



# Application for Amendment to Land Use Bylaw

Foothills County

309 Macleod Trail, Box 5605, High River, AB T1V 1M7 • Tel: 403-652-2341 Fax: 403-652-7880

www.foothillscountyab.ca

Email: planning@foothillscountyab.ca

RECEIVED

SEP 22 2025

Note: An Application Fee of \$ \_\_\_\_\_ shall accompany this application.

Date Received: \_\_\_\_\_ Receipt No. \_\_\_\_\_

## THIS SECTION TO BE COMPLETED IN FULL BY THE APPLICANT

I, Mark Sutherland  
Name of Registered Owner (please print)

hereby certify that I am the registered owner of the land described above and authorize

Kiera Schussler  
Name of Agent (please print) to act as agent in the matter.

## PLEASE ACCEPT THIS APPLICATION REGARDING LEGAL LAND DESCRIPTION

All/part of the NW 1/4 sec. 36 twp. 20 range 29 west of 4 meridian.

Being all parts of lot 2 block A Reg. Plan No. 031 C.O.T. No. 0312

TO: (Choose One)

☐ Redesignate from \_\_\_\_\_ to \_\_\_\_\_

☒ Amend the Land use Bylaw by allowing two temporary residence permits. The land already has two, we want to upgrade one.

Size of existing parcel(s) 16.19 ha Size of proposed parcel(s) \_\_\_\_\_

40.006 Acres

The reasons for the (redesignation) (amendment) are as follows:

We have seasonal barn help and then family that live on property and help. We need to upgrade one of the existing homes.

I certify that the information given on this form and attachment hereto are full and complete and is to the best of my knowledge a true statement of the facts concerning this application and I am the registered owner and/or the duly authorized agent.

Date Sept 9 2025

Signed \_\_\_\_\_

## Right of Entry

I, being the owner or person in possession of the above described land and any buildings thereon consent to an authorized person designated by Foothills County to enter upon the land for the purpose of inspection during the processing of this application.

September 8, 2025

Date

Signature of Owner \_\_\_\_\_

Is there an access or safety concern with respect to a site inspection: X Yes \_\_\_\_\_ No

If yes, please clarify:

