

**FOOTHILLS COUNTY**

309 Macleod Trail, Box 5605
High River, Alberta T1V 1M7
Phone: 403-652-2341
Fax: 403-652-7880
www.FoothillsCountyAB.ca
planning@foothillscountyab.ca

October 22, 2025

«MailName»
«AddLine1»
«AddLine2» «AddLine3»
«City», «Prov» «Postal»

Dear Sir/Madam:

TAKE NOTICE that, in accordance with Land Use Bylaw No. 60/2014, a Development Permit application has been approved subject to conditions (attached) and a 21-day appeal period, for a parcel of land that is located within one half mile of your property. The details of the Development Permit application are as follows:

Development Permit Application File#: 25D 245
Legal Description: N 07-20-29 W4M
Approval Description: Dwelling, Moved-On & Sea-Can
Applicant/Owner: Fine Line Homes (Applicant) / Jesse & Allison Michaud (Owners)
Location: Located on the east side of Meridian Street, just south of 402nd Avenue

Pursuant to Section 685(2) of the Municipal Government Act, a person affected by this decision has a right of appeal. Notices of Appeal, including payment of the appeal fee are to be filed with the Subdivision and Development Appeal Board within 21 days from the date of the development permit decision (attached). Notices of Appeal and payment of the appeal fee are to be received **no later than November 13, 2025**. Notices of Appeal received after the 21-day notification period will be invalid.

The form required for the Notice of Development Appeal is available on the Foothills County website. To access the form, please visit the following link: <https://www.foothillscountyab.ca/resources/notice-development-appeal>. For further assistance or if you would like us to email you the form, please contact our Planning and Development Department at **403-652-2341** or via email at Planning@FoothillsCountyAB.ca.

You should not rely on Notices of Appeal filed by other persons as giving you the right to be heard at an appeal hearing, as only the appellant, applicant or authorized representative of either party is guaranteed the opportunity to be heard at an appeal hearing. If you choose to submit an appeal, please complete the '**Notice of Development Appeal**' form found on our website and return the completed form with payment of the required appeal fee to the Subdivision and Development Appeal Board Clerk by email at appeals@FoothillsCountyAB.ca or by fax at 403-652-7880.

The appeal fee will be returned 2 to 3 weeks after the appeal hearing if there is record that the appellant or someone authorized to act on behalf of the appellant was in attendance at the time of the scheduled appeal hearing.

Should you have any questions, concerns, or require clarification on the appeal process, please contact the undersigned.

**NOTE: APPEAL SUBMISSION REQUIREMENTS ARE OUTLINED ON THE
'NOTICE OF DEVELOPMENT APPEAL' FORM**

Yours truly,
FOOTHILLS COUNTY

Original Signed By...

Brenda Bartnik
Development Officer
Brenda.Bartnik@foothillscountyab.ca
(403) 603-6222

BB/as
Encl. – Development Authority Decision



DEVELOPMENT AUTHORITY DECISION

DATE OF DECISION: October 22, 2025

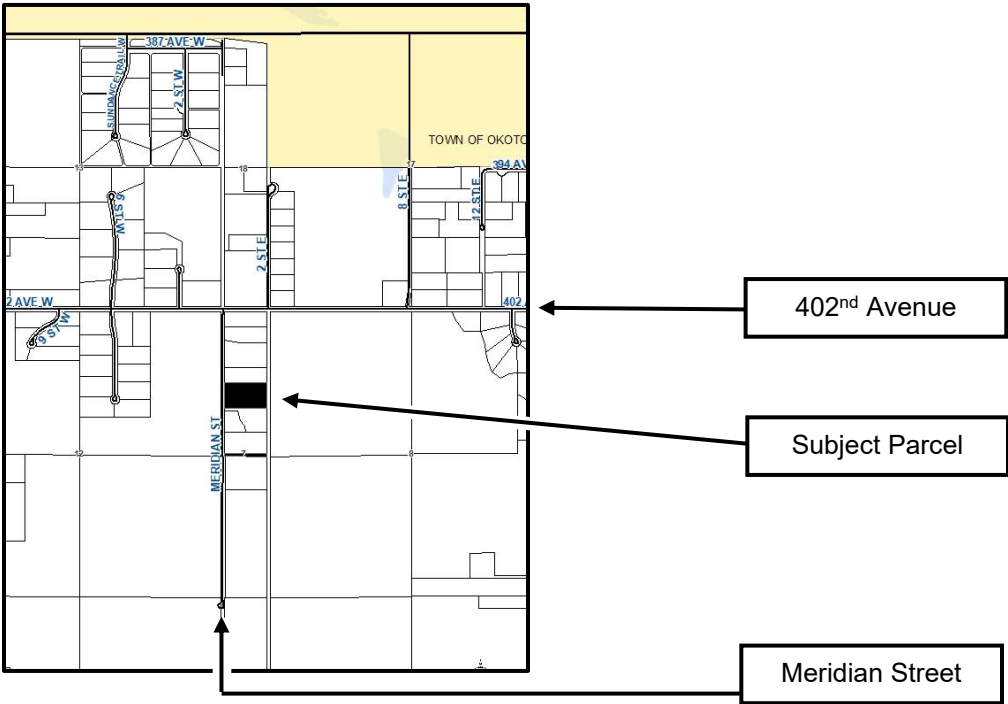
THIS IS NOT A DEVELOPMENT PERMIT OR BUILDING PERMIT. PLEASE REFER TO THE NOTES SECTION FOR ADDITIONAL INFORMATION.

