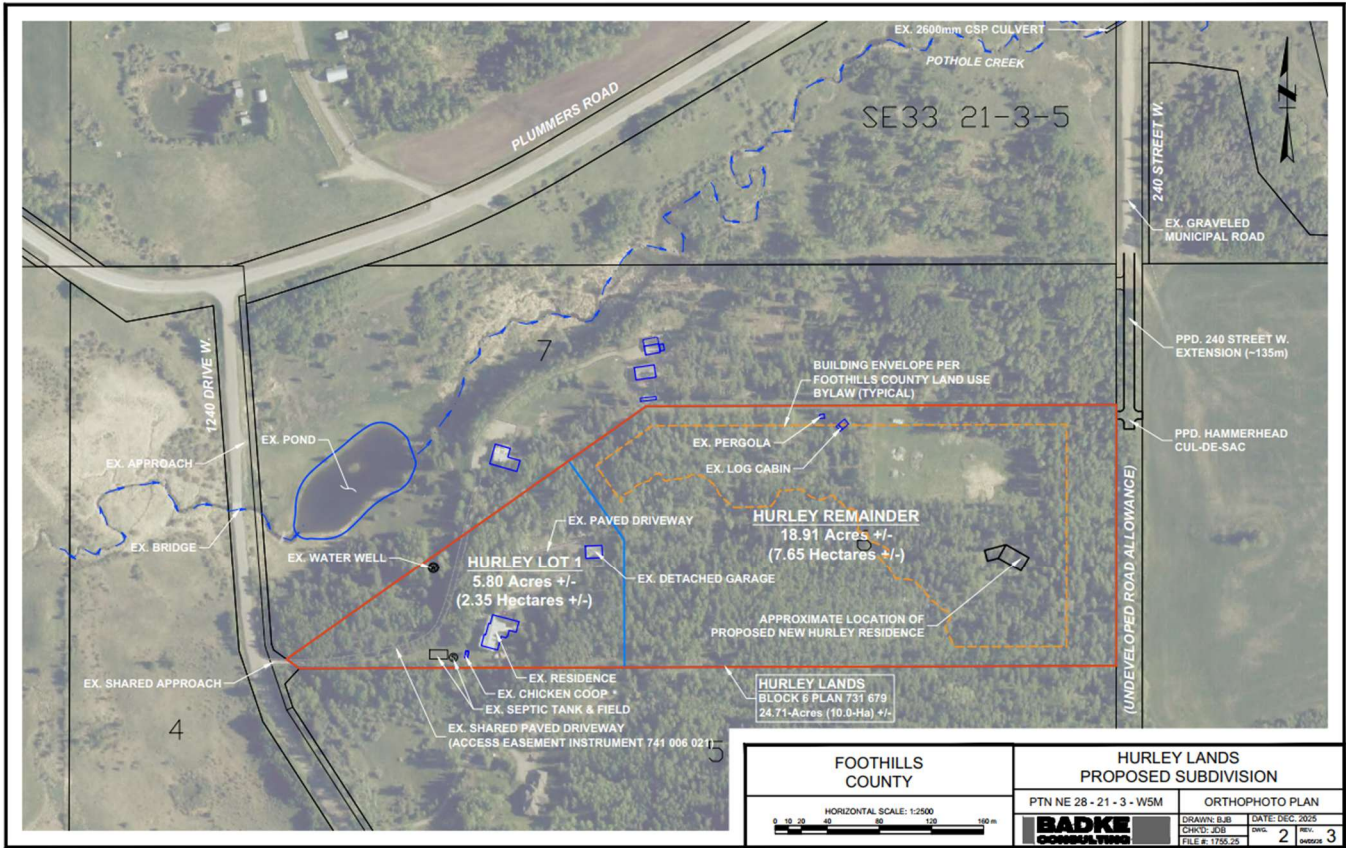


Land Use Districts	
	A- Agricultural
	AA- Agricultural Sub A
	CR- Country Residential
	CRA- Country Residential Sub A
	ER- Environmental Reserve
	MR- Municipal Reserve

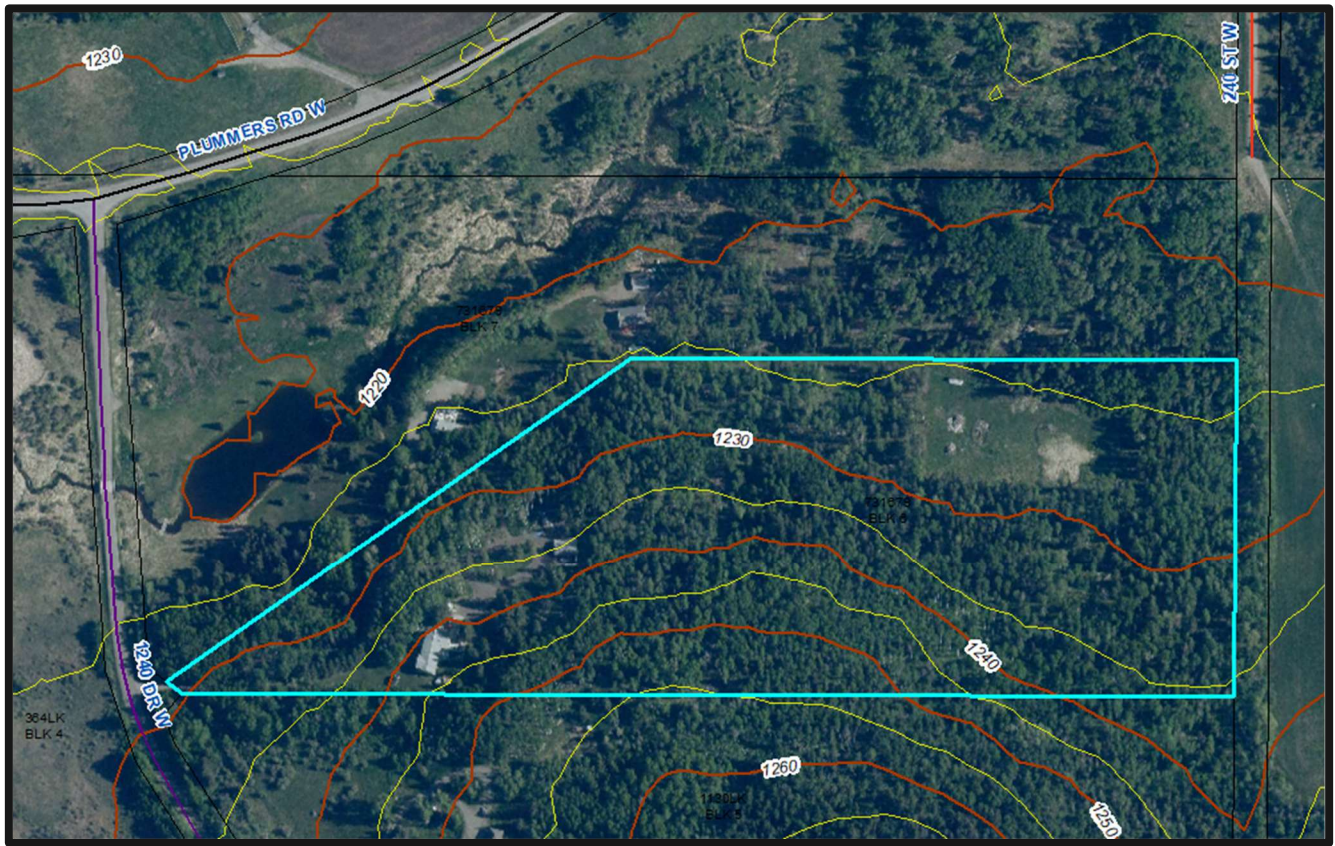
APPENDIX A – PARCEL SIZES – HALF MILE MAP



APPENDIX A – SITE PLANS



APPENDIX A – ORTHO PHOTO



BYLAW XX/2026

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED.

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto;

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing an amendment to the Country Residential District land use rules to allow for the future subdivision of one new 5.8 +/- acre Country Residential lot, with a 18.91 +/- acre Country Residential balance parcel on Plan 731679, Block 6, NE 28-21-03 W5M.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

1. Under SECTION 13.0.0 COUNTRY RESIDENTIAL DISTRICT, the following shall be added under Part 8 Bylaw Amendments:

Plan 731679, Block 6, NE 28-21-03 W5M within which shall allow for the future subdivision of one new 5.80 +/- acre Country Residential lot, with a 18.91 +/- acre Country Residential balance parcel.

2. This Bylaw shall have effect on the date of its third reading and upon being signed.

FIRST READING:

Reeve

CAO

SECOND READING:

Reeve

CAO


THIRD READING:

Reeve

CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of , 20 .

**PUBLIC HEARINGS AND MEETINGS
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
DEVELOPMENT PERMIT APPLICATION
May 13, 2026**

APPLICATION INFORMATION		FILE NO. 26D092
	DATE APPLICATION DEEMED COMPLETE: April 29, 2026	
	LEGAL DESCRIPTION: SE 26-22-03 W5M	
	LANDOWNER: White Moose Farms Limited	
	AGENT: Stan Carscallen	
	AREA OF SUBJECT LANDS: 150.79 acres	
	CURRENT LAND USE: Direct Control District #29	
PROPOSAL: Development Permit Application for Direct Control District #29 (DC#29) parcel to allow for a Secondary Suite, Principal		
DIVISION NO: 4		COUNCILLOR: Suzanne Oel
FILE MANAGER: Pierre-David Karolyi		

EXECUTIVE SUMMARY:

Summary of Proposal

A Development Permit application has been submitted on the Direct Control District #29 (DC29) property in order to allow for a Secondary Suite, Principal, within the basement of the primary single family dwelling.

Location

The subject parcel is located northwest of the Hwy 22/Hwy 22X intersection, approximately 800 metres east of Priddis Valley Road W and the Hamlet of Priddis, and 6.5 kilometres west of the current municipal boundary for the City of Calgary.

Policy Evaluation

The application was reviewed within the terms of the Land Use Bylaw 60/2014.

Referral Considerations

This application was circulated to internal and external agencies.

HISTORY:

September 14, 2022: Council acknowledged the pending Conservation Easement for Agriculture, that was registered to preserve agricultural land on approximately 429.25 acres of land within the West half of Section 25, Township 22, Range 3, West of the 5th Meridian and the South East quarter of Section 26, Township 22, Range 3, West of the 5th Meridian, by the Alberta Farmland Trust.

September 27, 2023: Council refused an application proposing the creation of a Direct Control District and redesignation of three (3) separately titled parcels described as, SE 26-22-03 W5M; SW 25-22-03 W5M; and NW 25-22-03 W5M, from Agricultural District to the proposed Direct Control District in order to allow for the operation of an equestrian event venue on lands subject to a Conservation Easement for Agriculture. Council at this time, was of the opinion that the proposed redesignation of the three quarter-sections of land to allow for the contemplated development is beyond the scale and scope of what Council feels is appropriate for these lands.

August 28, 2024: Council granted 3rd and final reading to Bylaw 44/2024 authorizing the redesignation of the subject 150.79 acre parcel being, SE 26-22-03 W5M from Agricultural District to Direct Control District #29 – *Limited Public or Commercial Riding Arena* (DC29), in order to allow for the future operation of a Limited Public Arena.

November 27, 2024: Development permit 24D157 was issued by Council approving the construction of an arena with a viewing, service & lobby area, a lunging ring and two horse barns.

PURPOSE OF APPLICATION:

Request of the Development Authority to approve Development Permit 26D092 to allow for the addition of a 1342 sq. ft. Secondary Suite, Principal, within the basement of the primary dwelling of the subject parcel. The single family dwelling is to be fully rebuilt in the same location and is to contain a total of 3,766 sq. ft. of habitable space on the main and upper floors.

SITE CONSIDERATIONS:

Physiography

The subject parcel is adjacent to Highway 22 and contains tree covered areas in the northwest corner and to the north of the existing yard site. The lands slope down in the northwest corner towards Fish Creek with the highest point being east of the existing yard site.

Site Improvements

Existing development on the subject parcel include 2 dwellings, shop (+/- 1,012 sq. ft.), shop (+/- 1,192 sq. ft.), barn 1 (+/- 2,327 sq. ft.), barn 2 (+/- 1,462 sq. ft.) and multiple horse shelters. Under construction following development permit 24D157 will be an arena with a viewing, service & lobby area, a lunging ring and two horse barns. Simultaneously to the present application, a detached garage (+/- 1536 sq. ft.) is to be added to the northwest of the primary residence.

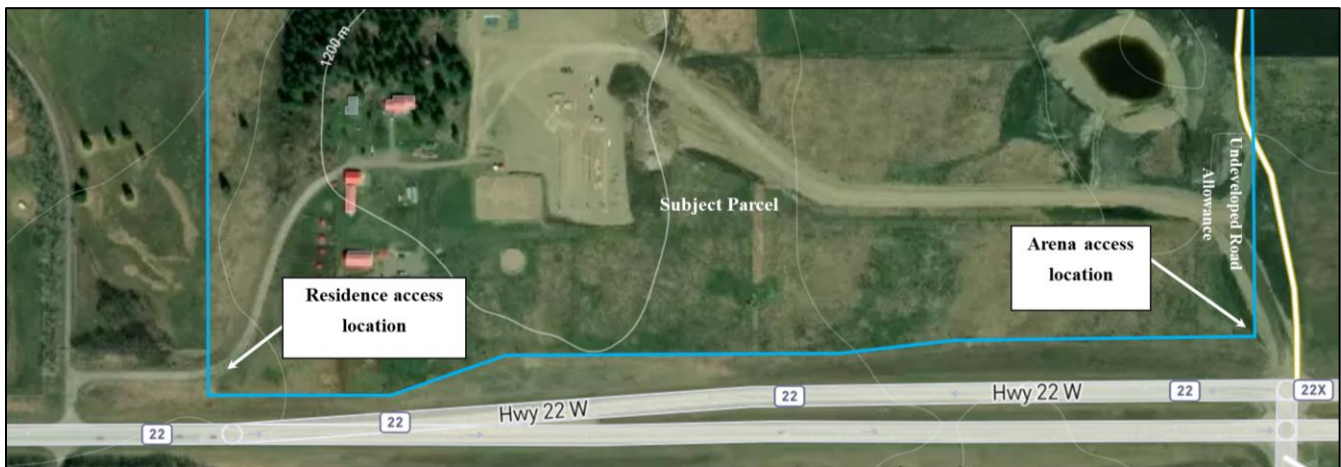
Public Works advises that a the proposed garage is within 30 metres of a 15% slope, which must either be relocated or a Slope Stability Analysis must be provided.

Servicing Considerations

The landowners would be responsible for adhering to the Water Act with respect to water use on the subject parcel.

Access

The project area is accessed by an existing approach on Highway 22 located in the southwest corner of the parcel, while the arena area approved by 24D157 is accessed by another approach at the intersection of Highways 22 and 22X.



REFERRAL CIRCULATION:

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Public Works	The proposed garage is within 30 meters of a >15% slope. The structure must be relocated 30 meters or more from the top of the slope, or a Slope Stability Analysis must be provided. Advisory: A PSTS review will be required upon receiving permit. The PSTS must be able to accommodate the proposed changes to septic needs.
Municipal Mapping /Addressing	The address on the existing primary residence will be required to change, if the secondary suite is approved. No additional comments were received for the development permit application.
EXTERNAL	
Meota Gas	No concerns
ATCO Transmission	No concerns
Alberta Transportation and Economic Corridors	No concerns or objection with the proposed Development.
PUBLIC	Public notification/referral does not occur with respect to Development Permits on Direct Control District lands unless review of the application involves a Public Meeting.

