


**PUBLIC HEARINGS AND MEETINGS
 PLANNING AND DEVELOPMENT REPORT TO COUNCIL
 LAND USE AMENDMENT
 June 10, 2026
 To be heard at: 11:00 AM**

APPLICATION INFORMATION		
	LEGAL DESCRIPTION: Plan 8410347, Block D, PTN: SE 05-21-29-W4M	
	LANDOWNER: Jennifer Tomlin	
	AGENT: Township Planning and Design / Kristi Beunder	
	AREA OF SUBJECT LANDS: 19.26 acres	
	CURRENT LAND USE: Country Residential District	
	PROPOSED LAND USE: Country Residential District	
PROPOSAL: Amendment to the Country Residential District to allow the future subdivision of one 4.05 +/- acre Country Residential District lot and one 5.58 +/- acre Country Residential District lot, with a 9.63 +/- Country Residential District balance parcel remaining, and 0.75 acres of road dedication, all within Plan 8410347, Block D, PTN: SE 05-21-29-W4M.		
DIVISION NO: 5	COUNCILLOR: Alan Alger	FILE MANAGER: Theresa Chipchase

EXECUTIVE SUMMARY

Summary of Proposal

To provide one new 4.05 +/- acre Country Residential District lot and one 5.58 +/- acre Country Residential District lot from, with a 9.63 +/- acre Country Residential District balance parcel, and 0.75 +/- acres of road dedication, all from Plan 8410347, Block D, PTN: SE 05-21-29-W4M.

Location

The parcel is located approximately 0.4 kilometres northwest of the Town of Okotoks, 0.4 kilometres west of Highway 2A, directly east of 8th Street East, directly west of a portion of 12th Street East.

Access

Access to the proposed 4.05 +/- acre Country Residential District lot is to be provided through the construction of a new standard approach with the 5.58 +/- acre Country Residential District lot to continue to utilize the existing approach, both located on the east side of the parcel connecting the lots to 8th Street East. Access to the 9.63 +/- acre balance parcel is to be provided in the southeast corner of the property, from the northeast corner of the existing cul de sac at the northern end of 12th Street East.

NOTE: The applicants are also proposing to provide a 15.28 meter wide or 0.75 +/- acre road dedication along the full east boundary of the proposed 9.63 +/- acre balance parcel.

Water and Wastewater

Proposed Lot 2 is to include the existing residence along with the existing water well and septic system, with new water wells to be provided for both Lot 1 and the remaining balance.

Accessory Buildings

There are three small sheds or shelters that would be on either side of the proposed east boundary that separates Lot 2 from the balance parcel, which would not meet the County's setback requirements. The applicants have therefore provided that one of the sheds will be moved to Lot 1 and will meet setbacks requirements, another accessory building will be removed from the property and the third is already within Lot 1 and is proposed to meet all setback requirements.

Pertinent Site Considerations

The applicants parcel outside of the yard site consists of rolling grassland terrain with a mature shelterbelt of spruce trees along the south boundary, a hedgerow of caragana along the north side of the driveway, on a large grass berm, and a mix of poplar and spruce around the remainder of the yard site.

A small grove of aspens can be found along north boundary of the existing parcel, within a slight depression on this portion of the property, and a large well established grove of aspens is present along the east boundary which also contains areas of low lying land.

There is a small shed north of the residence and three small sheds along the south boundary all of which are proposed to remain within or be moved to proposed Lot 1. The remainder of the property is rolling, open, hay land.

Policy Evaluation

Reviewed within the terms of the Town of Okotoks/Foothills County Intermunicipal Development Plan, Municipal Development Plan 2010, Section 5 Area Concept Plan, Growth Management Strategy, and the Land Use Bylaw.

Referral Considerations

Referred to required Provincial and Municipal bodies as well as all utilities.