APPLICATION FILE NUMBER: 25D 245
LANDOWNER(S) / APPLICANT(S): JESSE & ALLISON MICHAUD / FINE LINE HOMES
PROPOSAL DESCRIPTION: DWELLING, MOVED-ON & SEA-CAN
LEGAL DESCRIPTION: PTN. N 07-20-29 W4M

LOCATION AND DESCRIPTION OF SUBJECT PARCEL:

The subject property is an 8.55 acre Country Residential District parcel located on the east side of Meridian Street, just south of 402nd Avenue.

Location Map:



INTENT OF THE DEVELOPMENT PERMIT APPLICATION:

An application has been submitted to allow for a previously lived in +/- 2,500 sq. ft. dwelling to be moved onto the property and placed upon a permanent foundation to serve as the permitted Dwelling, Single Family on this parcel.

In reviewing this application, it was noted that a Sea-Can has been located on the property to serve as personal storage for the landowners.

A Dwelling, Single Family that has previously been lived in or used as a residence, which has been relocated to a new parcel for the purpose of a Dwelling Unit is to be considered as a *Dwelling, Moved On*.

Dwelling, Moved On is a Discretionary Use under the Country Residential land use district; therefore, decisions on applications for Development Permit for this use are to the discretion of the Development Officer.

On parcels of less than 21 acres in size, a Development Permit is required for placement of a Sea-Can.

The application for a Development Permit in accordance with the provisions of Land Use Bylaw 60/2014 of Foothills County in respect of the *Dwelling, Moved On* and a *Sea-Can* on the subject parcel being Ptn. N 07-20-29 W4M has been considered by the Development Officer and is **APPROVED** subject to the following:

APPROVAL DESCRIPTION:

Upon completion of the pre-release conditions, this approval will allow for:

1. A previously lived in +/- 2,500 sq. ft. Dwelling to be relocated to the subject property for use as a Dwelling, Single Family.
2. One Sea-Can having a footprint of 320 sq. ft. for the purposes of personal use storage.

PRE-RELEASE CONDITION(S):

Pre-release condition(s) must be complied with before the Development Permit will be signed and issued. Failure to complete the pre-release condition(s) on or before **March 22, 2025** will see this approval deemed null and void, unless a time extension is issued under agreement between the Development Authority and the Applicant(s).

1. The applicant is to submit a refundable security deposit in the amount of \$25,000 in order to ensure compliance with the conditions of this permit; specifically, to ensure construction of the foundation and all other work required to complete the exterior of the dwelling to a high standard of appearance. This security will be refunded at such time that confirmation that the development meets the conditions of this approval are verified.
2. The applicant is to submit:

- a. Illustration that slopes in the proposed development location are less than 15%, or alternately, submit a Slope Stability Assessment;;
- b. An approach plan, 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. Prior to moving the proposed Dwelling Unit onto the property, a transport permit shall be obtained from *RoaData Services Ltd.*;
2. All necessary building, plumbing, gas, septic, and electrical permits; and inspections for the Dwelling, Moved-On and the Sea-Can must be obtained from the County;
3. Failure to locate the Dwelling onto a permanent foundation within 60 days of it's arrival onto the lot shall see this approval deemed null and void; and the structure shall be immediately removed from the property;
4. All structural and exterior renovations are to be completed within one year of the issuance of the Development Permit, failing which, the deposit for compliance will be forfeited in order to see completion of the required renovations and/or removal of the Dwelling, Moved On, from the property in its entirety;
5. It is the applicant's responsibility to install and maintain an emergency address for the property. Please contact the County's GIS department at 403-652-2341;
6. Prior to implementation of a finishing and screening plan for the Sea-Can the proposed plan shall be reviewed and accepted by the Development Authority. Exterior painting of the Sea-Can and visual screening using landscaping shall be completed prior to August 31, 2026;
7. Prior to the County acknowledging completion of the development and refunding the deposit for compliance, the following shall be illustrated:
 - a. An approach shall be installed as per the accepted plan;
 - b. All exterior surfaces of the dwelling must be finished with consistent and aesthetically pleasing materials, and no exterior surface may remain unfinished or uncovered;
 - c. The County's Safety Codes Officer shall acknowledge completion of all required permits and inspections and verify the Dwelling, Moved On, to be suitable for its proposed use and occupancy;
 - d. The existing shed, horse shelter and Sea-Can shall be re-located so as to meet setback requirements from property lines (15m) and slope (30m from a slope of greater than 15%);
8. The applicant shall provide written notification to the Development Authority upon completion of the development, as approved herein;
9. The applicant shall be responsible for payment of any professional costs including legal fees that may be incurred by Foothills County with respect to the implementation of this permit.

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. The applicant shall construct and maintain the development in accordance with all conditions of approval and plans that have 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. Development shall comply with the applicable Building, Safety and Fire Codes at all times;
3. It is the landowner's responsibility to ensure that the Sea-Can is maintained to be safe, functional and in good repair, including the preservation of the exterior finish, to ensure that the Sea-Can aesthetically complements the primary structure on the subject property. Any damage must be repaired in a timely manner and the unit shall be refinished at any such time that it begins to appear unsightly from age or degradation;
4. Applicants are responsible to ensure that road bans and haul requirements for municipal road surfaces are adhered to at all times. For additional information, please contact the County's Public Works department: 403-652-2341;
5. All installation(s) of exterior lighting must adhere to the guidelines and technical specifications as outlined within the Dark Sky Bylaw;
6. 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;
7. The applicant agrees to indemnify and hold harmless the County against the cost of any claims or actions, or awards for loss or damage to the applicant and/or owner(s) arising from the use and development of the subject property.

Notes:

1. **This is not a Building Permit.** Construction practices and standards of construction of any building or any structure authorized by the Development Permit, once signed and issued, must be in accordance with the Building and Safety Codes Permits. An application must be made for all required Building and/or Safety Codes Permits.
2. **This is not a Development Permit.** The Development Permit may be signed and issued upon completion of the 21-day appeal period; should no appeals be received, and completion of all Pre-Release Conditions (if any). Development must not proceed until this permit has been signed and issued.
3. This Development Permit Decision is subject to a 21-day appeal period. Pursuant to Section 685(2) of the Municipal Government Act, a person affected by this decision has a right of appeal.
4. Notification of this Development Permit Decision will be advertised in two issues of the Western Wheel and circulated to area landowners (according to County Records at this time) within the subject quarter-section and for one-half mile surrounding the subject parcel. Development Permit Notices can also be viewed on our website, www.foothillscountyab.ca.
5. The Development Permit, once signed and issued, shall thereafter be null and void if the development or use is abandoned for a period of six months.
6. The conditions of this Development Permit Decision must be met and adhered to at all times. Fines and/or Enforcement action may occur if operating outside of the Development Permit Decision.



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I AM APPEALING (check only one)		
Development Authority Decision ☐ Approval ☐ Conditions of Approval ☐ Refusal <u>Development Permit #</u> Date of Decision: (Y/M/D) _____	Subdivision Authority Decision ☐ Approval ☐ Conditions of Approval ☐ Refusal <u>Subdivision Application #</u> Date of Decision: (Y/M/D) _____	Decision of Enforcement Services ☐ Stop Order ☐ Compliance Order <u>Enforcement Order #</u> Date of Decision: (Y/M/D) _____
REASON FOR APPEAL (attach separate page(s) if required)		
All appeals should contain the reasons for the appeal, including the issues in the decision or the conditions imposed in the approval that are the subject of the appeal.		

Submitting an Appeal – Subdivision Authority Decisions

Appeals of decisions on subdivision applications are covered by [sections 678 to 682 of the Municipal Government Act](#).

A decision on an application for subdivision may be appealed by the applicant, by a Government department (if that department is required to be circulated on the application) or by the School Authority (with respect to matters related to municipal reserve or school reserve lands).