POLICY EVALUATION:

Land Use Bylaw 60/2014:

The application aligns with the discretionary uses and intent of the Direct Control District #29 within the Land Use Bylaw 60/2014. DC29 has been included as *Appendix D*.

The purpose and intent of the DC29 is to allow for the development of a Limited Public or Commercial Arena, as defined in Section 2.5 of the bylaw, to operate on lots, with or without a single family residence and to allow for the Direct Control by Council.

2.5 DEFINITIONS:

DWELLING, SINGLE FAMILY means a single building which contains one Dwelling Unit in accordance with the applicable Building Code and Section 10.10 of this Bylaw. A Dwelling, Single Family may contain a Secondary Suite in accordance with Section 10.26 and still be considered a Dwelling, single family.

DWELLING, SECONDARY SUITE means a subordinate Dwelling Unit located on a parcel in addition to the principal Dwelling Unit, which constitutes a self-contained living accommodation unit comprised of kitchen facilities, sleeping amenities, washroom facilities consisting of a full bathroom including tub and/or shower fixture, and has a separate entrance, or includes a door which can be physically closed or locked off from the remainder of the principal dwelling. A Dwelling, Secondary Suite may include a Secondary Suite, Principal, or a Secondary Suite, Detached.

SECONDARY SUITE, PRINCIPAL means a dwelling, Secondary Suite, located within the principal dwelling unit, in an extension or addition to the principal dwelling, or above a garage attached to the principal dwelling in accordance with Section 10.26 of this bylaw.

4.2.1.25 Where there is one other Dwelling Unit existing on a lot 32.37 ha (80 acres) or more in size (gross lot area), the construction of a second Dwelling, Single Family or placement of a Dwelling, Manufactured Home, or Dwelling, Mobile Home where it is a permitted use and meets the maximum allowable dwelling density under the applicable land use district, excluding any lands designated Sub-district “A”, Direct Control District, Flood Hazard Protection Overlay District, or within lands defined under policy 11.2.4.2 within the Airport Protection Overlay.

10.10.5 In all districts, where the maximum dwelling density is not identified and the dwelling type is listed as a permitted or discretionary use in the applicable land use district, the following maximum number of dwelling units (dwelling density per parcel) shall apply:

(...)

b. for a parcel 80 acres or larger in size, you are permitted no more than:

i. two Dwellings, Single Family; and

ii. either one Dwelling, Secondary Suite in accordance with Section 10.26, or one Dwelling, Temporary in accordance with Section 10.10.

iii. Or as determined by the Approving Authority in accordance with an approved Area Structure Plan or Outline Plan.

SUMMARY:

Request of the Development Authority to approve Development Permit 26D092 to allow for the addition of a 1342 sq. ft. Secondary Suite, Principal, within the basement of the primary dwelling of the subject parcel. The single family dwelling is to be fully rebuilt in the same location and is to contain a total of 3,766 sq. ft. of habitable space on the main and upper floors.

OPTIONS FOR COUNCIL CONSIDERATION:

OPTION #1 – APPROVAL

Should Council choose to approve Development Permit 26D092, the following motion has been provided for consideration:

Council moved that Development Permit 26D092 to allow for the addition of a 1342 sq. ft. Secondary Suite, Principal on the subject Direct Control District #29 parcel be approved as per the submitted and accepted application.

Council is requested to provide direction on whether they wish to delegate authority to the Development Officer to review and accept conditions.

APPROVAL DESCRIPTION:

This approval allows for the development and use of SE 26-22-03 W5M in accordance with the submitted application and as accepted by Foothills County Council as the Development Authority, through the addition of a 1342 sq. ft. Secondary Suite, Principal within the primary residence.

SUGGESTED CONDITIONS OF APPROVAL FOR COUNCIL’S CONSIDERATION

Council may wish to provide any additional conditions as pre-release condition(s) should they be of the opinion that the requirement be addressed prior to the Development Permit being signed and issued.

PRE-RELEASE CONDITIONS

Pre-Release Conditions must be fulfilled before the Development Permit will be signed and released. Unless a time extension is issued under agreement between the Development Authority and the Applicant(s), failure to complete the pre-release conditions on or before **October 13, 2026**, will see this approval be deemed null and void.

The Development shall not proceed until such time as the County has issued a signed Development Permit.

1. A Geotechnical Report for Slope Stability for the detached garage, as well as engineering review fees, shall be provided if deemed necessary by the Public Works department, to the satisfaction of the Public Works department.

CONDITIONS OF APPROVAL:

The following requirements must be completed within twenty-four (24) months from the date the Development Permit is signed and issued unless a time extension is approved under agreement between the Development Authority and the Applicant(s). Failure to complete the conditions of approval will see the Development Permit be deemed null and void.

1. The applicant shall maintain the development in accordance with all conditions of approval and the application for development permit that has been acknowledged by the municipality to be appropriate. **Any revisions and/or additions to use of this land shall not proceed except under benefit of appropriate approvals and permits;**
2. The applicant is required to obtain all necessary building, plumbing, gas, septic, and electrical permits and inspections from Foothills County, to the discretion of the County's Safety Codes Officer;
3. It is the applicant's responsibility to obtain and properly post independent County address(es) for the principal dwelling and secondary suite prior to occupancy. Please contact the County's GIS Department to be assigned new address(es) and obtain information regarding address signage. *The applicants are advised that additional addressing may cause a change to the existing mailing address for the property. Please contact the County's GIS department for information in this regard;*
4. The applicant shall provide written notification to the Development Authority upon completion of the development, as approved herein;

ADVISORY REQUIREMENTS:

The following requirements are provided by Foothills County to inform the applicant(s) and landowner(s) of their necessity. It is the responsibility and liability of the applicant(s) and landowner(s) to ensure adherence with these requirements for the life of the development.

1. All retaining walls in excess of 1.0m in height require design by a professional engineer;
2. Development on the property shall at all times comply with the requirements of the Alberta Building, Safety, and Fire Codes. Acknowledgement from the Safety Codes Officer that the Secondary Suite, Principal, is suitable for its proposed use and occupancy must be obtained prior to occupancy;
3. A minimum of two parking spaces located entirely within the boundaries of the legally titled parcel shall be available for use by the occupant(s) of the Secondary Suite, Principal, at all times;
4. Emergency address signage shall be installed and maintained for the life of the development;
5. The applicants are responsible to comply with the requirements of Alberta Health Services, including but not limited to the regulatory requirements under the Alberta Public Health Act, Housing Regulation 173/99 and the Minimum Housing and Health Standards (MHHS);
6. As per the executed *Declaration of Understanding* submitted with the application, it is the landowners' responsibility to ensure that water servicing and sanitary sewer servicing are adequately provided, maintained, and operated; in compliance with all pertinent regulatory requirements, for the life of the development;
7. All structures shall be located as to adhere to Municipal setback requirements from the boundaries of the legally titled property unless under the authorization of an approved Development Permit for the Relaxation of Setbacks. No variance for yard setbacks has been considered under this approval;
8. No portion of the accessory building and secondary suite shall be utilized for any business related purposes without first receiving the appropriate approvals from the County;

9. No topsoil shall be removed from the subject property and natural drainage of the property must be maintained. Alterations to natural drainage may proceed only under the authorization of an issued Development Permit for Lot Grading;
10. All installation(s) of exterior lighting must adhere to the guidelines and technical specifications as outlined within the Dark Sky Bylaw.
11. The issuance of a development permit by the County does not relieve the landowners of the responsibility of complying with all other relevant County bylaws and requirements, nor excuse violation of any provincial or federal regulation or act which may affect use of the land;
12. The applicant agrees to indemnify and hold harmless Foothills County from any and all third party claims, demands, or actions for which the applicant is legally responsible, including those arising out of negligence or willful acts by the applicant or the applicant's agent(s). In addition, the applicant will carry insurance to cover general liability including bodily injury and property damage to a third party;
13. The applicants shall be responsible for payment of any professional costs including legal fees that may be incurred by the County with respect to the implementation of this permit;

Notes:

1. Contravention of any of the above conditions and/or requirements will result in this permit being considered null and void.
2. This Development Permit shall thereafter be null and void if the development or use is abandoned for a period of six months.
3. The conditions of this Development Permit must be met and adhered to at all times. Fines and/or Enforcement action may occur if operating outside of the Development Permit.

OPTION #2 POSTPONE A DECISION ON THE APPLICATION

Should Council have concerns regarding certain aspects of the application or feel that they require additional information in order to render a decision, Council may choose to postpone a decision on the application in order to obtain additional information from the applicant or to hold a Public Meeting at which the landowner/applicant is in attendance.

The suggested motion for Option #2 is as follows:

Moved that Council postpone making a decision on Development Permit application 26D092 until such time as the applicant has provided (the requested information) for Council's consideration.

APPENDICES:

APPENDIX A: MAP SET

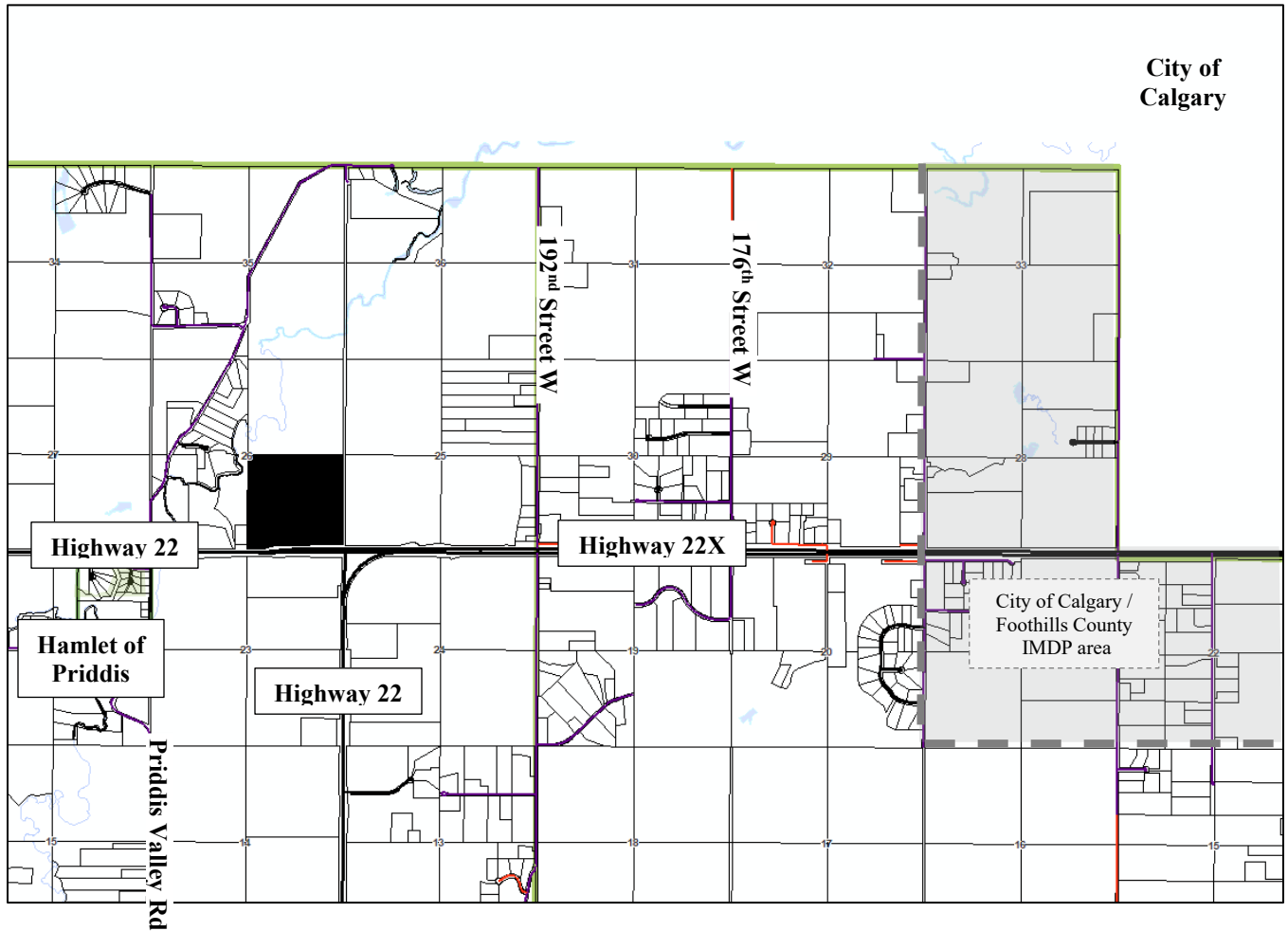
- MAP 1 – LOCATION MAP
- MAP 2 – SITE PLAN
- MAP 3 – ORTHO PHOTO

APPENDIX B: DEVELOPMENT PERMIT APPLICATION DETAILS

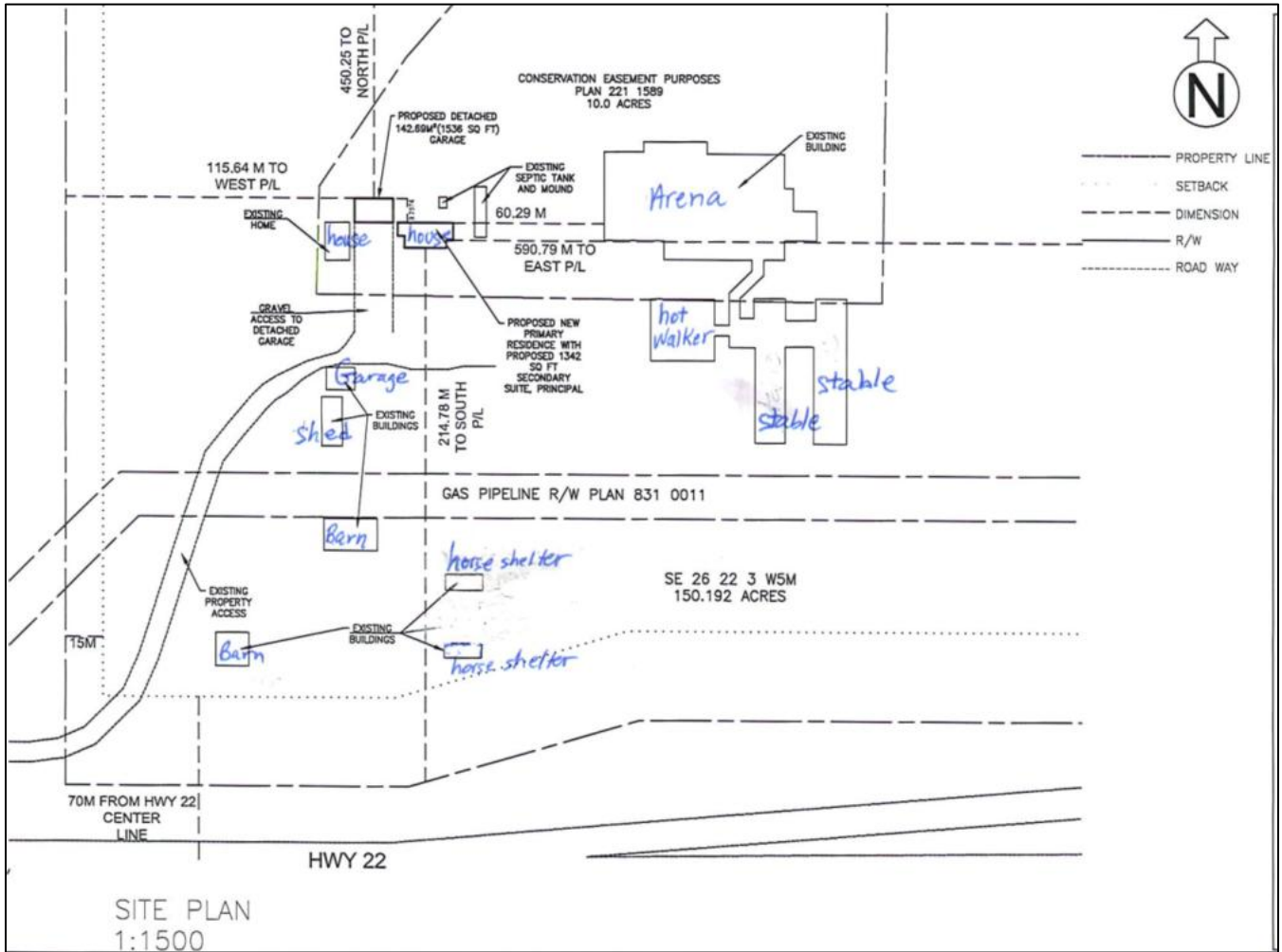
- APPLICANT'S ADDITIONAL COMMENT
- OVERVIEW OF SINGLE FAMILY DWELLING
- PRIMARY RESIDENCE FRONT AND REAR VISUALS
- PRIMARY RESIDENCE FLOOR PLANS