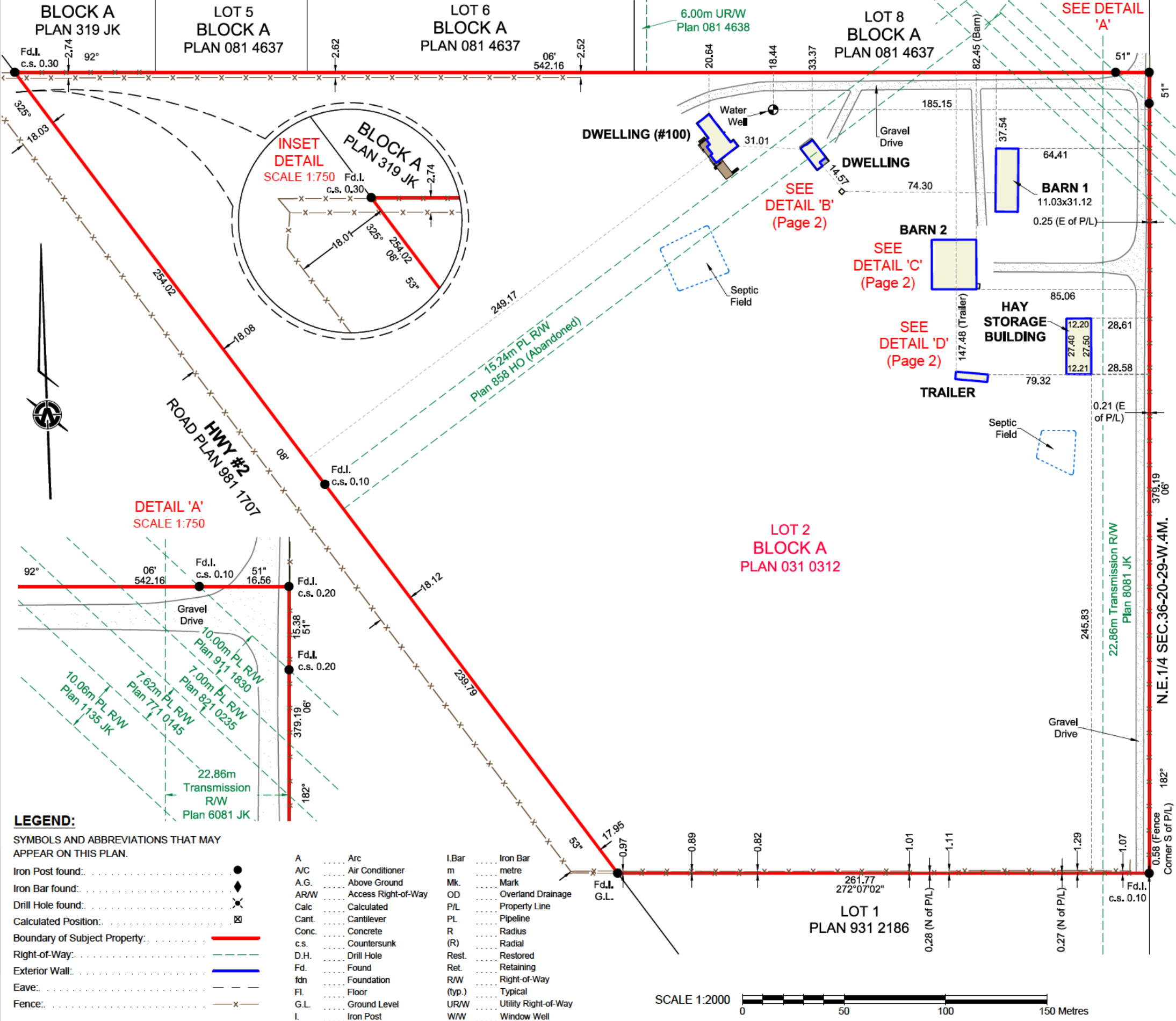
livestock, machinery, animals

**\*\*Important Note: Applications must be received with original signed signature. Photocopies, faxes and emails will not be accepted.**

DISCLAIMER: Please note that the personal information collected on this form is authorized under the Municipal Government Act and is required for the purpose of the County's Planning and Development processes. This information may also be shared with appropriate government agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP), if you have any questions about the collection and use of this information, please contact the Municipal Planner at 403-652-2341.

05/19

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



SUBJECT PROPERTY:

LOT 2, BLOCK A, PLAN 031 0312  
#100, 64138 338TH AVENUE EAST, [REDACTED]

ALBERTA LAND SURVEYOR'S CERTIFICATION:

I hereby certify that this Report, which includes the plan and related survey, was prepared and performed under my supervision, direction, and control and in accordance with standards and rules for the practice of surveying prescribed by the Alberta Land Surveyors' Association. Accordingly, within those standards and as of the date of this Report, I am of the opinion that:

- the plan illustrates the boundaries of the Property, the improvements as defined in Part C, Section 6.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, and registered easements and rights-of-way affecting the extent of the title to the Property;
- the improvements are entirely within the boundaries of the Property;
- no visible encroachments exist on the property from any improvements situated on an adjoining property;
- no visible encroachments exist on registered easements or rights-of-way affecting the extent of the Property [Except Conc. and Dwelling & Eaves as shown].

PURPOSE OF REPORT:

This Report and plan has been prepared for the benefit of the Property owner, subsequent owners and any of their agents for the purpose(s) of (a land conveyance, support of a subdivision application, a mortgage application, a submission to the municipality for a compliance certificate, etc). Copying is permitted only for the benefit of those parties.