PURPOSE OF APPLICATION

Bylaw XX/2026

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 4.05 +/- acre Country Residential District lot, and one new 5.58 +/- acre Country Residential District lot, leaving a 9.63 +/- acre Country Residential District balance parcel on Plan 8410347, Block D; Ptn. SE 05-21-29 W4M.

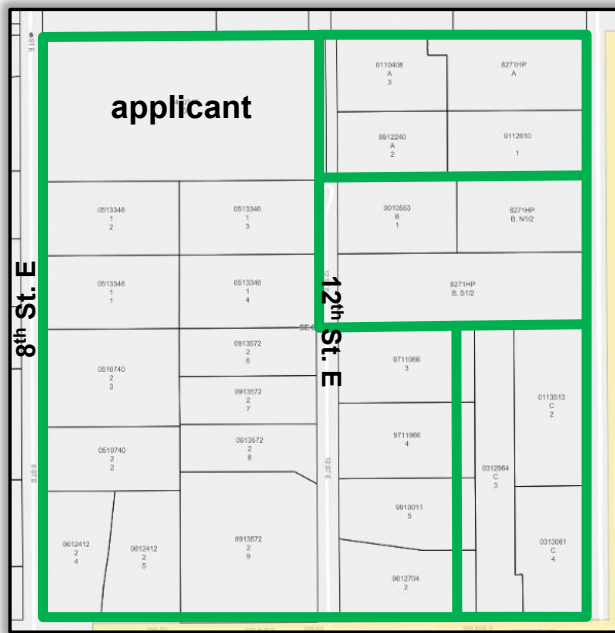
SECTION 5 BACKGROUND SUMMARY

Section 5 began developing in the 1970's under the Calgary Regional Planning Commission, dividing the section into 20 acres parcels identified, at that time, as Rural Holding 20's.

Within the 1980's the Municipal District of Foothills as the Subdivision Approving Authority allowed each of the 20-acre parcels to subdivide one five-to-ten-acre parcel when requested by the landowner. The Section 5 Area Concept Plan was then adopted in 1994.

Since that time, the general rule of thumb for subdivision of the remaining properties, in accordance with the County's density policy, has been to allow four lots out of each of the 20-acre parcels until reaching full density for each of the quarter sections.

QUARTER SECTION BACKGROUND



The SE of Section 5 was originally separated into three 20 acre blocks in 1959, as shown outlined in green to the left, with a 99 acre balance parcel remaining. Reserves for all blocks were deferred.

The SE quarter continued to subdivide into a total of 27 lots ranging in size from 3.03 acres to 9.41 acres, as shown with the various subdivisions on the map to the left. The applicant's parcel at 19.26 acres is the last parcel remaining of the original subdivision of the SW quarter in Section 5, from 1959.

8th Street East was constructed on the west side of the SE quarter as a 30 metre wide forced road and was progressively taken as subdivision of lands continued within Section 5 between 1972 and 2001.

12th Street East on the east side of the quarter was also allocated as a forced road, travelling north from 338th Avenue, to the southeast corner of the applicant's property between 1997 and 2006. 12th Street East varies in width from 15 metres along the full east boundary of the applicant's parcel to 30 metres in width both to the north and south of the applicant. The 30 metres south of the applicant was constructed as an internal subdivision road with an MRO surface with a full cul de sac just south of the applicant, the 15 metres surveyed out on the east side of the applicant's parcel contains a private driveway to two residences, one north of the applicant and one east of the applicant, and one business to the east of the applicant. The 30 metre right of way north of the applicant is undeveloped.

SECTION 5 - RECENT DECISIONS

May 26th, 2005 - Council granted first reading to an application which proposed the subdivision of one 3.03 acre lot from a 9.07 acre parent parcel (considered to be a nominal 10 acre parcel). Conditions of Bylaw 93/2005 required the applicant to provide a Development Agreement for the external road levy fee as outlined in the Section 5 Area Concept Plan (\$5,000.00 per new lot plus \$200.00 administration fee) and further a contribution of \$50.00 per metre of land along the East boundary of the existing parcel for the future construction of the road allowance by the Municipality.