APPENDIX C:

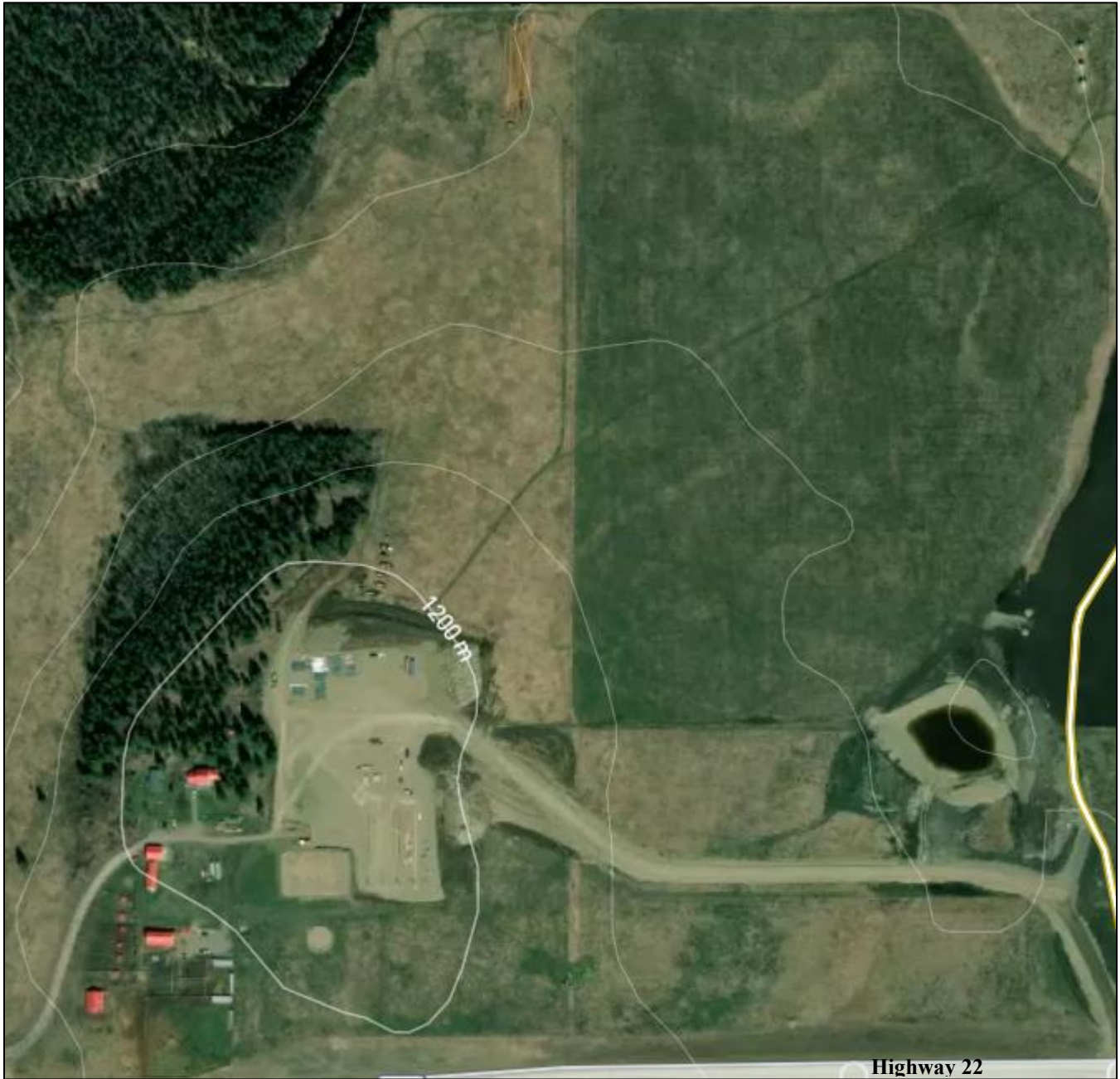
- DIRECT CONTROL DISTRICT #29



MAP 2 – SITE PLAN



MAP 3 – ORTHO PHOTO



Application for a Development Permit - Part 2

This Application for a Development Permit is two-pronged - for a dwelling and for a secondary suite.

Dwelling

As shown in the attached Site Plan, the existing Renner house which was partially constructed in 1934 and completed in 1940, is located immediately to the west of the new jumping arena that is under construction. As is also shown on the Site Plan, the Renner house is located within the "Excluded Area" of the Alberta Farmland Trust Conservation Easement on this property.

We have spent some time pursuing our original idea to renovate the Renner house. However, having received advice from a structural engineer that the foundation is failing and the insulation and windows all need to be changed, it has been concluded that it would be less costly to tear down the Renner house and rebuild at the same location. A new three car un-attached garage is planned off the NW corner of the proposed new house.

We attach a set of Design Drawings of the proposed new house. Those Drawings are currently being converted into Construction Drawings.

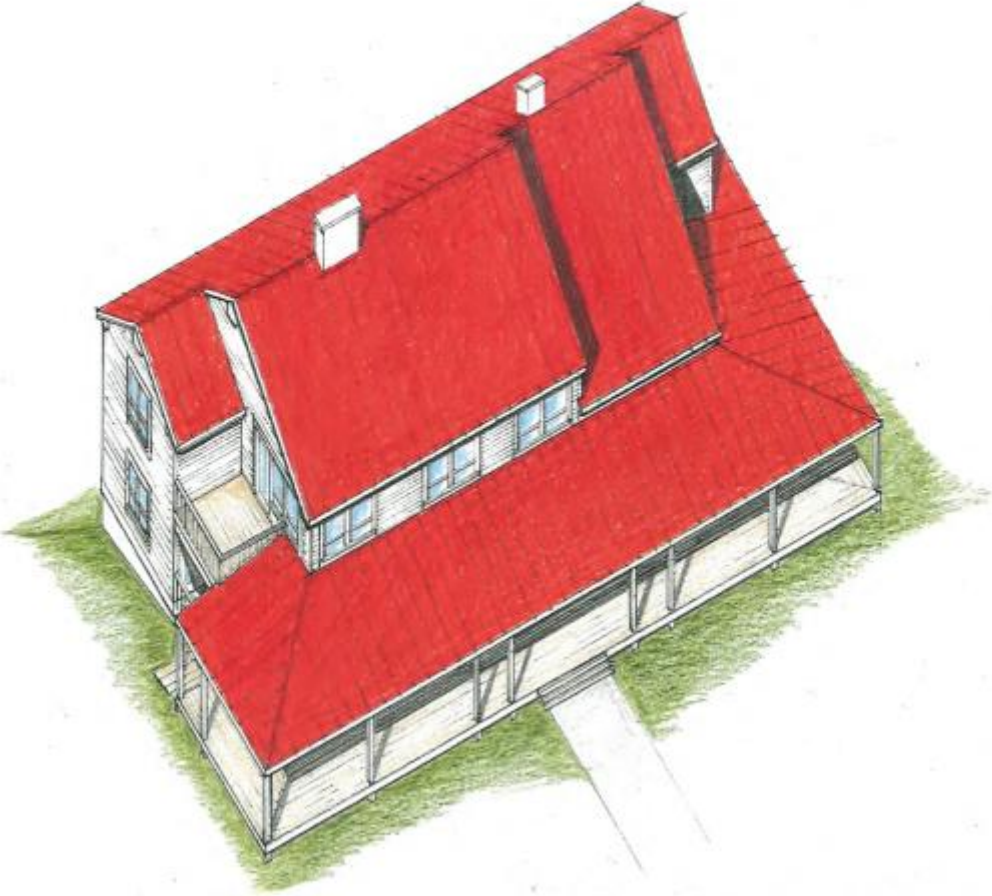
The area of the proposed new house would be approximately 2,000 square feet on the main floor and 1,766 square feet on the second floor. The Drawings indicate that the house would be approximately 32 feet high, well below the height restriction applicable to DC29.

We are proposing to simply replace the long-standing Renner house on the property in a similar design and on a footprint that is virtually the same.

The Renner house has a relatively new septic field which will likely need to be extended to some degree. Water for the house would come from wells on the property.

Secondary Suite

As can be seen from the attached Design Drawings for the proposed new house, it is proposed that there would be a secondary suite with two bedrooms in the basement of the house. That accommodation is required for barn staff who ideally should be resident onsite and who, in some cases, will not have a vehicle of their own. The secondary suite would be served by its own HVAC and separate entrance.



PRIMARY RESIDENCE FRONT AND REAR VISUALS



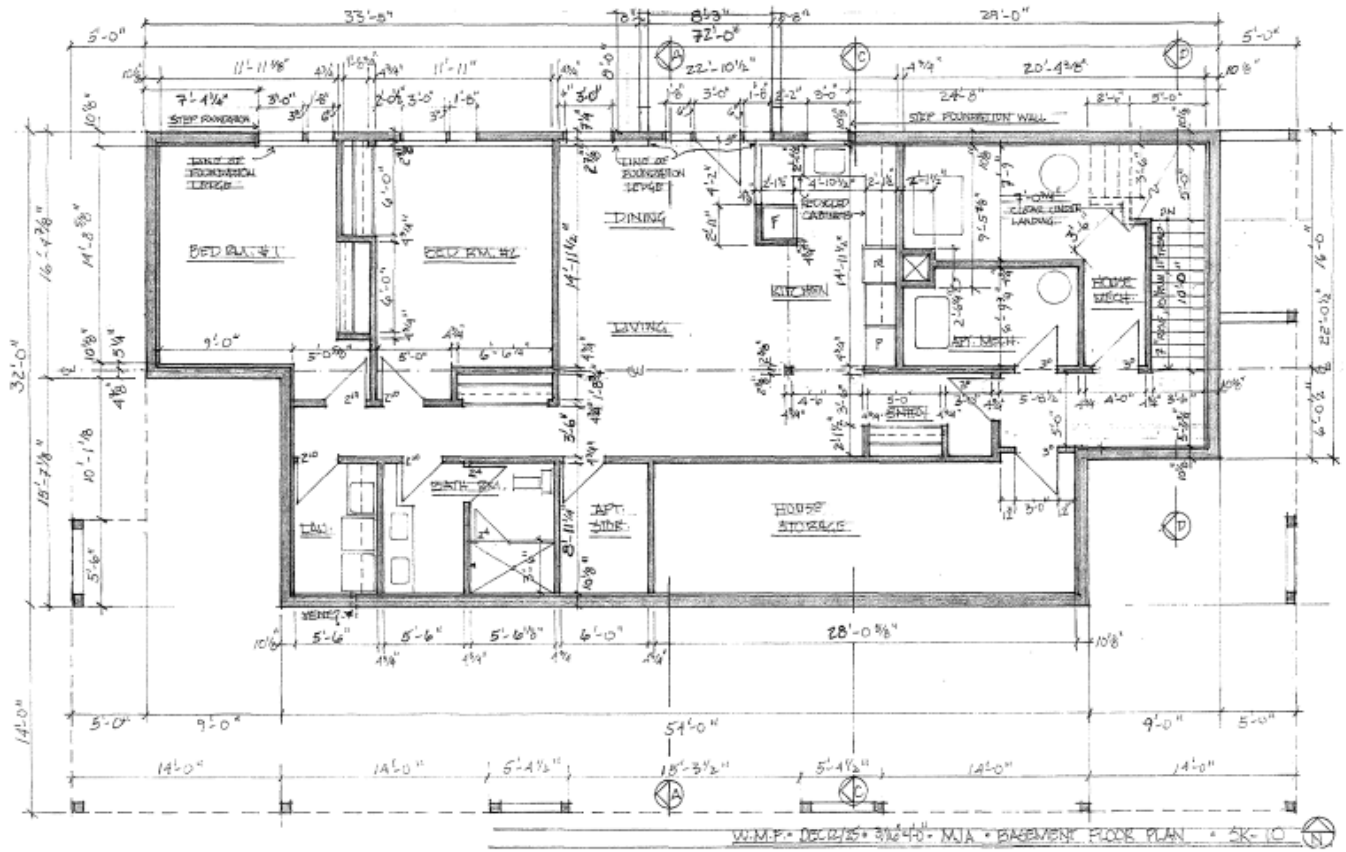
W.M.F. • DEC 12/25 • 3/6/10 • M.J.A. • RENDERED SOUTH ELEVATION • SK-05



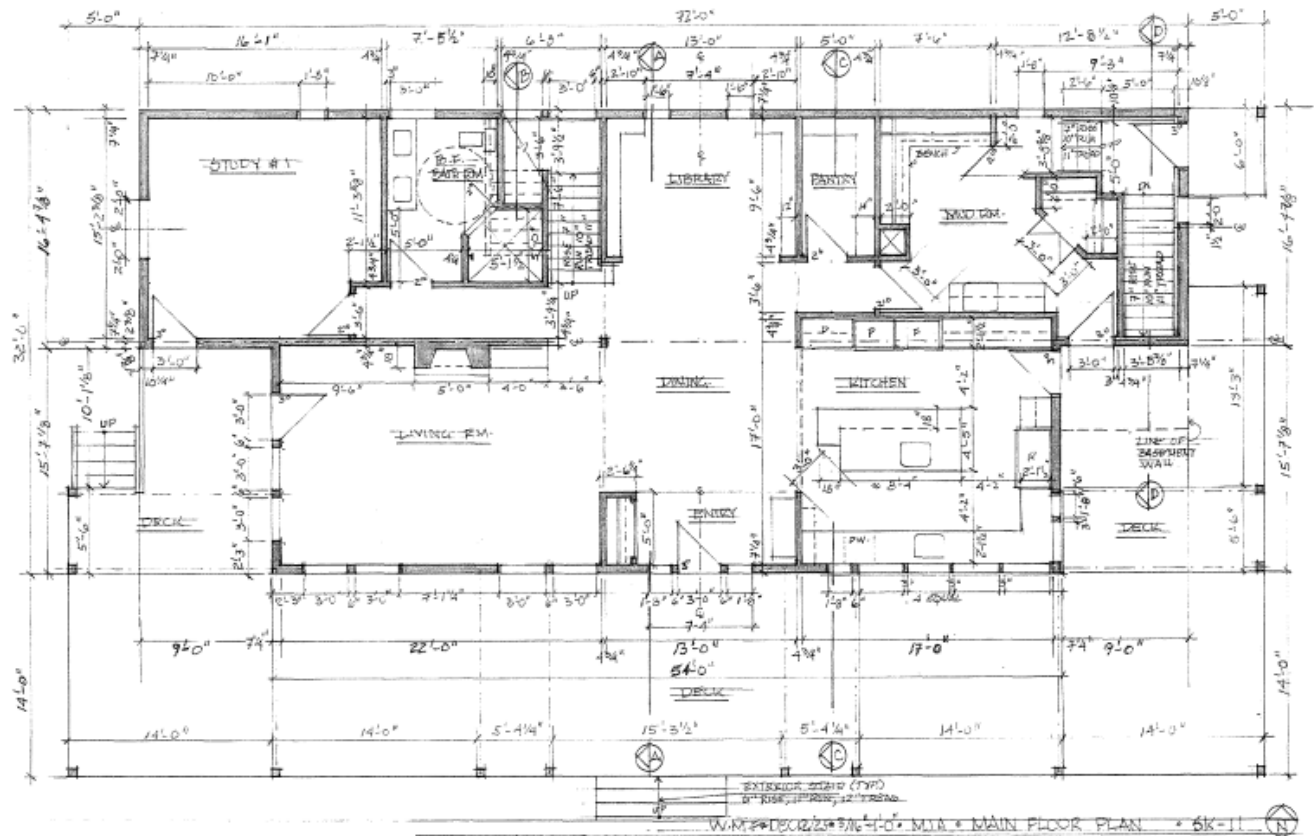
W.M.F. • DEC 12/25 • 3/6/10 • M.J.A. • RENDERED NORTH ELEVATION • SK-07

