



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

June 17, 2026

«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#: 26D 125
Legal Description: SE 4-22-4 W5M; Plan 9710102, Lot 1
Approval Description: Relaxation of Setbacks to a Proposed Structure
Applicant/Owner Douglas Tuttle (Owner)
Location: Located 304 m north of the 242 Ave and approximately 472 m north of Highway 762 and accessed from 336 St West

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 July 9, 2026**. 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.

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...

Kari Furnell
Development Officer
Kari.Furnell@foothillscountyab.ca
(403) 603-6239

KF/as
Encl. – Development Authority Decision



DEVELOPMENT PERMIT DECISION

DATE OF DECISION: June 17, 2026

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

APPLICATION FILE NUMBER: 26D 125

LANDOWNER/APPLICANT: DOUGLAS TUTTLE

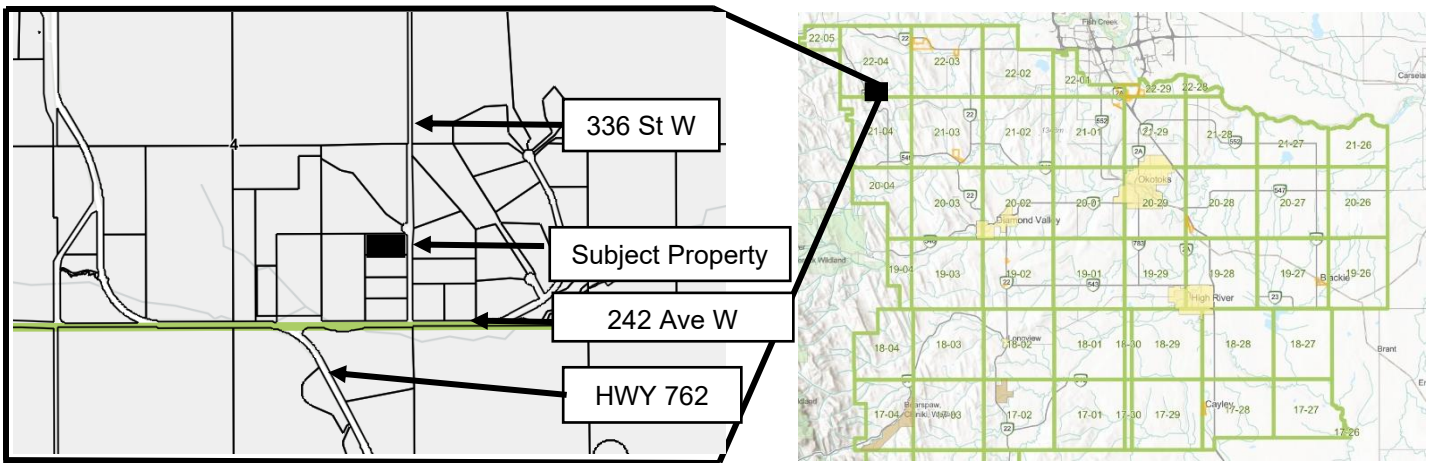
PROPOSAL DESCRIPTION: RELAXATION OF SETBACKS FOR A PROPOSED STRUCTURE

LEGAL DESCRIPTION: PTN. SE 4-22-4 W5M; PLAN 9710102, LOT 1

LOCATION AND DESCRIPTION OF SUBJECT PARCEL:

The subject property is an existing 4.83 acre Country Residential District parcel. It is accessed from 336 Street West, located 304 m north of the 242 Ave and approximately 472 m north of Highway 762.

Location Map:



INTENT OF THE DEVELOPMENT PERMIT APPLICATION:

An application for a Development Permit has been submitted to allow for a relaxation of setbacks for a +/- 2,880 sq. ft. proposed structure on the subject parcel. The accepted site plan shows that the location of the proposed structure does not comply with the required minimum setback distances as outlined within the County Residential District of Land Use Bylaw 60/2024.

The following will require relaxation of setback approval:

- The Proposed Structure (+/- 2880 sq. ft.) with an approximate height of 25 ft. (7.62 m) has been identified on the submitted site plan to be located 13 m from the north property line at its closet point when it is required to be setback 15 m. Therefore, the applicant is seeking a 2 m or 13.3 % relaxation of setbacks from the north property line for this proposed structure.

Sections 5.6.4 and 5.6.5 of the Land Use Bylaw 60/2014 identify that it is within the discretion of the Development Authority to approve relaxations to a maximum of 25% on proposed structures, provided that the applicants can provide rational as to why the proposed location is the most appropriate site for the proposed structure.

Approval of the requested variance is a Discretionary Use under the Country Residential Land Use District; therefore, the decision on this application for Development Permit is to the discretion of the Development Officer, and subject to a 21-day appeal period.

The application for a Development Permit in accordance with the provisions of Land Use Bylaw 60/2014 of Foothills County in respect to a Relaxation of Setbacks for a proposed structure on the subject parcel being Ptn. SE 4-22-4 W5M; Plan 9710102, Lot 1 has been considered by the Development Officer and is **APPROVED** subject to the following.