November 10th, 2005 – Second and third reading were granted to Bylaw 93/2005 along with subdivision approval in which reserves were paid for the 9.07 acre parent parcel and 5 meters of land was surveyed out on the east boundary of the new lot for future road. The subdivision was finalized and was registered in 2006 and is located directly north of the applicant.

March 24th, 2021 – Application was presented to Council, northwest of the applicant, as a concurrent proposal from two adjacent landowners, on either side of 4th St. E, which requested the future subdivision of three 3.01 +/- acre to 4.16 +/- acre lots with an approximate 7.64 +/- balance parcel and a 3.47 +/- acre Environmental Reserve Easement from Plan 1475LK, Block 9, Ptn: NW 05-21-29 W4M, and an amendment to the Country Residential District land use rules to allow for the future subdivision of two 3.01 +/- acre and 3.92 +/- acre lots with an approximate

6.15 +/- acre balance and a 0.94 +/- acre Environmental Reserve Easement from Plan 9813669, Block 17, Ptn: NW 05-21-29 W4M with all lots to be accessed by the development of an extension to 4th Street West through a coulee. The application was postponed to a future meeting with the applicants required to provide a revised site plan illustrating access to the proposed lots by an alternative means than the proposed extension of 4th Street West.

The landowners chose to separate their interests with this tabling motion, the east parcel went on to register the subdivision of one 4.94 acre and one 6.40 acre lot with a 7.49 balance in 2022. Condition of this subdivision approval required payment of the \$11,300.00 Community Sustainability Fee, Environmental Reserve Easements over portions of both lots and the balance and reserves were paid for the 18.83 acre parent parcel.

November 23rd, 2022 – Application was approved on Plan 8237HK, Block C PTN: SW 05-21-29-W4M (19.18 acre parcel), 500 metres west of the applicant, whereby the landowners were required to provide payment of the \$11,300.00 community sustainability fee, payment of reserves for the new lot, with reserves deferred on the balance of the parcel and Environmental Reserve Easement register over the lands within the northwest corner of the parcel. The Subdivision of this 4.03 acre lot was registered with the South Alberta Land Titles office in 2024.

June 28th, 2023 – Application was approved whereby Plan 2510160 within the SW quarter of Section 5, 300 metres south of the applicant, registered the subdivision of one 6.35 and one 4.0 acre Country Residential District lot, with a 4.0 acre Country Residential District balance. The applicants were required to provide payment of the \$11,300.00 community sustainability fee for both new lots and reserves were provided for both new lots and the balance minus the Environmental Reserve Easement provided.

December 11th, 2024 – the most recent application in Section 5 was approved, approximately 100 metres north of the applicant, whereby Plan 2510379 registered the approval of one 4.27 acre lot leaving a 4.8 acre balance around the existing yard site. The applicant was required to provide payment of the \$11,300.00 community sustainability fee and reserves were provided for both the new lot and the balance parcel. This approval also required the execution of an acquisition of land for 15 metres of road widening by caveat to be provided along the full east boundary of the parcel.

CURRENT LAND USES

Subject Parcel

Country Residential District

Adjacent Lands

Country Residential District, Country Residential Sub-District “A” and Direct Control District #27 (Physiotherapy Clinic)

Area Character

The lands lie within an area of intensified Country Residential development on all sides of the applicant’s parcel, with 12th Street East providing a division between Residential acreages and Direct Control and Service District parcels to the east. The amenities of the Town of Okotoks are also located to the south, through connection of the properties within Section 5 to Highway 2A to the east.

PARCEL BACKGROUND – DEVELOPMENT PERMIT

December 7th, 2004 – Development permit approved under DP 04D217 for a private dog kennel to allow 6 personal adult dogs to be retained on the property. All dogs are kept inside the premises between the hours of 9:00PM and 7:00 AM, exercise areas are to the back of the principal building and are not within 30m of any dwelling on adjacent lots.