PRIMARY RESIDENCE FLOOR PLAN

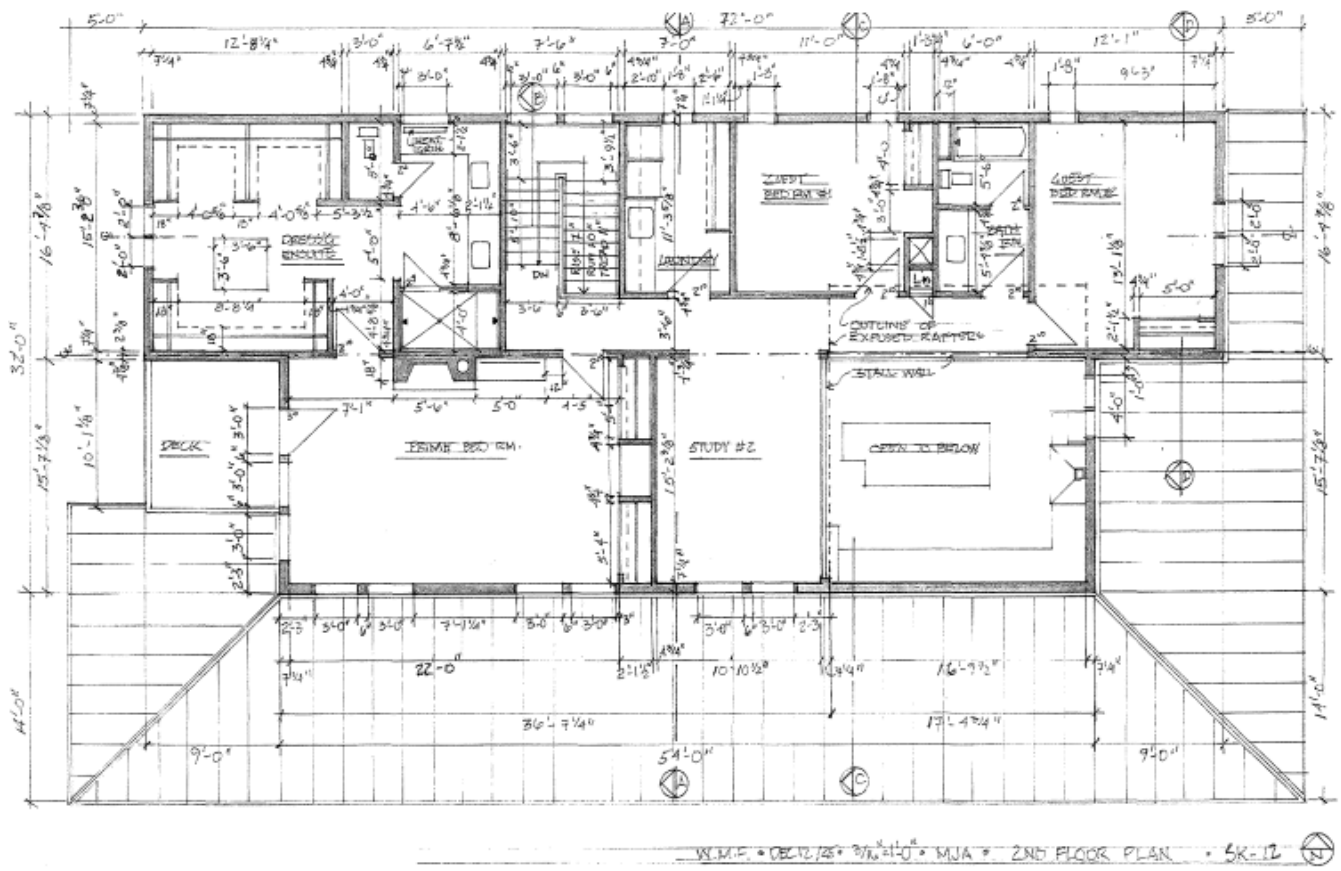
Secondary Suite floor plan (Basement)



Primary dwelling main floor plan



Primary dwelling upper floor plan



Foothills County Land Use Bylaw |

**18.29 DIRECT CONTROL DISTRICT #29 (DC 29)
LIMITED PUBLIC OR COMMERCIAL RIDING ARENA**

DC#29

18.29.1 PURPOSE AND INTENT

To allow for the development of a Limited Public or Commercial Arena, as defined in Section 2.5 of this bylaw, to operate on lots, with or without a single family residence, and to allow for the Direct Control by Council over development on the following lots:

- NW 12-20-02-W5M, PLAN 0810029, LOT 5 (87.7 ACRES)
- NW 12-20-02-W5, PLAN 0810029, BLOCK 1, LOT 5 (87.70 ACRES)
- NW 08-21-28-W4 (40.0 ACRES)
- NE 35-20-29-W4 (23 +/-1 ACRES)
- NW 21-20-02-W5 (134.85 ACRES)
- SE 22-20-02-W5, PLAN 1012174, BLOCK 1, LOT 3 (74.06 ACRES)
- SW 07-22-01-W5, PLAN 0212015, BLOCK 2, LOT 16 (92.67 ACRES)
- SW 34-21-29-W4, PLAN 9913092, BLOCK 1, LOT 6
- S ½ NE 35-19-01-W5, PLAN 731046, BLOCK 3 (19.82 ACRE PTN.)
- SE 35-21-02-W5 (119 ACRES)
- SW 24-21-02-W5 (64.43 ACRES)
- PLAN 0716214, BLOCK 1, LOT 2, NE 34-19-01-W5 (81.52 ACRES)
- SW 13-20-01-W5, PLAN 9711715, LOT 6 (29.31 ACRES)

18.29.2 PERMITTED USES

- Accessory Buildings not requiring a development permit (accessory to the Dwelling)
- Agricultural, General
- Accessory Uses to the Dwelling
- Dwellings, Single Family
- Dwelling, Manufactured Home
- Dwelling, Mobile home on lots 80 acres or greater in size
- Home Office
- Public Works
- Signs not requiring a development permit
- Solar Power System, Private (Not requiring a Development Permit)
- Temporary storage of up to 5 unoccupied recreation vehicles

18.29.3 DISCRETIONARY USES

- Accessory Use
- Accessory Building
- Animal Boarding Services
- Arena, Commercial
- Arena, Limited Public
- Campground, Minor - Accessory to the Arena on parcels 8.49 ha (21 acres) or greater in size
- Dwelling, Mobile Home on lots less than 80 acres in size
- Dwelling, Moved On
- Dwelling Temporary
- Home Based Business Type I - only on parcels with a residence
- Home Based Business Type II - only on parcels with a residence
- Home Based Business Type III - only on parcels with a residence
- Intensive Livestock Operation
- Lot Grading

Foothills County Land Use Bylaw |

Manmade water features requiring a permit
Public Quasi Public Installations and Facilities
Secondary Suite, Detached
Secondary Suite, Principal
Special Event (accessory to the Arena or Business use)

- Discretionary use only on parcels 8.49 ha (21 acres) or greater in size

Signs requiring a Development Permit
Solar Power System, Private (Requiring a Development Permit)
Temporary (short-term) Manure Storage
Utility Services, Minor

18.29.4 LAND USE REQUIREMENTS

18.29.4.1 Standards of the development shall be at the discretion of Council.

18.29.5 DEVELOPMENT REQUIREMENTS

18.29.5.1 Maximum Height of Structures:

- a. Principal buildings, first vehicle garage, and car ports:
 - i. 12m (39.37 ft.);
- b. Accessory Buildings and Arenas:
 - i. 10.67m (35 ft.);
- c. Radio antennas, internet towers and wind turbines:
 - i. 16m (52.49 ft.);
- d. Or as determined by Council.

18.29.5.2 Maximum Floor Area of Arena Building:

- a. The maximum allowable size of the Arena Building for an Arena, Limited Public or Arena, Commercial shall be at the discretion of Council.

18.29.5.3 Maximum Lot Coverage

- a. No building or group of buildings including their accessory buildings and impervious surfaces shall cover more than sixty (60) percent of the lot area.

18.29.5.4 Maximum Dwelling Unit Density

- a. Maximum dwelling unit density for a parcel under 80 acres is one Dwelling, Single Family and either one Dwelling, Secondary Suite, or one Dwelling, Temporary, where the use is listed as a permitted or discretionary use in the specific district in accordance with Section 10.26 Secondary Suites and Section 10.10 on Dwellings.
- b. Maximum dwelling unit density for a parcel 80 acres or larger in size is two Dwellings, Single Family and either one Dwelling, Secondary Suite, or one Dwelling, Temporary, where the use is listed as a permitted or discretionary use in the specific district in accordance with Section 10.26 Secondary Suites and Section 10.10 Dwellings.

18.29.5.5 Minimum Yard Setback Requirements:

- a. Front Yard Setback:
 - i. 15m (49.21 ft.) from the right of way of an Internal Subdivision Road;
 - ii. 48m (157.48ft.) from the centre line of a Municipal Road;
 - iii. 40m (131.23 ft.) from the ultimate right of way or 70 meters from the centreline of a Provincial highway, whichever is greater;
 - iv. Or as determined by Council.
- b. Side Yard Setback:
 - i. 15m (49.21 ft.) from property line;
 - ii. Or as determined by Council.
- c. Rear Yard Setback:
 - i. 15m (49.21 ft.) from property line;
 - ii. Or as determined by Council.
- d. If the title to a lot is subject to a caveat in respect of a land dedication or an agreement for the acquisition of land for road widening purposes, the dedicated area or area of future road widening shall be considered the future property boundary for which setback distances set out shall apply.
- e. Corner Parcel Restrictions:
 - i. In accordance with Sections 9.27.9 - 9.27.12.

18.29.5.6 Other Minimum Setback Requirements:

- a. See Section 9.27 “Special Setback Requirements” of Land use bylaw for additional setback requirements that may apply;
- b. The Approving Authority may require a greater building setback for any industrial use which, in the opinion of the Approving Authority, may interfere with the amenity of adjacent uses.

18.29.5.7 Minimum habitable area per Dwelling:

- a. 100 m² (1,077 sq. ft.)

18.29.6 SPECIAL PROVISIONS

18.29.6.1 Home Based Business (Major) does not include Cannabis Production.

18.29.6.2 No more than five (5) non-resident employees shall be working on site for an Arena, Limited Public.

18.29.6.3 The number of non-resident employees working on site for an Arena, Commercial shall be at the discretion of Council.

18.29.6.4 Maximum of sixteen (16) Business Visits permitted per day, or as determined by Council for Arena, Limited Public.

Foothills County Land Use Bylaw |

- 18.29.6.5 The maximum number of Business Visits per day for Arena, Commercial shall be at the discretion of Council.
- 18.29.6.6 Any minor or major home business or occupation must be conducted within a dwelling and/or accessory building(s) or on a parcel on which a dwelling is located and where one or more residents of the parcel is/are involved in the occupation or business.
- 18.29.6.7 Any minor or major home business shall not occupy more than 50% of the gross floor area of the principle dwelling plus the area of accessory structures.
- 18.29.6.8 Material Storage:
- a. On parcels 10 acres and larger, exterior storage may be allowed if, in the opinion of the Approving Authority, the exterior storage is adequately screened, a maximum of 5 vehicles or equipment may be stored outdoors.
- 18.29.6.9 Manure Management:
- Applicants for Arena, Commercial or Arena, Limited Public shall provide a manure management plan to the satisfaction of Council as a part of the development permit application for their facility unless requested to do so by Council as part of the Land Use Bylaw amendment application.
- 18.29.6.10 Safety and Fire Code Requirements:
- Applicants shall be required to provide proof of compliance or the ability to become compliant with all Provincial Safety Code and Fire Code requirements as part of the development permit application for their facility unless requested to do so by Council as part of the Land Use Bylaw amendment application.
- 18.29.6.11 Landscaping and Screening:
- a. Landscaping shall be completed in accordance with the Municipal Screening Standards;
 - b. Levels and methods of screening of the site shall be completed in accordance with the Municipal Screening Standards.
- 18.29.6.12 Nuisance:
- a. No offensive noise, vibration, smoke, dust, odor, heat, glare, electrical or radio disturbance detectable beyond the boundary of the lot.
- 18.29.6.13 Camping:
- a. Whether camping is permitted in support of special events at an Arena, Commercial or Arena, Limited Public, shall be at the discretion of Council and will be outlined in the Development Permit. Council may also specify:
 - i. The maximum number of camping units permitted per event;
 - ii. The maximum length of stay; and
 - iii. Number of events where camping shall be permitted annually.

Foothills County Land Use Bylaw |

18.29.6.14 The Approving Authority, may, as a condition of issuing a Development Permit impose any condition that addresses a relevant planning and development matter, including but not limited to:

- a. Location and maximum size of Arena building to be constructed;
- b. Development setbacks;
- c. Hours of operation;
- d. Number of non-resident employees;
- e. Number of vehicle visits per day;
- f. Number of Animal units permitted on the property;
- g. Size and number of structures permitted on site;
- h. Number of events or contests permitted annually;
- i. Requirements for evacuation and emergency response plans;
- j. Upgrades on municipal roads;
- k. Mitigation of impacts on municipal roads;
- l. Compliance reporting requirements;
- m. Noise;
- n. Buffering;
- o. Lighting;
- p. Outdoor storage;
- q. Parking requirements;
- r. Screening of facilities;
- s. Proof of compliance with fire and safety codes inspections of the facility;
- t. Manure Storage provisions;
- u. Any other condition that Council deems necessary.

18.29.6.15 Design Guidelines:

- a. All development located within the Highway 2A Industrial Area structure plan (H2AI Area Structure Plan) area shall comply with the Highway 2A Corridor Design Guidelines (2021), as may be amended, or replaced by Council from time to time.

18.29.6.16 Lighting:

- a. All lighting must be in accordance with Section 9.15 of this Land use bylaw and with the Municipal Dark Sky Bylaw.

18.29.6.17 Lot Drainage:


- a. A Development agreement shall be entered into for lot grading to the satisfaction of the Director, Public Works and Engineering;
- b. Lot grading and drainage shall be in accordance with Section 9.17 of the Land use bylaw.