APPROVAL DESCRIPTION:

Upon completion of the below noted pre-release condition, this approval allows for the development and use of Ptn. SE 4-22-4 W5M; Plan 9710102, Lot 1 for the proposed Structure (+/- 2880 sq.ft.), which is permitted to remain no closer than 13 m to the north property line at its closet point, as depicted on the accepted Site Plan.

PRE-RELEASE CONDITION:

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 November 17, 2026 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 shall submit a Lot Grading and Drainage Plan and pay the engineering review fee (if required), 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 execute 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 the use of this land shall not proceed unless appropriate approvals and permits have been obtained.**
2. The two (2) car tents (240 sq ft) each, as shown on the accepted site plan, are to be removed upon completion of construction of the proposed structure with notice given to the development authority upon completion.
3. The applicant is required to obtain all necessary building and safety codes permits and inspections from Foothills County for the proposed structure to the discretion of the County's Safety Codes Officer.
4. Prior to the County acknowledging completion of the development, the applicant shall obtain a letter from a designated professional confirming the development adheres to all comments and recommendations as provided within the Lot Grading and Drainage plan as per pre-release condition 1 herein, and pay the engineering review fee (if required), to the satisfaction of the Public Works department.
5. It is the landowners' responsibility to provide written notification to the Development Authority upon completion of the development, as approved herein.

ADVISORY REQUIREMENTS:

The following advisory requirements are provided by Foothills County as a courtesy to the applicant(s) and property owner(s). These comments will not form the basis of the decision to approve the development permit application. They are simply provided for information purposes.

1. Development shall comply with the applicable Building and Fire Codes at all times.
2. All structures on this parcel are to be used for personal use only and shall not be used in association with any business, or for the purpose of storing business-related materials, or as a secondary dwelling unit without first obtaining all necessary approvals from Foothills County;
3. No building or structure of any kind shall be constructed, placed, or permitted over or within any gas main line or gas service line right of way, and all buildings and structures shall be located a minimum distance of three (3.0) metres from any gas main line or gas service line right of way, unless otherwise approved in writing by the applicable gas utility provider.
4. No topsoil shall be removed from the subject property and natural drainage of the property must be maintained. Alteration to natural drainage may only proceed under the authorization of an approved Development Permit for Lot Grading permit, or as acknowledged within the required Lot Grading and Drainage Plan;
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 landowner of the responsibility of complying with all other relevant County bylaws and requirements, nor excuse violation of any provincial or federal regulation of act which may affect use of the land;
7. 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. **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 can-not proceed until this permit has been signed and issued.

3. 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.
4. 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.
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.



Notice of Appeal

Subdivision and Development Appeal Board (SDAB)
Foothills County www.foothillscountyab.ca

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

APPELLANT INFORMATION (e.g. Landowner or Affected Party)

| | | |
|---|-------------------|-------------|
| Name of Appellant(s) | | |
| Mailing Address | Province | Postal Code |
| Main Phone # | Alternate Phone # | |
| I consent to receive documents by email: <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Email Address: | | |

AGENT INFORMATION & CERTIFICATION (complete section if applicable)

| | | | |
|--|----------|---------------------------|-------|
| Name of Organization: | | | |
| Contact Name: | | | |
| Mailing Address | Province | Postal Code | |
| Main Phone # | | | |
| I consent to receive documents by email: <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Email Address: | | | |
| I (We) _____ hereby authorize _____ to act on my (our) behalf on matters pertaining to this appeal. | | | |
| _____ | _____ | _____ | _____ |
| Signature of Appellant(s) | Date | Signature of Appellant(s) | Date |

SITE INFORMATION

| | | | |
|--|----------|-------|----------|
| Municipal Address (house and street number): | | | |
| Legal Land Description: | Plan | Block | Lot |
| Quarter-Section | Township | Range | Meridian |

I AM APPEALING (check only one)

| | | |
|---|--|--|
| Development Authority Decision <input type="checkbox"/> Approval <input type="checkbox"/> Conditions of Approval <input type="checkbox"/> Refusal <u>Development Permit #</u> Date of Decision: (Y/M/D) _____ | Subdivision Authority Decision <input type="checkbox"/> Approval <input type="checkbox"/> Conditions of Approval <input type="checkbox"/> Refusal <u>Subdivision Application #</u> Date of Decision: (Y/M/D) _____ | Decision of Enforcement Services <input type="checkbox"/> Stop Order <input type="checkbox"/> 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.***

| Subdivision and Development Appeal Board Hearing and Requests | Fee |
|--|---------|
| Requests to Adjourn, Postpone or Recess a Subdivision and Development Appeal Board Hearing | \$500 |
| Appeal fee for all appeals to a Development Officers decision | \$100 |
| Appeal fee for all Development Appeals when the application is not within the Development Officers discretion | \$575 |
| Appeal fee for Appeal of a Stop Order | \$575 |
| Appeal fee for Appeal of a Subdivision Authority decision* *Paid at the time of subdivision application and credited to endorsement fee if no appeal is filed | \$2,000 |
| Appeal fee for Appeal of a Compliance Order issued as per Sections 545 and 546 of the Municipal Government Act | \$575 |

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