POLICY EVALUATION

Intermunicipal Development Plan (Town of Okotoks/Foothills County)

The application was circulated to the Town of Okotoks in accordance with Section 4.1.1 of the Intermunicipal Development Plan between the Town and the County with no concerns. The Town's comments are provided within the Circulation Referral section of this staff report.

Section 5 Area Concept Plan (ACP)

On April 14th, 1994, Council adopted the Section 5 Area Concept Plan by resolution. The Plan was developed to address the opportunities and constraints of future subdivision activity within the Section.

The applicant's proposal is generally aligned with the policy direction within the Section 5 Area Concept Plan. The ACP provides that water shortages may be relevant through the area, and that near surface water and percolation testing should be completed and paid for by the Developer.

The following excerpts provided within the ACP document may be relevant to the proposed development:

Transportation:

“Road construction, as a result of subdivision, shall adhere to the following conditions: (1) That the public access roads be inspected by the Public Works Superintendent to determine if an increased carrying capacity can be accommodated on the public road. (2) That if the Public Works Superintendent determines that the public road cannot accommodate the increase in carrying capacity due to subdivision, all public road upgrading costs are to be borne by the developer.”

“All present and future roads to service development, redesignation and/or subdivision in Section 5 shall be either (a) panhandle roads no less than 50 feet in width meant to serve no more than two five acre lots or 1 ten acre lot or (b) internal subdivision roads that are double chip sealed and built to M.D. standards. Constructed at the developer's expense and maintained for a period of no less than two years by the developer and serve 3 or more 5 acre lots. The road standard will be left to the discretion of Council and subject to the Road Surfacing Standards of the M.D. The developer is responsible to upgrade any road that, as a result of the developer's subdivision, represents a breach of the Road Surfacing Standards as per M.D. policy. Internal cul-de-sac roads and panhandles will be designed in such a way that the number of accesses upon 2nd Street E, 322nd Avenue E, 16th Street E and 338th Avenue are kept to a minimum.

Water:

“In Section 5, a Q20 test shall be conducted that meets the maximum density projection for the quarter section. Thus, eliminating the escalating scale upon which a Q20 is evaluated. This test must be the responsibility of the developer to conduct.

If a Q20 does not meet the required IPGM for maximum density it shall meet a threshold amount of 20 lots (or 3.3 IPGM). Once a twenty lot density is achieved in physical land use Q20's must

be conducted that prove the 20 lot threshold can be exceeded to a maximum lot number as determined by the new Q20 but not higher than the projected density. (projected density for the NE 05 is 31 lots according to the ACP document)”

E. SUMMARY AND RECOMMENDATIONS

ii. AREAS BEST LEFT UNDEVELOPED, AREAS WHERE DEVELOPMENT IS POSSIBLE

Further redesignation, subdivision and development may occur in the eastern half of the Section and all of the NW quarter (subject to surface water table testing & percolation testing). Parcels proposed by redesignation and subdivision must be a minimum of 4.94 acres (based on twenty acres on title) in size.

iv. SUMMARY OF SIGNIFICANT PROBLEMS AND POTENTIALS

The NW, SE and NE quarter sections are most likely to experience development, redesignation and subdivision. Future applications for subdivision within the NW, SE and NE quarters should be allowable subject to meeting all recommendations for water, roads, and development layout mentioned throughout the study.

Municipal Development Plan

Policy 3, 7, 9, and 11 of the Residential section of the MDP2010 provide that to consider the proposal to be developable by the Subdivision Authority, residential parcels should be compatible with the surrounding area and existing uses. Further recognizing that the design and infrastructure of residential development should consider the efficient use of land, the cumulative effects of development, the suitability of the lands for residential use, the functional linkage of the proposal to adjoining lands and the conservation of water.