18.29.7 PROCEDURE

Foothills County Land Use Bylaw |

- 18.29.7.1 Notwithstanding the procedure established for development permit applications in Section 4, an application for development permit in respect of lands referred to in Section 18.29.1 shall be referred by the Development Officer to the Council for its approval or refusal.
- 18.29.7.2 Notwithstanding the procedure established for the issuance of development permits in Section 5, the Council shall decide on all applications for development permits with respect to lands referred to in Section 18.29.1. The council may approve a development permit application with or without conditions or may refuse an application for development permit.
- 18.29.7.3 There is no appeal to the Development Appeal Board from a decision of the Council on an application for a development permit in respect of the lands referred to in Section 18.29.1.

**MISCELLANEOUS PLANNING ITEM
PLANNING AND DEVELOPMENT REPORT TO COUNCIL
DIRECT CONTROL DISTRICT #31 – DEVELOPMENT PERMIT APPLICATION**

APPLICATION INFORMATION		FILE NO. 26D093
	DATE APPLICATION DEEMED COMPLETE: March 25, 2026	
	LEGAL DESCRIPTION: Ptn. SW 17-20-2 W5; Plan 2411845, Block 3, Lot 9	
	LANDOWNER: Torqued Industries Ltd.	
	APPLICANT: Township Planning + Design Inc.	
PROPOSAL: Development Permit application for one +/- 6,000 sq. ft. building and yard development in support of the following uses: Commercial Storage; Outdoor Storage; and including freestanding Signage for the related storage use on this Direct Control District #31 (DC#31) property.		
DIVISION NO: 3	COUNCILLOR: Laura Kendall	FILE MANAGER: Pierre-David Karolyi

May 13, 2026

EXECUTIVE SUMMARY:

Location of Subject Lands:

The subject property is located south adjacent to Miners Road West, is 60 metres west of 168th Street West, and 580 metres north of the intersection between 402 Avenue West and Highway 22.

PURPOSE OF APPLICATION:

Summary of Proposal:

Approval of the following development and uses is being requested on the subject 2.25-acre Direct Control District #31 parcel (Black Diamond Industrial Rural) in support of an equipment and material storage facility for a drilling company, Aaron Drilling.

Proposed uses are Commercial Storage and Outdoor Storage, and these are Discretionary Uses under the Direct Control District #31.

On-site development is to consist of:

- A cold storage building;
- An outdoor storage area;

As Council is the Development Approving Authority for Direct Control District lands, they may decide on a Development Permit application, or may delegate the Authority, with directions that it considers appropriate.

Council may require a Public Meeting prior to deciding on any application within the Direct Control District.

SITE CONSIDERATIONS:

Access

The subject parcel is proposed to be accessed on the northeast corner of the subject parcel via an existing approach off of Miners Road West, which is a privately maintained paved collector road that connects to 168th Street to the east, which is also a paved collector road which connects to 1160 Drive West. 1160 Drive West is paved from its intersection with 402nd Avenue to its intersection with 168th Street.

The proposed internal yard surfacing consists of existing gravel.

Servicing Considerations

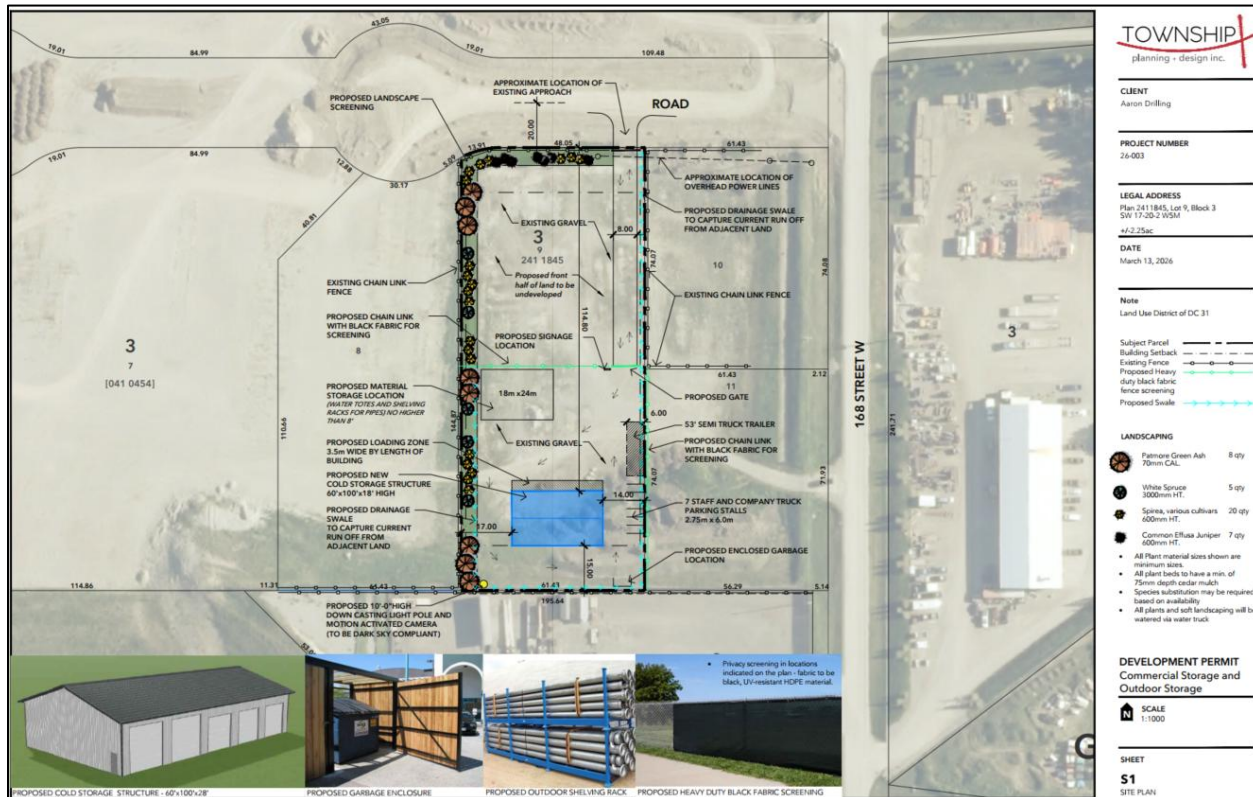
- Power will be the only service required for the operation for lighting within the building and downcast, Dark Sky Policy compliant lighting around the perimeter of the property.
- Water will be provided seasonally for landscaping purposes (approximately 1000 gallons/week).
- Garbage is to be stored in exterior bins to south of the cold storage building.

Physiography:

In approximately 2016 during reclamation of the land from natural resource extraction use, these lands were noted to have been leveled, graveled and non-vegetated.

SITE DEVELOPMENT

Site plan



Proposed infrastructure

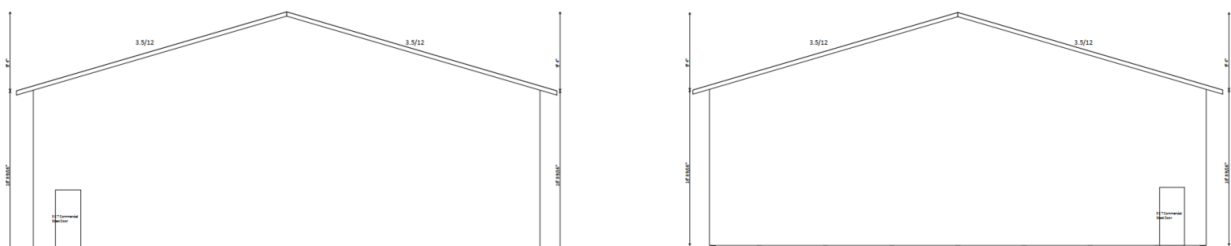
1. Cold Storage Building – One 6,000 sq. ft. (60 x 100 ft.) building, with a height of approximately 28 ft.

- The building is proposed to have grey (metal ribbed panels) exterior walls and black (metal) roofing, with white main entrance doors and five white overhead doors on the building. Structural posts will be set on engineered concrete bases, without a general foundation (pole barn concept)
- Fascia signage is not proposed on the building and instead there will be a free-standing sign.
- For storage of heavy vehicles (crane truck, track hoe, site safety trailer) and equipment (generators, vehicle parts, etc.). The business is not run from this building as the main office is situated within the Eastern Slopes Business Park in Diamond Valley (2.5 kilometres east). There is no storefront or customer visits within the scope of this project.

North exterior of building:



West and East exterior of building:

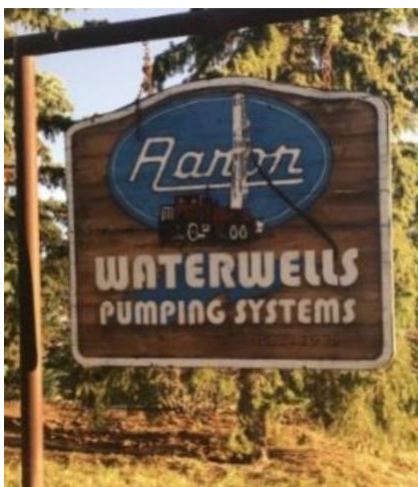


South exterior of building:



2. Secure Yard

- Development – The front portion will remain undeveloped.
- Screening – The property is surrounded by chain link fencing, and is proposed to have black fabric added on the east property line and middle internal fence, landscaping on the west and north providing full screening of internal loading areas, outdoor storage and onsite activities, full screening by the neighbour’s chain-link fence with vinyl slats on the south side, and full screening of garbage area (see Appendix A for pictures).
- Yard surface – The surface is gravel.
- Parking – Staff parking is provided in the form of 7 parking stalls to the east of the building for staff and company truck. A semi-truck parking space is to be provided just north of the other parking.
- Storage – Outdoor storage area containing pipes 20’ in length, PVC pipes and water totes within an 18 m by 24 m area, with stacking up to 8’ in height, which is to be fully screened by surrounding fencing.
- Traffic flow – counterclockwise flow from the middle gate
- Loading area 3.5 metres wide along the north side of the building.
- Due to the lack of storefront, no sidewalks and curbs are proposed; access is controlled through the middle gate for operations.
- Signage to show Company name near the middle fencing (no greater than 6’ x 8’ feet):



3. Business Operations

The business is a drilling operation (Aaron Drilling) using the site for storage of vehicles and materials. There is no storefront or customer access to the site. It is anticipated that the business will employ 6 full-time staff. The main office is situated within the Eastern Slopes Business Park (Diamond Valley) approximately 2.5 kilometres east of the subject parcel.

- i. Normal hours of operation are to be 8:00AM until 5:00 PM, Monday through Friday.
- ii. Traffic:
 - a. Average 6 staff or company vehicles daily, including the use of 5-ton truck to pick up materials and heavy equipment or vehicles.
 - b. Two deliveries per week by cube van for stored materials.
 - c. Twelve deliveries per year by semi-truck to bring larger materials.All vehicles are to follow established traffic flow for pickup and unloading.
- iii. Any materials stored on-site would be kept indoors in the proposed building or within the outdoor storage area within the south portion of the property. No noxious, toxic, radioactive, flammable or explosive materials stored shall be stored on the property.
- iv. Water will be provided weekly for landscaping purposes but not be stored on site.
- v. Outdoor garbage area southeast of the building will be screened by wooden enclosure.
- vi. Dark Sky compliant exterior lighting, for the building and yard areas.

POLICY EVALUATION:

Municipal District of Foothills No. 31, Town of Black Diamond, Town of Turner Valley, Intermunicipal Development Plan (IDP)

The IDP provides a framework for coordinated land use planning, conflict resolution, and growth management between municipalities, including the referral of land use applications within a perimeter from the Turner Valley and Black Diamond municipality limits and growth corridors (amalgamated as the Town of Diamond Valley in 2023). The subject parcel with proposed Land Use redesignation is located within the Black Diamond Referral Area and was circulated to the Town of Diamond Valley.

Land Use Bylaw 60/2014 (LUB)

Direct Control District #31 *See Appendix B of this report.*

The purpose and intent of this district is to allow operation of industrial related businesses on the lands. This district recognizes the necessity for uses to remain primarily light/medium industrial in nature due to the proximity to waste disposal sites, natural resource extraction activities in the area, and in response to limited reclamation and remediation of the lands in the area. The importance of maintaining minimal nuisance factor extending beyond the boundaries of the site must be considered when looking at new uses on these lands to reduce impact on the Town of Black Diamond.

Definitions for all uses can be found under section 2.5 of the Land Use Bylaw.

COMMERCIAL STORAGE means a building, group of buildings, or fenced compound in which rentable space is provided for the storage of goods of a non-hazardous nature. See Section 10.16 for more information on commercial storage

OUTDOOR STORAGE means the accessory storage of equipment, vehicles, goods, and materials in the open air where such storage of goods and materials does not involve the erection of permanent structures or the material alteration of the existing state of the land. This does not include Recreation Vehicle Storage.

Parking requirements*

Table 9.19 D Parking Requirements for commercial land uses:

COMMERCIAL	
Any development within a commercial use class not listed separately in this table with a floor area of	<p>Less than 1,000 sq. m. (10,764 sq. ft.) shall have 1 parking stall per 30 sq. m. (323 sq. ft.) of gross floor area; or</p> <p>1000 sq. m. (10764 sq. ft.) to 4,000 sq. m. (43,056 sq. ft.) Shall have 1 parking stall per 20 sq. m. (215 sq. ft.) of gross floor area; or</p> <p>Greater than 4,000 sq. m. (43,056 sq. ft.) shall have 1 parking stall per 17 sq. m. (183 sq. ft.) of gross floor area</p>

*Approximately 19 parking stalls

Table 9.19 F Parking Requirements for industrial land uses:

INDUSTRIAL USES	
Industrial Storage and Warehousing	<p>1 parking stall per 100 sq. m. (1,076 sq. ft.) up to 2,000 sq. m. (21,528 sq. ft.); plus</p> <p>1 parking stall per each additional 400 sq. m. (5,382 sq. ft.)</p>

*Approximately 2 parking stalls

CIRCULATION REFERRALS	
REFEREE	COMMENTS
INTERNAL	
Foothills Public Works Department	<p>A Letter of Consistence with the area SWMP is required.</p> <p>The 53' semi trailer should not be a permanent structure in its present location. If it is to become a permanent fixture, it must be relocated out of the proposed drainage swale and within the building envelope.</p>
Foothills Fire Department	No response available at the time of submission.
EXTERNAL	
Alberta Transportation and	In reviewing the application, the proposed development falls within the permit area of a provincial highway as outlined in the Highways Development and

CIRCULATION REFERRALS	
Economic Corridors	Protection Act / Regulation. The proposed development, however, will not cause any concern for ongoing highway operation or future highway expansion. Alberta Transportation and Economic Corridors, therefore, issues an exemption from the permit requirements for the development listed above pursuant to Section 25 of the <i>Highways Development and Protection Regulation</i> .
ATCO Gas and ATCO Transmission	No concerns or objections.
FortisAlberta	No concerns
Town of Diamond Valley	No response available at the time of submission.
PUBLIC	Public notification/referral does not occur with respect to Development Permits on Direct Control District lands unless review of the application involves a Public Meeting.

SUMMARY

The application before Council is for a development Permit application for one +/- 6,000 sq. ft. building and yard development in support of the following uses: Commercial Storage; Outdoor Storage; and including Signage for the related storage use on this Direct Control District #31 (DC#31) property.

OPTIONS FOR COUNCIL CONSIDERATION:

OPTION #1 – APPROVAL

It is requested that Council provide direction/comment respecting:

1. Authorizing the Development Officer to act as Development Authority with respect to reviewing information submitted by the Applicant and accepting the pre-release conditions as complete.
2. The approximate prescribed parking stalls number, as per section 9.19 of the Land Use Bylaw, is 19 stalls for a Commercial use, although the proposed use may be more similar to industrial storage which would only require 2 parking stalls. The proposed parking is for 7 stalls which is an intermediate measure adapted to the operation.