Appeals must be made by filing a notice of appeal within **14 days** of receipt of the decision with either the local Subdivision and Development Appeal Board or the Land and Property Rights Tribunal. Which board is the appropriate board to hear the appeal will depend on certain factors with respect to the land involved. The Land and Property Rights Tribunal hears subdivision appeals where there is a provincial interest. Otherwise, the appeals are heard by the local SDAB.

Notice of appeal should be filed with the Land and Property Rights Tribunal when the subject property is:

- within Alberta’s "Green Area"
- ‘adjacent’ to or contains a body of water
 - adjacent means contiguous or would be contiguous if not for a railway, road, utility right of way or reserve land
- adjacent to or contains (either partially or wholly) land identified on the Listing of Historic Resources or public land set aside for use as historic resource
- the subject of a license, permit, approval or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission
- the subject of a license, permit, approval or other authorization granted by the Minister of Environment and Protected Areas
- within the following distances:
 - 1600 metres of a provincial highway
 - 450 metres of a hazardous waste management facility
 - 450 metres of the working area of an operating landfill
 - 300 metres of the disposal area of any landfill
 - 300 metres of a wastewater treatment plant
 - 300 metres of the working area of a non-hazardous waste storage site

Some of the distances may be varied in writing by a provincial government department, in which case the SDAB will hear the appeal.

Submitting an Appeal – Development Authority Decisions

Appeal of development authority decisions are covered by [Sections 684 to 687 of the Municipal Government Act](#).

A decision on an application for development may be appealed by the person applying for the permit or by any person affected by an order, decision or development permit made or issued by a development authority.

An order issued under a decision of Enforcement Services, being a Stop Order or Compliance Order, may be appealed by the person affected by the order.

Appeals must be made by filing a notice of appeal within **21 Days** after the date on which the written decision is given with either the local Development Appeal Board or the Land and Property Rights Tribunal. Which board is the appropriate board to hear the appeal will depend on certain factors with respect to the land involved. The Land and Property Rights Tribunal hears development appeals where there is a provincial interest. Otherwise, the appeals are heard by the local Subdivision and Development Appeal Board.

Notice of appeal should be filed with the Land and Property Rights Tribunal when the subject property is:

- The subject of a license, permit, approval or other authorization granted by the Natural Resources Conservation Board, Energy Resources Conservation Board, Alberta Energy Regulator, Alberta Energy and Utilities Board or Alberta Utilities Commission
- The subject of a license, permit, approval or other authorization granted by the Minister of Environment and Protected Areas

THE APPEAL FEE MUST ACCOMPANY THE NOTICE OF APPEAL FORM

**Appeal fees are set in the County’s Fee Bylaw, which is generally reviewed and amended annually.*

Appeal Type	Fee
Development Authority Decision (fee refunded if appellant appears before the Subdivision and Development Appeal Board)	\$100
Development Authority Decision – Automatic Refusal	\$575
Stop Order	\$575
Subdivision Authority Decision (paid at time of subdivision application and used as a credit on endorsement fees except where the owner/agent appeals the subdivision decision or a condition of the subdivision)	\$2,000

How to submit your appeal and pay your fee

Completed Notice of Appeal forms may be submitted by mail, in person or by email. Your Notice of Appeal must be received on or before the final appeal deadline and must include the applicable fees as outlined above.

Mail or deliver to:

SDAB Clerk, Foothills County

Box 5605, 309 Macleod Tr. S., High River, AB T1V 1M7

Email to:

appeals@foothillscountyab.ca

Please make cheques payable to "Foothills County"

To pay by Credit Card, please use the Credit Card Authorization section found on page 2 of the Notice of Appeal Form.

****NOTE FOR EMAIL SUBMISSIONS ONLY: IF YOU DO NOT RECEIVE AN EMAIL CONFIRMATION NOTIFYING YOU OF RECEIPT OF YOUR APPEAL, PLEASE CONTACT THE SDAB CLERK IMMEDIATELY****

What happens after my appeal is submitted?

Once your completed Notice of Appeal form is submitted on time and with the required fee, the appeal will be heard by the SDAB within 30 days. The SDAB Clerk will provide you with additional information regarding the appeal hearing.

If the appeal is against the decision of a Subdivision Authority, notice will be sent to you and to landowners adjacent to the subject property. If the appeal is against the decision of a Development Authority, notice will be sent to you and to landowners located within the half mile surrounding the subject property.

More information

For more information about filing an appeal or SDAB procedures, please contact the SDAB Clerk at:

Phone: 403-652-2341

Email: appeals@FoothillsCountyAB.ca