Land Use Bylaw

Should the application be approved, the proposal would meet the parcel density requirements and parcel size requirements as set out in Section 13.1.6.2 a. and b. of the Country Residential District.

Growth Management Strategy

The subject parcel is located within the Central District. The vision for the Central District identifies that lands which fall within this District are expected to see intensified and significant development.

CIRCULATION REFERRALS	
REFEREE	COMMENTS
EXTERNAL	
Town of Okotoks	<p>Good morning, The Town has no comments on this application. Sincerely, Colton Colton Nickel, M.Plan, RPP, MCIP Planner Community Growth and Investment Town of Okotoks P: 403.995.6310</p>

CIRCULATION REFERRALS

Alberta Transportation	<p>Transportation and Economic Corridors offer the following comments with respect to this application:</p> <p>The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.</p> <p>The requirements of Section 19 of the Regulation are not met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.</p> <p>If there are any changes to the proposed subdivision that was submitted with this land use referral, a separate referral pursuant to Section 7(6)(d) of the Matters Related to Subdivision and Development Regulation is required and the comments in respect of Sections 18 and 19 of the Regulation contained in this decision are no longer valid.</p> <p>Please contact Alberta Transportation and Economic Corridors through the RPATH Portal if you have any questions or require additional information.</p> <p>Issued by Evan Neilson, Development and Planning Technologist, on April 16th, 2026, on behalf of the Minister of Transportation and Economic Corridors.</p>
ATCO Energy Systems	The Distribution Engineering Growth Department of ATCO Gas Distribution has reviewed the plan and provides conditional approval of the work.
ATCO Pipe	<p>ATCO Distribution and ATCO Transmission wish to confirm we have no objection as we have no pipelines in the proposed area.</p> <p>Thank you for allowing ATCO to review your proposal and provide feedback.</p> <p>Shan Newton, CONTRACTOR Administrator, Circulations Team E: Shannon.newton@atco.com ATCO Pipelines & Liquids Business Unit</p>
INTERNAL	
Public Works	<p>Public Works is requesting the following as conditions of subdivision:</p> <ul style="list-style-type: none">• Septic Disposal Evaluation (PSTS)• Building Envelopes• High Water Table Testing for Foundation Design• 15.28 meters road widening surveyed out along east boundary of existing parcel

CIRCULATION REFERRALS

	<p>Public Works is requesting the following as conditions of development permit:</p> <ul style="list-style-type: none"> • Comprehensive Site Drainage Plan • Lot Grading Plan <p>Public Works also provides the following additional comments and conditions:</p> <ul style="list-style-type: none"> • No concerns regarding the proposed approach locations. Construction of the approaches is to be to current municipal standards including beveled ends on culverts. • Advise the applicant that they should plan development of the balance such that when 12th Street East is extended an approach can be constructed at 90 degrees to the roadway, i.e. do not build a driveway to the balance parcel that will require substantial reconfiguration to connect to the road, in the interim, the approach in its existing proposed location can be constructed from the current cul de sac bulb. • Public Works recommends that the 15.28 m proposed road dedication (0.75 acres) be surveyed out of the balance parcel. Further Public Works would consider this road dedication as the applicant's contribution to the further extension of 12th St. E. • Setbacks for the balance parcel are to be provided from the widened road right of way. • High water table testing and PSTS testing are not required for Lot 2 as it has already been developed. • 8th St. E is banned at 75% in the spring and 90% seasonally. Any hauling will need to adhere to these bans.
PUBLIC	
Western Wheel	May 27 th and June 3 rd , 2026
Landowners (Half Mile)	No letters received prior to the submission of this staff report

SUMMARY

Bylaw XX/2026

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 4.05 +/- acre Country Residential District lot, and one new 5.58 +/- acre Country Residential District lot, leaving a 9.63 +/- acre Country Residential District balance parcel on Plan 8410347, Block D; Ptn. SE 05-21-29 W4M.