Where applicable, registered easements and utility rights-of-way affecting the extent of the Property have been shown on the plan.

Unless shown otherwise, property corner markers have not been placed during the survey for this report. The plan should not be used to establish boundaries (e.g., for fencing) because of the risk of misinterpretation or measurement error by the user.

The information shown on this Report reflects the status of this Property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements because subsequent development changes on the Property will not be reflected on the Report.

NOTES:


- Title Information is based on a title search dated September 24, 2025, C. of T. No. 051 016 933.
- The survey was performed on October 2, 2025.
- Ties to the property lines are at right angles or radial to the curve and are from the exterior walls unless otherwise shown.
- Perimeter Fences exist as shown.
- Interior fences may exist and are not shown.
- Eaves are dimensioned to the line of fascia.
- All measurements are in metres.
- Property is subject to the following instruments:
  - 5922HO
  - 415IR
  - 6970KH
  - 6568KM
  - 781 012 910
  - 811 104 510
  - 841 151 244
  - 811 166 384
  - 911 054 606
  - 911 074 621
  - 931 281 416
  - 031 281 417
  - 011 292 203
  - 031 039 106
  - Utility R/W - Plan 858 HO
  - Caveat - Pensionfund Energy Resources Ltd.
  - Utility R/W - Plan 6081 JK
  - Agreement
  - Caveat - MPP Ltd.
  - Caveat - MPP Ltd.
  - Caveat Re: Easement
  - Caveat Re: See Instrument
  - Caveat Re: Easement
  - Caveat Re: Easement
  - Caveat Re: Easement
  - Caveat Re: Deferred Reserve
  - Easement
  - Utility R/W - ATCO Gas & Pipelines Ltd.
  - Easement

Dated at Okotoks, Alberta,  
October 8, 2025.

*[Signature]*  
M. Kent Croucher, A.L.S.

This document is not valid unless it bears the signature of an Alberta Land Surveyor (in blue ink) and a Absolute Surveys Inc. permit stamp (in red ink).