The applicant is requesting that Council authorize 7 parking stalls for the operation as the site is only used for storage.

The suggested motion for Option #1 is as follows:

Moved that Development Permit 26D093 to allow for one new +/- 6,000 sq. ft. cold storage building, and yard development in support of the following uses; Commercial Storage and Outdoor Storage; and including Signage for the related commercial use Ptn. SW 17-20-2 W5M; Plan 2411845, Block 3, Lot 9, be approved subject to the following conditions:

APPROVAL DESCRIPTION

Upon completion of the below noted Pre-Release Conditions, this approval allows for development and use on Plan 2411845, Block 3, Lot 9; Ptn. SW 17-20-2 W5M as follows:

1. Construction of a +/- 6,000 sq. ft. cold storage building for Commercial Storage occupancy and use, to be located and structured in accordance with the accepted plans;
2. Ancillary supporting development including Outdoor Storage use, waste management, fencing and gates, signage, lighting and security, parking and screening in accordance with the accepted final design plans and those Conditions and Requirements as included herein.

SUGGESTED CONDITIONS OF APPROVAL FOR COUNCIL'S CONSIDERATION

Council may wish to impose any of the following conditions or any additional or revised conditions.

PRE-RELEASE CONDITIONS

Pre-Release Conditions must be fulfilled before the Development Permit will be signed and released. Unless a time extension is issued under agreement between the Development Authority and the Applicant(s), failure to complete the pre-release conditions on or before **October 13, 2026**, will see this approval be deemed null and void.

The Development shall not proceed until such time as the County has issued a signed Development Permit.

1. The applicant is required to submit refundable security deposit in the amount of \$3,000.00 to ensure compliance with the Building, Safety, and Fire Codes. This deposit will be refunded at such time that all required permits and inspections have been obtained, and the buildings and facilities have been verified to be suitable for intended use and occupancy by the County's Safety Codes Officer and the Foothills Fire Department;
2. A Letter of Consistence with the area Stormwater Management Plan & Infrastructure Design (by WWR Inc. for Currick International of Canada Ltd., June 30, 2017, #SWMP5000517) is required, as well as all required engineering review fees, to the satisfaction of the Public Works department.

CONDITIONS OF APPROVAL

The following requirements must be completed within the twenty-four (24) month completion period for this Development Permit unless a time extension is issued under agreement between the Development Authority and the Applicant(s). Failure to complete the conditions of approval will see the Development Permit deemed null and void.

1. The development shall be executed in accordance with all conditions of approval and plans that have been acknowledged by the municipality to be appropriate;
2. All necessary building and safety codes permits and inspections shall be obtained from the County;
3. Prior to any occupancy, the applicant shall contact the Foothills Fire Department in order to arrange for a fire inspection. It is the applicant's responsibility to provide proof of such to the File Manager. Authorization for occupancy of the buildings/any portion thereof, shall not be granted until such time that required safeties and functionality are illustrated to have been met;
4. An Emergency Response Plan is to be established for the development. This plan is to be submitted for review and acceptance by the County;
5. The occupying business is required to obtain an annual business license with the County;
6. Prior to the County acknowledging completion of the development the applicant is to submit verification that all improvements are consistent with the plans and recommendations within the stormwater management plans, once submitted and accepted by the County, as per above pre-release condition 2.

7. It is the applicant's responsibility to provide notification to the File Manager upon completion of the development;
8. The applicant shall be responsible for payment of any professional costs including legal fees that may be incurred by the County with respect to implementation of this permit.

ADVISORY CONDITIONS

The following requirements are provided by Foothills County to inform the applicant(s) and landowner(s) of their necessity. It is the responsibility and liability of the applicant(s) and landowner(s) to ensure adherence with these requirements for the life of the development.

1. This approval wholly replaces any previous development approvals that have been issued for the subject property;
2. The development is to be maintained in accordance with all conditions of approval, plans and agreements that have been acknowledged by the municipality to be appropriate, and these advisory conditions. **Additions to, or revisions to the development and use approved herein may occur only upon obtaining appropriate independent approvals;**
3. The applicant is advised that review and acceptance of any required work(s) may be subject to payments of review fee(s) and/or inspection fee(s) as per the Foothills County Fee Schedule;
4. Development and use of the land are to comply with the requirements of the applicable Building, Safety, and Fire Codes at all times;
5. Screening and stormwater facilities shall at all times be maintained as per the plan(s) accepted to be appropriate by the municipality and must at all times be safe, functional, and in a good state of repair. The development shall at all times have a generally neat and orderly appearance and be free of weeds. Plantings are to be maintained to demonstrate healthy and vigorous growth;
6. Any jobsite signage related to construction and lot development is to be removed within 60 days of completion of the approved development;
7. The applicant is responsible to ensure that on-site parking and loading are at all times able to sustain use and occupancy. At no time shall the local municipal road surfaces be used for the purpose of loading/unloading, parking, or as a stacking space;
8. It is the landowner's responsibility to ensure appropriate internal access and site circulation for fire department apparatus and emergency access at all times;
9. Containers for garbage or recycling materials that are located outdoors shall be weatherproof and animal-proof and must be fully screened from adjacent lands. There shall be no storage of waste materials on the property, nor burning of waste materials on the property. All waste materials must be disposed of at an approved waste disposal site. Secondary containment for fluids shall be implemented where appropriate;
10. There shall be no storage of hazardous materials or goods on-site beyond the propane tank in accordance with the accepted plans;
11. Exterior lighting must adhere to the guidelines and technical specifications as outlined within the Foothills Dark Sky Bylaw, and comply with section 9.15 of the Land Use Bylaw 60/2014;
12. The issuance of a development permit by Foothills County does not relieve the applicants of the responsibility of complying with all other applicable municipal bylaws and requirements, nor excuse violation of any Provincial or federal regulation or act which may affect use of the land.

OPTION #2 POSTPONE A DECISION ON THE APPLICATION

Should Council have concerns regarding certain aspects of the application or feel that they require additional information in order to render a decision, Council may choose to postpone a decision on the application in order to obtain additional information from the applicant or to hold a Public Meeting at which the landowner/applicant is in attendance.

The suggested motion for Option #2 is as follows:

Moved that Council postpone making a decision on Development Permit application 26D093 until such time as the applicant has provided (the requested information) for Council’s consideration.

OPTION #3 REFUSAL

Should Council choose to refuse Development Permit 26D093, the following motion has been provided for consideration:

Council is of the opinion that the proposed use is beyond the scope of development suitable on the subject property.

APPENDICES

APPENDIX A:

MAP SET

LOCATION & ORTHO

LAND USE MAP

SITE PLAN & VISUALS

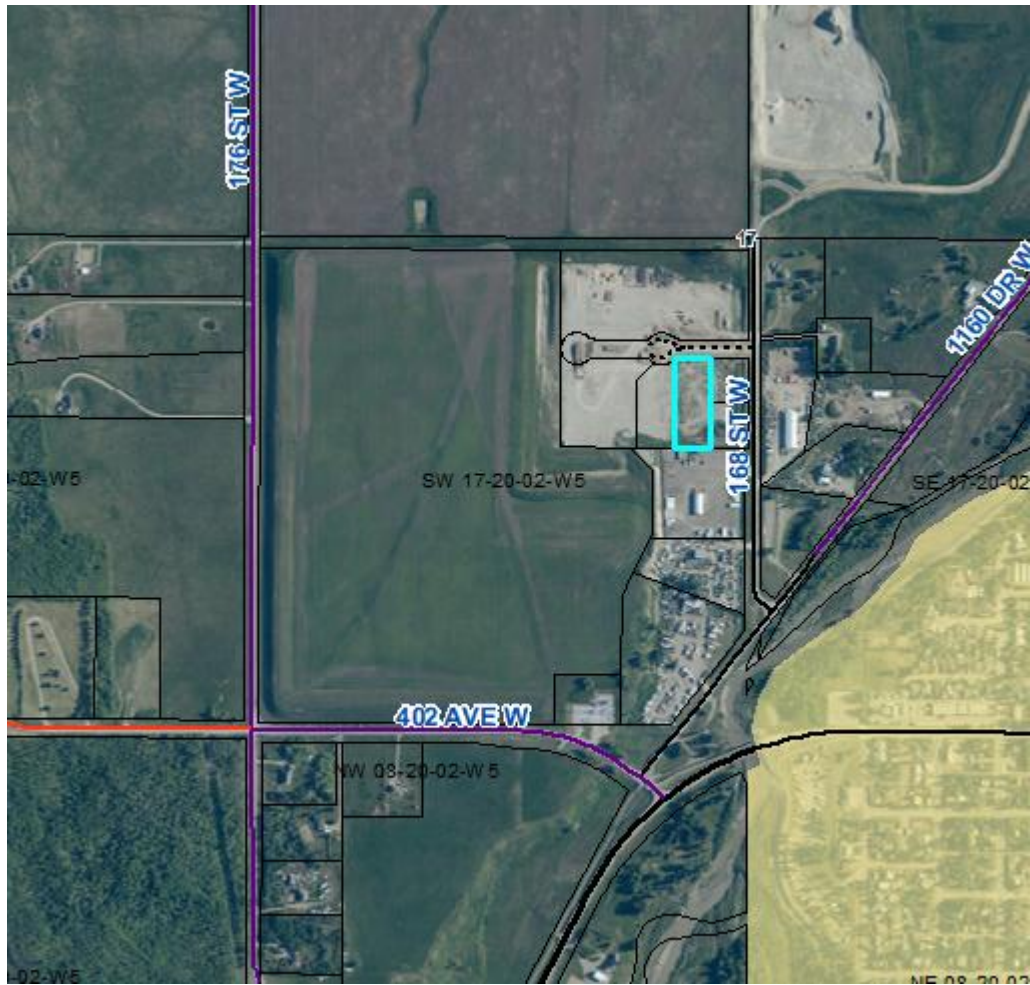
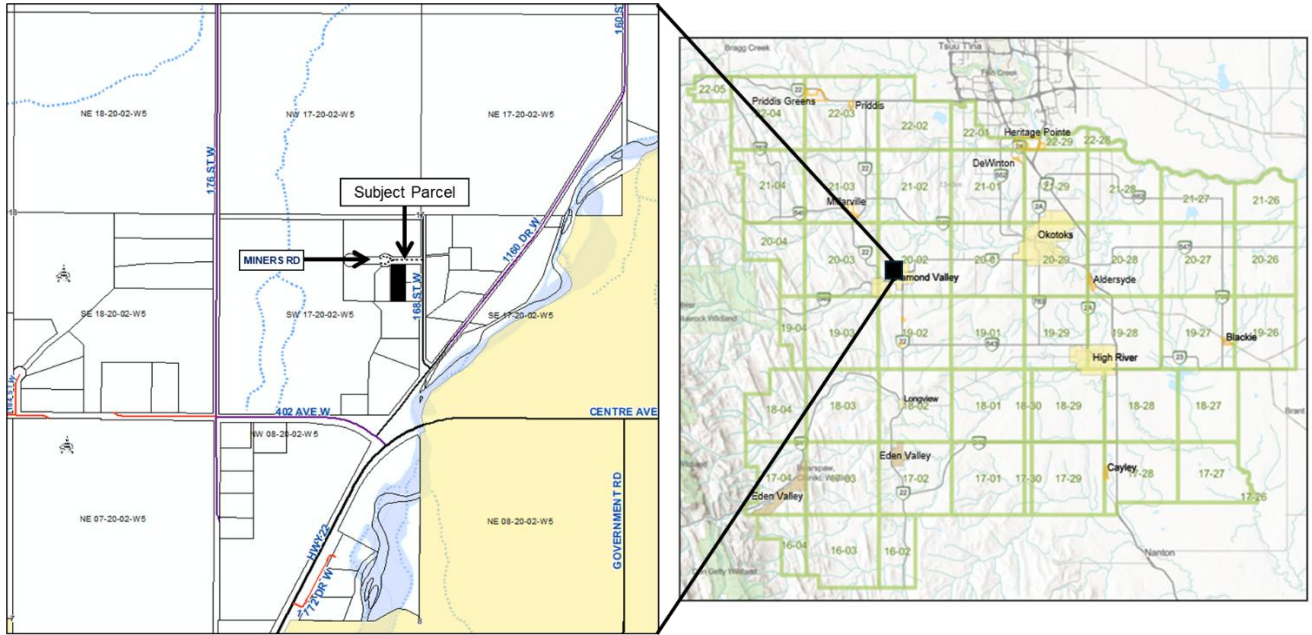
SITE PICTURE

APPENDIX B:

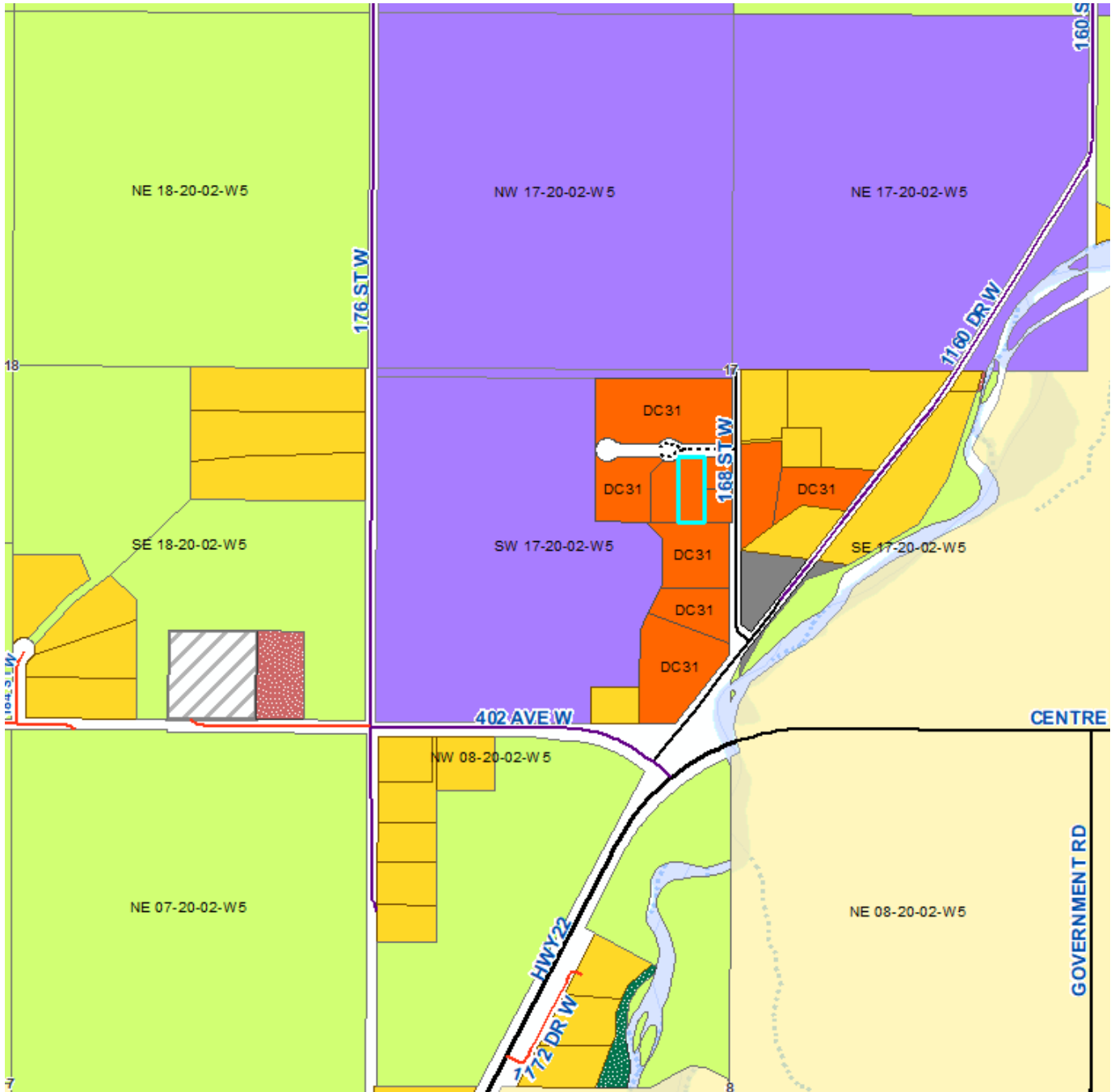
DIRECT CONTROL DISTRICT #31

APPENDIX A: MAP SET

LOCATION & ORTHO



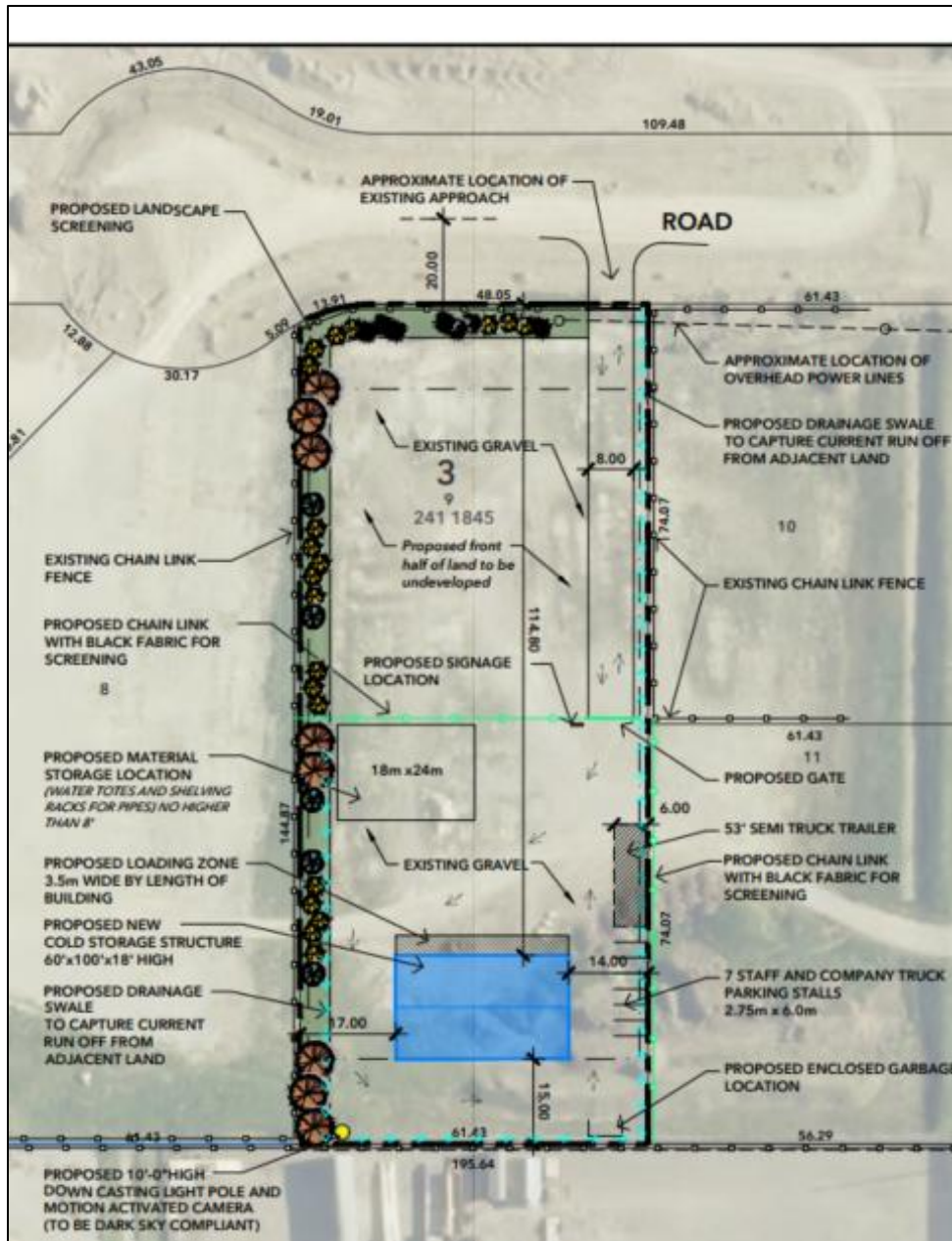
LAND USE MAP



Legend

- | | |
|--|---|
| A- Agricultural | ER- Environmental Reserve |
| AA- Agricultural Sub A | INR- Natural Resource Extractor |
| CR- Country Residential | MR- Municipal Reserve |
| CRA- Country Residential Sub A | PUL- Public Utility |
| DC - Direct Control | SD- Service District |
| | Parcels |

SITE PLAN & VISUALS



CLIENT

Aaron Drilling

PROJECT NUMBER

26-003

LEGAL ADDRESS

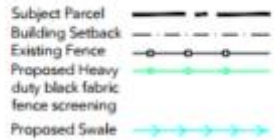
Plan 2411845, Lot 9, Block 3
SW 17-20-2 WSM
+/-2.25ac

DATE

March 13, 2026

Note

Land Use District of DC 31



LANDSCAPING

- Patmore Green Ash 70mm CAL. 8 qty
 - White Spruce 3000mm HT. 5 qty
 - Spirea, various cultivars 600mm HT. 20 qty
 - Common Effuse Juniper 600mm HT. 7 qty
- All Plant material sizes shown are minimum sizes.
 - All plant beds to have a min. of 75mm depth cedar mulch
 - Species substitution may be required based on availability
 - All plants and soft landscaping will be watered via water truck



PROPOSED COLD STORAGE STRUCTURE - 60'x100'x28'



PROPOSED GARBAGE ENCLOSURE



PROPOSED OUTDOOR SHELVING RACK



PROPOSED HEAVY DUTY BLACK FABRIC SCREENING

- Privacy screening in locations indicated on the plan - fabric to be black, UV-resistant HDPE material.

SITE PICTURE



Foothills County Land Use Bylaw |

18.31 DIRECT CONTROL DISTRICT #31 (DC 31)
BLACK DIAMOND INDUSTRIAL RURAL **DC#31**

18.31.1 PURPOSE AND INTENT

To allow operation of industrial related businesses on the lands. This district recognizes the necessity for uses to remain primarily light/medium industrial in nature due to the proximity to waste disposal sites, natural resource extraction activities in the area, and in response to limited reclamation and remediation of the lands in the area. The importance of maintaining minimal nuisance factor extending beyond the boundaries of the site must be considered when looking at new uses on these lands to reduce impact on the Town of Black Diamond. This district will allow for the Direct Control by Council over development on the following lands:

- Plan 0512737, Block 1, Lot 3, SE 17-20-02-W5
- Plan 0512737, Block 1, Lot 4, SE 17-20-02-W5
- Plan 1011623, Block 2, Lot 2, SW 17-20-02-W5
- Plan 1011623, Block 2, Lot 3, SW 17-20-02-W5
- Plan 0712752, Block 2, Lot 1, SW 17-20-02-W5
- Plan 1911157, Block 3, Lots 4 & 5, SW 17-20-02-W5

18.31.2 PERMITTED USES

- Accessory Buildings not requiring a development permit
- Agricultural General
- Office (in conjunction with primary industrial use on site)
- Contractor Limited
- Industry Light
- Manufacturing, Light
- Public Works
- Signs not requiring a development permit
- Solar Power System, Private (Not requiring a Development Permit)

18.31.3 DISCRETIONARY USES

- Accessory Building requiring a development permit;
- Accessory Uses
- Agricultural Processing and Distribution
- Agricultural Support Services
- Auto Body
- Auto Repair
- Auto Sales
- Auto Wreckers
- Car/Truck Wash
- Card Lock Fuel Dispensing Facility
- Commercial Storage
- Contractor General
- Farm Equipment Sales and Service
- Industry, General
- Industrial, Manufacturing/Processing
- Industrial, Storage and Warehousing
- Lot Grading
- Manmade Water features requiring a permit

Outdoor Display area (in conjunction with principal business)
Outdoor Storage
Public Quasi Public Installations and Facilities
Recreation Vehicle Sales
Recreation Vehicle Storage
Recycling Depot
Signs requiring a Development Permit
Solar Power System, Private (Requiring a Development Permit)
Storage Compound
Utility Services, Minor
Warehousing and Storage
Warehouse Sales
Waste management, Minor

18.31.4 LAND USE REQUIREMENTS

18.31.4.1 Standards of the development shall be at the discretion of Council.

18.31.5 DEVELOPMENT REQUIREMENTS

18.31.5.1 Maximum Height of Structures:

- a. All Buildings
 - i. 12m (39.37 ft. ft.);
- b. Radio antennas, internet towers and wind turbines:
 - i. 16m (52.49 ft.);
 - ii. Or as determined by Council.

18.31.5.2 Maximum Lot Coverage

- a. No building or group of buildings including their accessory buildings and impervious surfaces shall cover more than sixty (60) percent of the lot area.

18.31.5.3 Minimum Yard Setback Requirements:

- a. Front Yard Setback:
 - i. 15m (49.21 ft.) from the right of way of an Internal Subdivision Road;
 - ii. 48m (157.48ft.) from the centre line of a Municipal Road;
 - iii. 40m (131.23 ft.) from the ultimate right of way or 70 meters from the centreline of a Provincial highway, whichever is greater;
 - iv. Or as determined by Council.
- b. Side Yard Setback:
 - i. 1.5m (4.92 ft.) from property line;
 - ii. Or as determined by Council.
- c. Rear Yard Setback:
 - i. 15m (49.21 ft.) from property line;
 - ii. Or as determined by Council.
- d. If the title to a lot is subject to a caveat in respect of a land dedication or an agreement for the acquisition of land for road widening purposes, the dedicated area or area of

Foothills County Land Use Bylaw |

future road widening shall be considered the future property boundary for which setback distances set out shall apply.

18.31.5.4 Corner Parcel Restrictions:

- a. In accordance with Sections 9.27.9 - 9.27.12.

18.31.5.5 Other Minimum Setback Requirements:

- a. See Section 9.27 "Special Setback Requirements" of Land use bylaw for additional setback requirements that may apply;
- b. The Approving Authority may require a greater building setback for any industrial use which, in the opinion of the Approving Authority, may interfere with the amenity of adjacent uses.

18.31.6 SPECIAL PROVISIONS

18.31.6.1 The number of employees working on site shall be at the discretion of Council.

18.31.6.2 The maximum number of Business Visits per day shall be at the discretion of Council.

18.31.6.3 Storage:

- a. Exterior storage may be allowed if adequately screened with partial to full screening as required by the Approving Authority.

18.31.6.4 Safety and Fire Code Requirements:

- a. Applicants shall be required to provide proof of compliance or the ability to become compliant with all Provincial Safety Code and Fire Code requirements as part of the development permit application for their development unless requested to do so by Council as part of the Land Use Bylaw amendment application.

18.31.6.5 Landscaping and Screening:

- a. Landscaping shall be completed in accordance with the Municipal Screening Standards;
- b. Levels and methods of screening of the site shall be completed in accordance with the Municipal Screening Standards.

18.31.6.6 Nuisance:

- a. Minimal offensive noise, vibration, smoke, dust, odor, heat, glare, electrical or radio disturbance detectable beyond the boundary of the lot.

18.31.6.7 The Approving Authority, may, as a condition of issuing a Development Permit impose any condition that addresses a relevant planning and development matter, including but not limited to:

- a. Location and maximum size of accessory building to be constructed;
- b. Development setbacks;
- c. Hours of operation;
- d. Number of employees;
- e. Number of vehicle visits per day;
- f. Size and number of structures permitted on site;
- g. Requirements for evacuation and emergency response plans;

Foothills County Land Use Bylaw |

- h. Upgrades on municipal roads;
- i. Mitigation of impacts on municipal roads;
- j. Compliance reporting requirements;
- k. Noise;
- l. Buffering;
- m. Lighting;
- n. Outdoor storage;
- o. Parking requirements;
- p. Screening of facilities;
- q. Proof of compliance with fire and safety codes inspections of the facility;
- r. Any other condition that Council deems necessary.

18.31.6.8 Lighting:

- a. All lighting must be in accordance with Section 9.15 of this Land use bylaw and with the Municipal Dark Sky Bylaw.

18.31.6.9 Lot Drainage:

- a. A Development agreement shall be entered into for lot grading to the satisfaction of the Director, Public Works and Engineering;
- b. Lot grading and drainage shall be in accordance with Section 9.17 of the Land use bylaw.

18.31.6.10 Other:

- a. The Approving Authority may allow a building to be occupied by a combination of one or more of the above mentioned uses listed for this district and each use shall be considered as a separate use.


18.31.7 PROCEDURE

18.31.7.1 Notwithstanding the procedure established for development permit applications in Section 4, an application for development permit in respect of lands referred to in Section 18.31.1 shall be referred by the Development Officer to the Council for its approval or refusal.

18.31.7.2 Notwithstanding the procedure established for the issuance of development permits in Section 5, the Council shall decide on all applications for development permits with respect to lands referred to in Section 18.31.1. The council may approve a development permit application with or without conditions or may refuse an application for development permit.

18.31.7.3 There is no appeal to the Development Appeal Board from a decision of the Council on an application for a development permit in respect of the lands referred to in Section 18.31.1.

MISCELLANEOUS PLANNING ITEM
 PLANNING AND DEVELOPMENT REPORT TO COUNCIL
 2nd and 3rd READINGS TO BYLAW 59/2025
 MAY 13, 2026

APPLICATION INFORMATION		FILE NO. 25R 051
The following Councilors can vote on this item: Reeve Siewert, Deputy Reeve Oel, Councillor Alger, and Councillor McHugh		
	LANDOWNER: Chinook Feeders 2024 Ltd. APPLICANT: 2716438 Alberta Ltd AGENT: Daniele Chiodini of Taurus Canada Renewable Natural Gas Corporation	
	LEGAL DESCRIPTION OF LANDS: Ptn. SE 11-17-27-W4 (160 ac)	
	AREA OF SUBJECT LANDS: 160 Acres	
	CURRENT LAND USE: Agricultural District	
<p>PROPOSAL: Application for a site-specific amendment to the Agricultural District on Ptn. SE 11-17-27-W4 (160 acres), to allow for an Anaerobic Digester Facility as a Permitted Use, and an exception to the maximum height requirements as follows:</p> <ul style="list-style-type: none"> i Anaerobic Digesters up to a maximum height of 30m; ii Accessory building (Biogas upgrading building) up to maximum height of 16m; iii Flare Tower up to a maximum height of 16m. 		
DIVISION NO: 1	COUNCILLOR: Rob Siewert	FILE MANAGER: Heather Hemingway

PURPOSE OF REQUEST

Request to Council to provide 2nd and 3rd reading to Bylaw 59/2025.

BACKGROUND INFORMATION

September 17, 2025, subsequent to a public hearing, Foothills County Council granted first reading to Bylaw 59/2025 to authorize a site-specific amendment to the Agricultural District to allow for an Anaerobic Digester Facility, generally as proposed, as a Discretionary Use on the subject lands (Ptn. SE 11-17-27-W4 – 160 acres), and to allow for exceptions to the maximum height requirement for the project as follows:

- i Anaerobic Digesters up to a maximum height of 30m;
- ii Accessory building (Biogas upgrading building) up to maximum height of 16m;
- iii Flare Tower up to a maximum height of 16m.