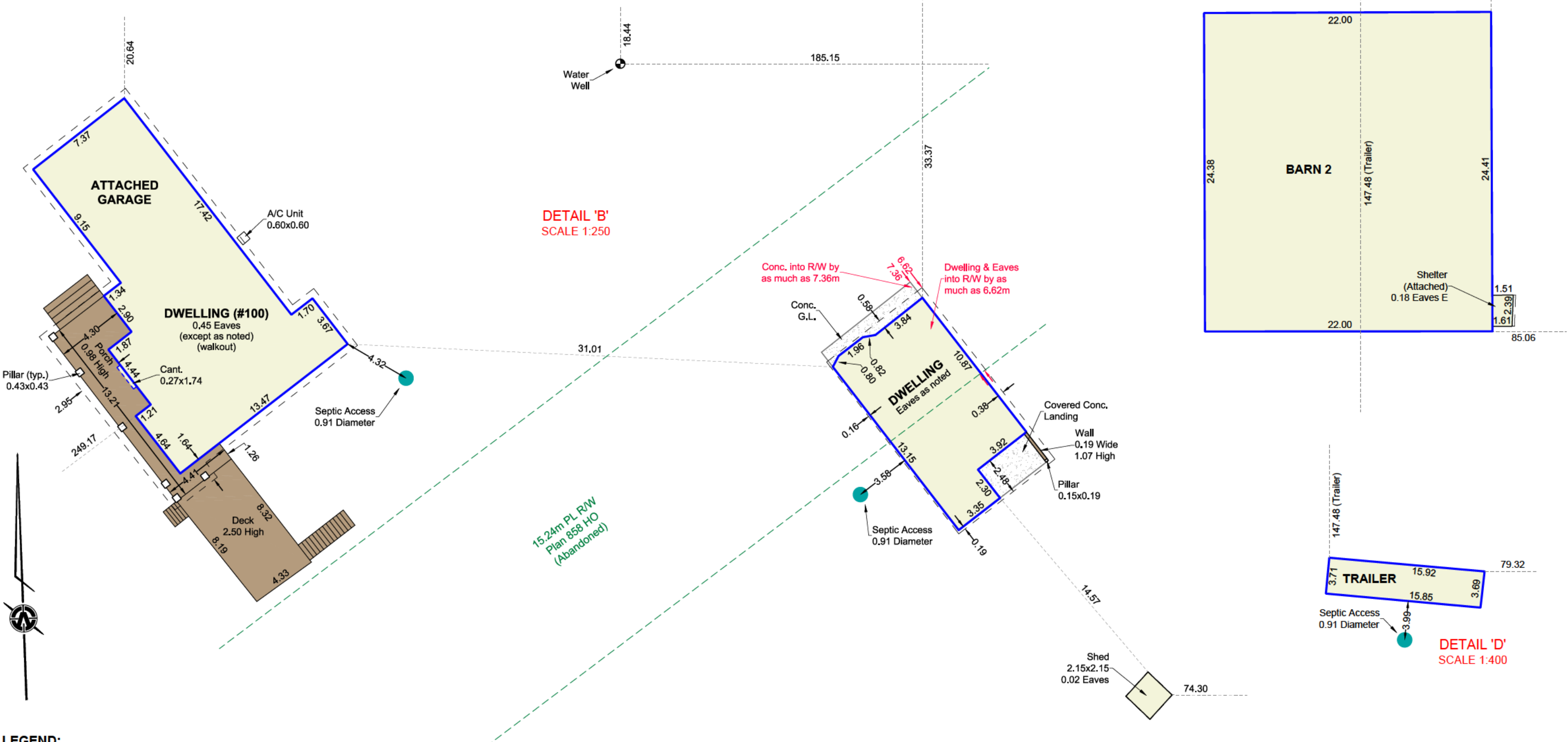
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0	Issued	Oct. 8, 2025	KRC/HK/JR
REV.	COMMENT	DATE	INITIALS
 <b>ABSOLUTE SURVEYS</b>		29A Elizabeth Street Okotoks, Alberta T1S 1B1 Office: 587-757-0634	
CAD File : 25-0610RPR		Job No.: 25-0610	Page: 1 of 2





ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT



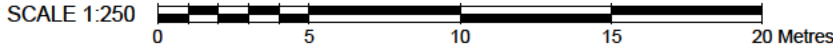
LEGEND:

SYMBOLS AND ABBREVIATIONS THAT MAY APPEAR ON THIS PLAN.

Iron Post found:	●
Iron Bar found:	◆
Drill Hole found:	⊗
Calculated Position:	⊠
Boundary of Subject Property:	—
Right-of-Way:	---
Exterior Wall:	---
Eave:	---
Fence:	—x—


A	Arc
A/C	Air Conditioner
A.G.	Above Ground
AR/W	Access Right-of-Way
Calc	Calculated
Cant.	Cantilever
Conc.	Concrete
c.s.	Countersunk
D.H.	Drill Hole
Fd.	Found
fdn	Foundation
Fl.	Floor
G.L.	Ground Level
I.	Iron Post

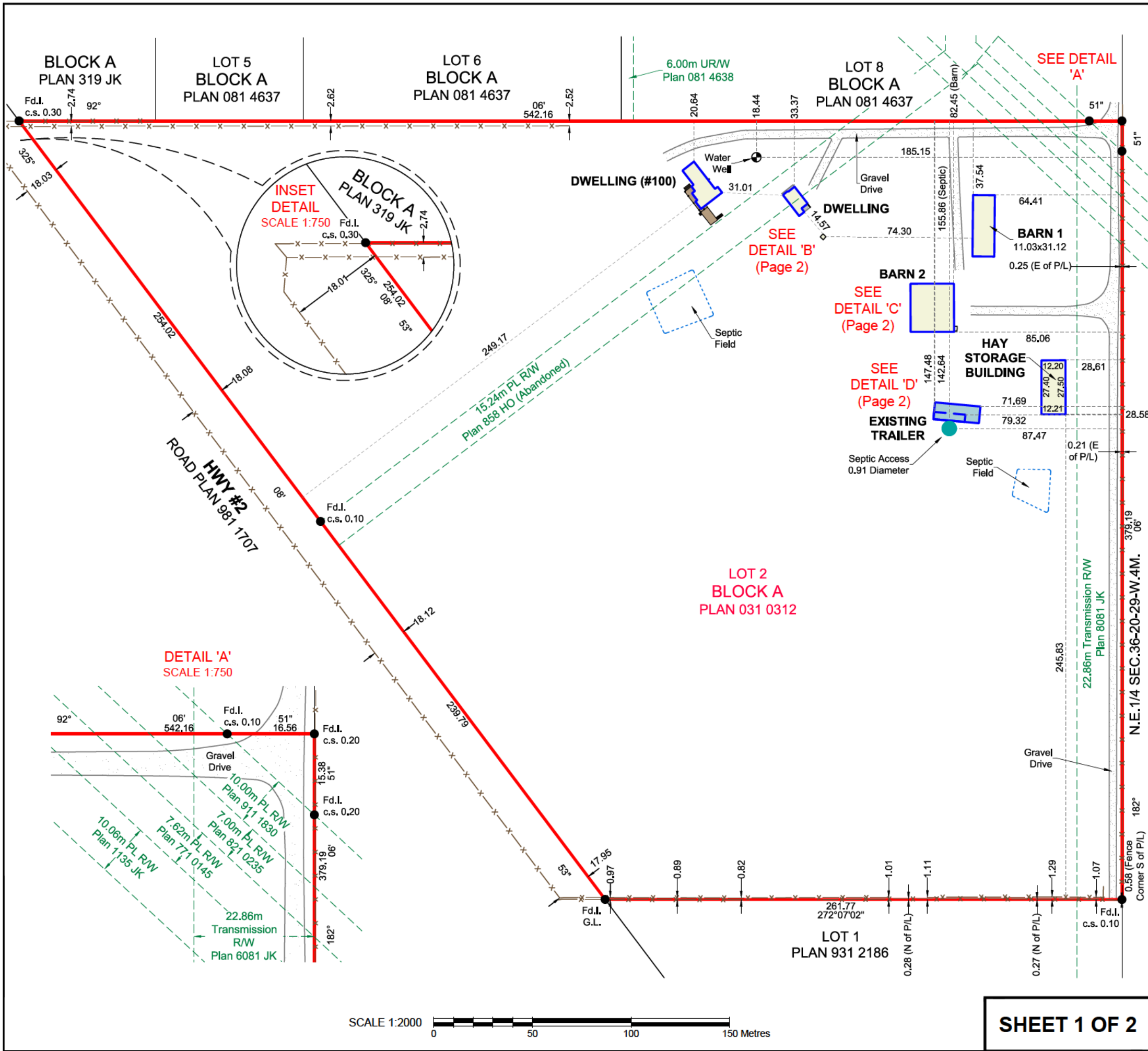
I.Bar	Iron Bar
m	metre
Mk.	Mark
OD	Overland Drainage
P/L	Property Line
PL	Pipeline
R	Radius
(R)	Radial
Rest.	Restored
Ret.	Retaining
R/W	Right-of-Way
(typ.)	Typical
UR/W	Utility Right-of-Way
W/W	Window Well



THIS IS PAGE 2 OF AN ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT AND IS INEFFECTIVE IF NOT ACCOMPANIED BY PAGE 1

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CAD File : 25-0610RPR		Job No.: 25-0610	Page: 2 of 2



**SITE PLAN**  
SHOWING  
**PROPOSED MOBILE HOME LOCATION OF**  
**SUBJECT PROPERTY:**

LOT 2, BLOCK A, PLAN 031 0312  
#100, 64138 338TH AVENUE EAST, [REDACTED]  
N.W.1/4 SEC.36, TWP.20, RGE.29, W.4M.