MINOR REVISIONS TO PROPOSAL

The following minor modifications were identified through the Development Permit application:

a. Renewable Natural Gas (RNG) Transport:

The applicant has revised its RNG transportation approach. Instead of injecting RNG into a pipeline located closer to the site, the updated proposal involves trucking the RNG via compressed natural gas (CNG) trailers to an injection point on the TransCanada Pipeline system.

- On average, this change is expected to result in approximately **three trucks per day departing the site.**

b. Site Layout Adjustments:

Minor changes have been made to the facility layout and component locations, including:

- The lagoon has been redesigned to be shallower due to a higher-than-anticipated groundwater table, resulting in an increased surface area. The lagoon will remain fully covered, and odour management measures are unchanged.
- The addition of two stormwater management basins to support site drainage and runoff control.

Administration considers the proposed changes to be consistent with the development generally as presented to Council and is of the opinion that they do not affect the overall approval or further readings of the Land Use Bylaw amendment.

COUNCIL ACTION REQUESTED:

Council is requested to consider granting 2nd and 3rd reading to Bylaw 59/2025 authorizing a site-specific amendment to allow for an Anaerobic Digester Facility, generally as proposed, as a Discretionary Use on the subject lands (Ptn. SE 11-17-27-W4 – 160 acres), and to allow for exceptions to the maximum height requirement for the project as follows:

- i Anaerobic Digesters up to a maximum height of 30m;
- ii Accessory building (Biogas upgrading building) up to maximum height of 16m;
- iii Flare Tower up to a maximum height of 16m.

APPENDICES

APPENDIX A: MAP SET:

Location map

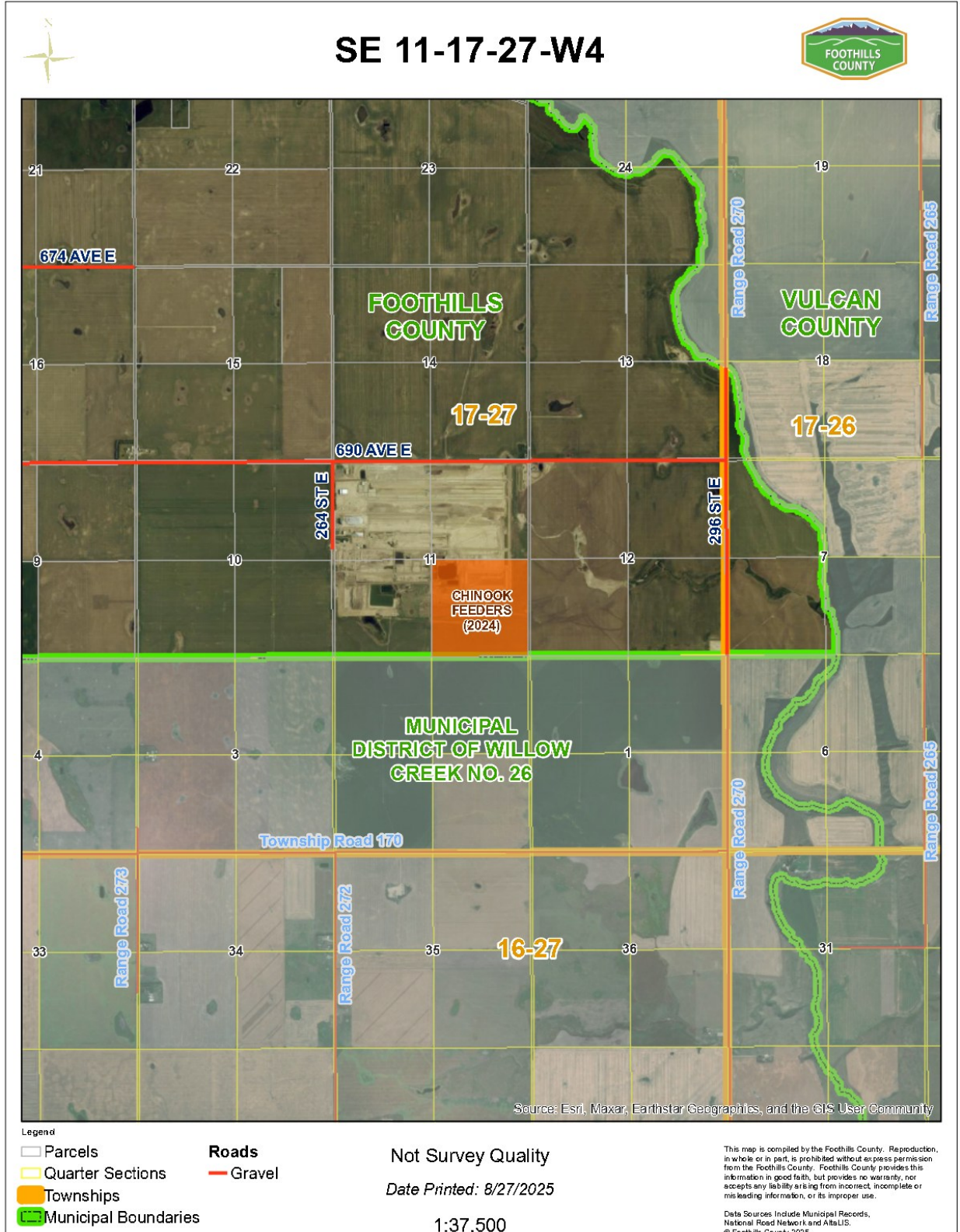
Original layout map submitted at SSA

Revised layout map submitted with DP

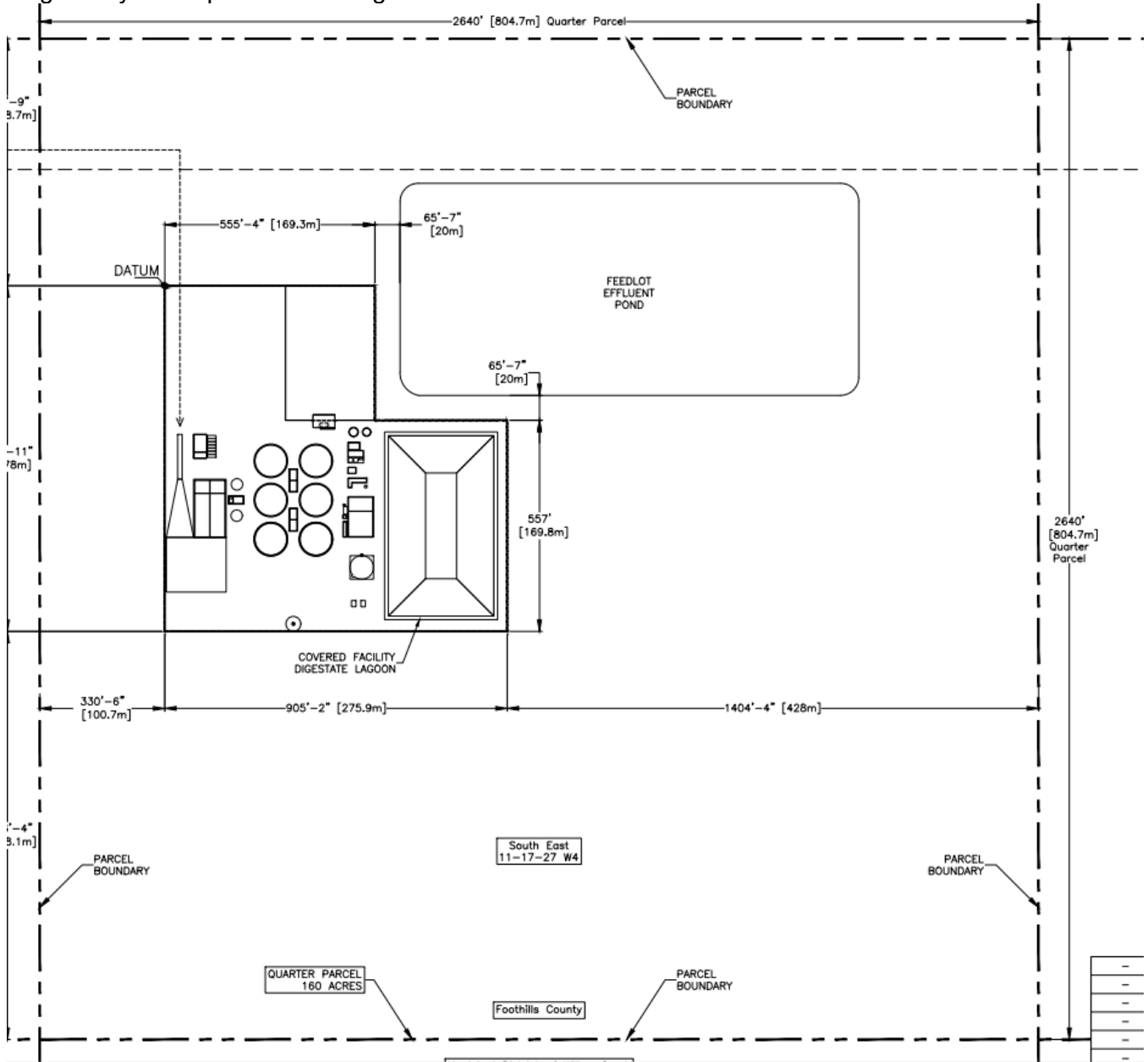
APPENDIX B: PROPOSED BYLAW

Draft Bylaw 59/2025 - Bylaw For Site-Specific Amendments For Anaerobic Digester Facility

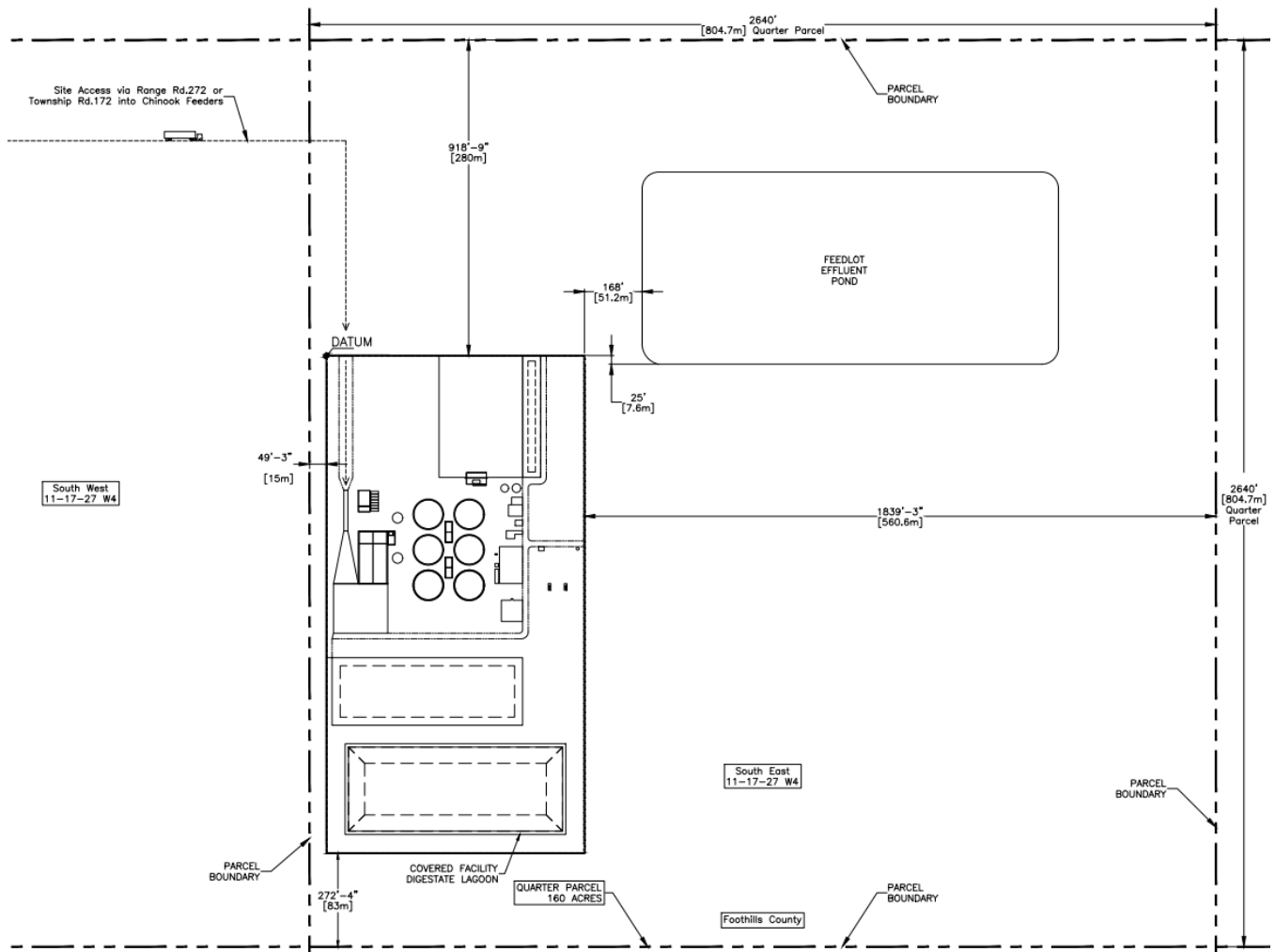
APPENDIX A – MAP SET
 Location Map



APPENDIX A: MAP SET:
Original layout map - SSA Hearing



APPENDIX A: MAP SET:
 Revised layout - Development Permit



APPENDIX B: PROPOSED BYLAW

BYLAW 59/2025

BEING A BYLAW OF FOOTHILLS COUNTY TO AUTHORIZE AN AMENDMENT TO THE LAND USE BYLAW NO. 60/2014 AS AMENDED

WHEREAS pursuant to the provisions of the Municipal Government Act, Chapter M-26 Revised Statutes of Alberta 2000, and amendments thereto, the Council of Foothills County in the Province of Alberta, has adopted Land Use Bylaw No. 60/2014 and amendments thereto.

AND WHEREAS the Council has received an application to further amend the Land Use Bylaw by authorizing a Site-Specific Amendment to the Agricultural District land use rules to allow for an Anaerobic Manure-Only Biodigester Facility, generally as proposed as a discretionary use and to allow for an exception to the maximum height requirements as follows:

- i Anaerobic Digesters up to a maximum height of 30m;
- ii Accessory building (Biogas upgrading building) up to maximum height of 16m;
- iii Flare Tower up to a maximum height of 16m.

all on Ptn. SE 11-17-27 W4M.

NOW THEREFORE THE COUNCIL ENACTS AS FOLLOWS:

- 1. Under SECTION 12.1 AGRICULTURAL DISTRICT, the following shall be added under Section 12.1.5 DISCRETIONARY USES on Ptn. SE 11-17-27 W4M:

To allow for an Anaerobic Manue-Only Biodigester Facility and to allow for an exception to the maximum height requirements as follows:

- i Anaerobic Digesters up to a maximum height of 30m;*
- ii Accessory building (Biogas upgrading building) up to maximum height of 16m;*
- iii Flare Tower up to a maximum height of 16m.*

On the lands described as Ptn. SE 11-17-27 W4M (subject lands).

- 2. This Bylaw shall have effect on the date of its third reading and upon signing.

FIRST READING: September 17, 2025

-

Reeve

CAO

SECOND READING:

Reeve

CAO

THIRD READING:

Reeve

CAO

PASSED IN OPEN COUNCIL assembled at the Town of High River in the Province of Alberta this day of _____, 20_____.