**NOTES:**

- DISTANCES ARE IN METRES AND DECIMALS THEREOF.
- BEARINGS ARE UTM-Z12 GRID AND ARE DERIVED FROM GNSS OBSERVATION.  
COMBINED SCALE FACTOR: 0.999947
- SURVEY CONDUCTED OCTOBER 2, 2025.

**LEGEND:**  
SYMBOLS AND ABBREVIATIONS THAT MAY  
APPEAR ON THIS PLAN.

Iron Post found:	●
Iron Bar found:	◆
Drill Hole found:	⊗
Calculated Position:	⊠
Boundary of Subject Property:	—
Right-of-Way:	---
Exterior Wall:	---
Eave:	---
Fence:	---

A	Arc	I.Bar	Iron Bar
A/C	Air Conditioner	m	metre
A.G.	Above Ground	Mk.	Mark
AR/W	Access Right-of-Way	OD	Overland Drainage
Calc.	Calculated	P/L	Property Line
Cant.	Cantilever	PL	Pipeline
Conc.	Concrete	R	Radius
c.s.	Countersunk	(R)	Radial
D.H.	Drill Hole	Rest.	Restored
Fd.	Found	Ret.	Retaining
fdn	Foundation	R/W	Right-of-Way
Fl.	Floor	(typ.)	Typical
G.L.	Ground Level	UR/W	Utility Right-of-Way
I.	Iron Post	W/W	Window Well

Dated at Okotoks, Alberta,  
October 8, 2025.

*[Signature]*  
M. Kent Croucher, A.L.S.

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**ABSOLUTE SURVEYS**

29A Elizabeth Street  
Okotoks, Alberta T1S 1B1  
Office: 587-757-0634

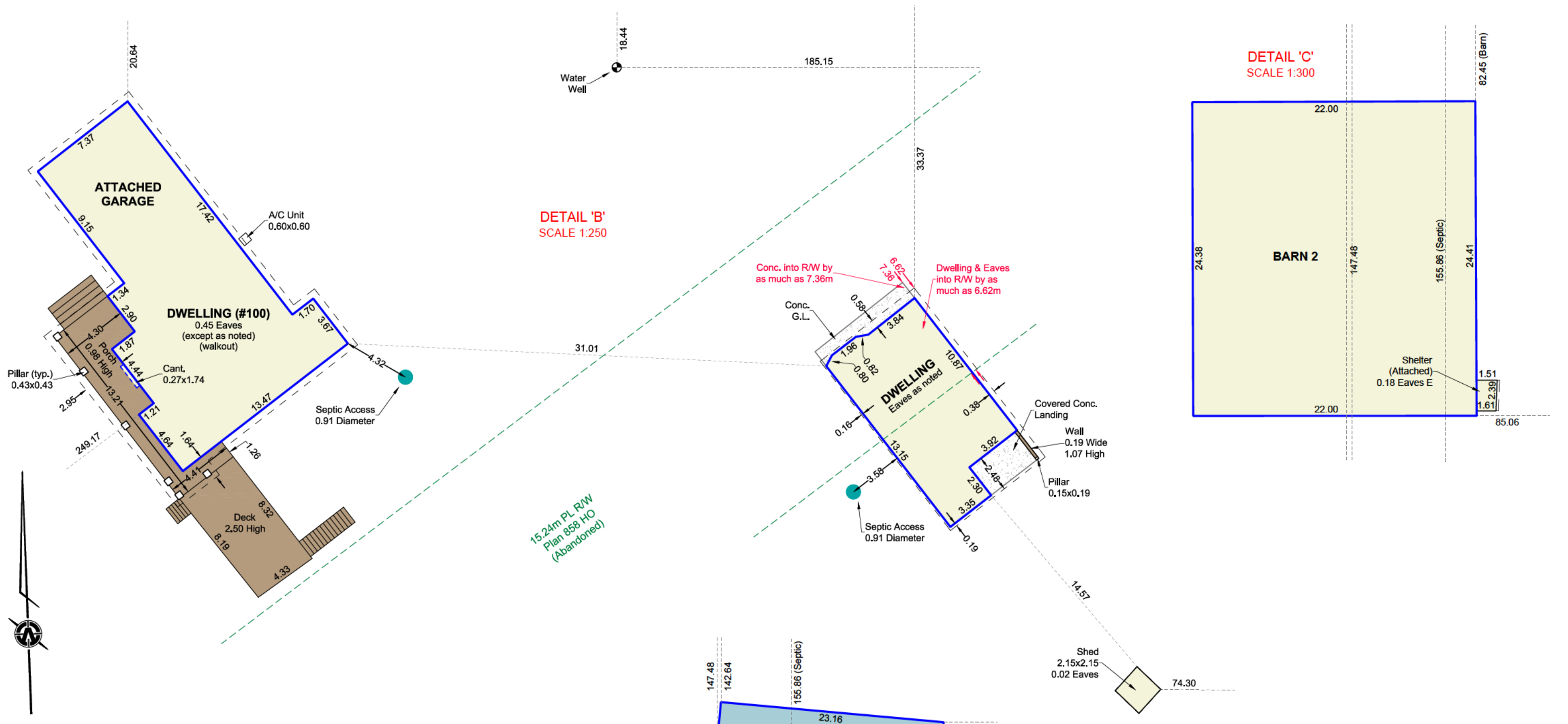
CAD File :  
25-0610SP

Job No.:  
25-0610

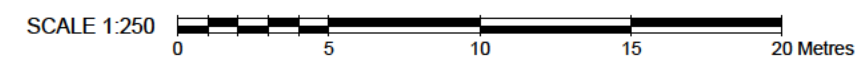
**SCALE 1:2000**

0 50 100 150 Metres

**SHEET 1 OF 2**



- LEGEND:**
- SYMBOLS AND ABBREVIATIONS THAT MAY APPEAR ON THIS PLAN.
- |                               |       |       |                     |        |                      |
|-------------------------------|-------|-------|---------------------|--------|----------------------|
| Iron Post found:              | ●     | A     | Arc                 | I.Bar  | Iron Bar             |
| Iron Bar found:               | ◆     | A/C   | Air Conditioner     | m      | metre                |
| Drill Hole found:             | ⊗     | A.G.  | Above Ground        | Mk.    | Mark                 |
| Calculated Position:          | ⊠     | AR/W  | Access Right-of-Way | OD     | Overland Drainage    |
| Boundary of Subject Property: | —     | Calc. | Calculated          | P/L    | Property Line        |
| Right-of-Way:                 | ---   | Cant. | Cantilever          | PL     | Pipeline             |
| Exterior Wall:                | —     | Conc. | Concrete            | R      | Radius               |
| Eave:                         | - - - | c.s.  | Countersunk         | (R)    | Radial               |
| Fence:                        | - x - | D.H.  | Drill Hole          | Rest.  | Restored             |
|                               |       | Fdn.  | Foundation          | Ret.   | Retaining            |
|                               |       | Fl.   | Floor               | R/W    | Right-of-Way         |
|                               |       | G.L.  | Ground Level        | (typ.) | Typical              |
|                               |       | I.    | Iron Post           | UR/W   | Utility Right-of-Way |
|                               |       |       |                     | WW     | Window Well          |



DETAIL 'B'  
SCALE 1:250

15.24m PL R/W  
Plan 858 HO  
(Abandoned)

EXISTING TRAILER  
To Be Removed

DETAIL 'D'  
SCALE 1:400

DETAIL 'C'  
SCALE 1:300

Dated at Okotoks, Alberta,  
October 8, 2025.

*M. Kent Croucher*  
M. Kent Croucher, A.L.S.

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## Elliott Salmon

---

**From:** [REDACTED]  
**Sent:** November 3, 2025 7:09 PM  
**To:** Elliott Salmon  
**Subject:** Re: Notice of Incomplete Development Permit Application  
**Attachments:** Proposed Foundation System for Foothills County.docx

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

Hi Elliott,

I have attached rational for what the house would be on. Additionally, to give you a better description of what we would be use the house for:

We live and work on our family farm. We need a home larger that the allocated "secondary home" that the county allows. With that in mind, we have been directed by the development officer we were dealing with before and our councillor that we should move forward with a temporary residence.

We currently already live on the farm, and are wanting to upgrade the current mobile home (ATCO Skid Shack) that is there already to something new and larger.

The plan we submitted shows an overlay of the new proposed home overtop of the old skid shack. We need two temporary residences because one is used seasonally for barn help.

I think this answers all your questions you had before the deadline? If you could reply and confirm, I would appreciate it.

Thank you!

Kiera Schussler  
[REDACTED]


On Thu, Oct 16, 2025 at 11:27 AM Elliott Salmon <[Elliott.Salmon@foothillscountyab.ca](mailto:Elliott.Salmon@foothillscountyab.ca)> wrote:

Good afternoon Kiera,

I have been assigned your Land Use application for a Mobile Home. Before I deem the application complete and begin the process, please provide the below noted information.

This email is being sent to serve as notice of acknowledgement that the application as noted above is considered incomplete as of **October 16, 2025**.





# PROPOSED FOUNDATION SYSTEM – NON- PERMANENT SCREW PILE FOUNDATION

Prepared for Foothills County

Trent and Kiera Schussler



# Proposed Foundation System – Non-Permanent Screw Pile Foundation

## Type:

Removable steel helical screw pile system supporting engineered steel or treated wood beams, with non-structural gravel surfacing for drainage and maintenance access.

## Description:

The proposed movable dwelling will be installed on a **non-permanent foundation system** consisting of individually installed **helical screw piles**. Each pile will be torque-installed to the engineer's specified depth and capacity to ensure proper frost protection and adequate bearing in native clay soils.

Galvanized steel or treated wood beams will span across the pile caps to support the home's main chassis beams, distributing structural loads evenly and in accordance with Alberta Building Code and CSA Z240 standards for movable dwellings.

All screw piles will be installed by a certified contractor, with engineering documentation and torque reports retained for record. The entire system is fully **removable and relocatable**, meeting Foothills County's definition of a **non-permanent foundation**.

## Surface Preparation (Non-Structural):

The screw pile system will carry all structural loads; therefore, no concrete or permanent pad will be used.

For drainage, stability, and maintenance access, the area beneath the home may receive **approximately 100–150 mm (4–6") of compacted 20 mm crushed gravel** placed over a geotextile membrane.

This surface treatment is **non-structural and removable**, serving only to promote drainage, reduce vegetation growth, and provide a clean, level surface for service access beneath the home.

An optional **gravel apron (600–900 mm wide)** may be installed around the perimeter, sloped away from the structure, to aid surface drainage and prevent soil erosion adjacent to the skirting.



## Utilities and Accessory Features:

Utility connections for the dwelling will be established in accordance with Foothills County and Alberta Safety Codes requirements. Services may be connected to existing on-site infrastructure or provided through new, independent systems (such as a private well, septic tank, or field, as applicable). All connections will be designed to allow future disconnection and relocation, maintaining the non-permanent nature of the installation. Any skirting used will be removable and vented for airflow beneath the structure.

## Rationale for Selection:

This engineered screw pile foundation provides a stable, code-compliant, and fully removable support system suitable for the site's clay soil conditions. It offers superior load-bearing performance, frost protection, and service access while meeting Foothills County's requirements for a **non-permanent, relocatable dwelling foundation**.