OPTIONS FOR COUNCIL CONSIDERATION

OPTION #1: APPROVAL OF AMENDMENT

Council may choose to grant 1st reading to the application authorizing amendment of Plan 8410347, Block D; Ptn. SE 05-21-29 W4M from the Country Residential District land use rules in order to allow for the future subdivision of one new 4.05 +/- acre Country Residential District

lot, and one new 5.58 +/- acre Country Residential District lot, with 0.75 +/- acres of road dedication, and a 9.63 +/- acre Country Residential District balance parcel.

In their consideration of the criteria noted in Residential Policy 3 and 9 of the MDP2010, Council is of the opinion that the lands are suitable for the intended residential use and that the application falls within the density provisions and lot size restrictions of the Country Residential District within the County's Land Use Bylaw.

Further, 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 new 4.05 +/- acre proposed lot and 9.63 +/- acre balance parcel to ensure that the recommendations and restrictions as outlined in the building envelopes, septic disposal evaluation, high water table testing (provided as conditions of subdivision), and lot grading/overland drainage plans (provided as conditions of development permit) 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 \$5000.00 deposit as a pre-release condition to ensure compliance of all conditions of the development permit.

Council may choose to impose the following suggested conditions with the Land Use approval:

Recommended Conditions for Option #1:

1. Applicant to fully execute and comply with all requirements as outlined within a Development Agreement for the purposes of grading, drainage and payment of the community sustainability fee and any other necessary municipal and onsite improvements as required by Council and/or the Public Works department;
2. Proof of adequate water supply provided in accordance with the Provincial Water Act, to the satisfaction of the County;
3. Septic Disposal Evaluations to be provided for the proposed 4.05 +/- acre lot and the 9.63 +/- acre balance parcel in accordance with Part 2 Section 6(4)(b) of the Matters Related to Subdivision and Development Regulation, to the satisfaction of the Public Works department, **as a condition of subdivision;**
4. Lot Grading Plan to be provided for the proposed 4.05 +/- acre lot and the 9.63 +/- acre balance parcel, to the satisfaction of the County's Public Works department, **as a condition of development permit;**
5. Comprehensive Site Drainage Plan, to be provided for the subject lands, to the satisfaction of the County's Public Works department, **as a condition of development permit;**
6. Site Plan to be provided which identifies building envelopes, for the proposed 4.05 +/- acre lot and the 9.63 +/- acre balance parcel, which meet the requirements as outlined in Policy 9, under the Residential section of the MDP2010, to the satisfaction of the Public Works department, **as a condition of subdivision;**
7. Geotechnical Report completed in accordance with Municipal standards to be provided for High Water Table Testing for the proposed 4.05 +/- acre lot and the 9.63 +/- acre balance parcel, to the satisfaction of the Public Works department, **as a condition of subdivision;**
8. 15.28 metres road widening to be surveyed out along the east boundary of balance parcel, to the satisfaction of the Public Works department, **as a condition of subdivision;**
9. Final amendment application fees to be submitted;
10. Submission of an executed subdivision application and the necessary fees.

OPTION #2 – REFUSAL OF AMENDMENT

Council may choose to refuse the application for the amendment of Plan 8410347, Block D; Ptn. SE 05-21-29 W4M from the Country Residential District land use rules in order to allow for the future subdivision of one 4.05 +/- acre and one 5.58 +/- acre lot Country Residential District parcel, with 0.75 +/- acres of road dedication and a 9.63 +/- acre Country Residential District balance parcel, for the following reasons.

In consideration of the criteria noted in the Residential Policies 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 design and infrastructure linkage to the adjoining lands, and the suitability of the lands for future development.

APPENDICES

APPENDIX A: MAP SET

LOCATION MAP

HALF MILE MAP – LAND USE

HALF MILE MAP – PARCEL SIZES

SITE PLAN

ORTHO PHOTO

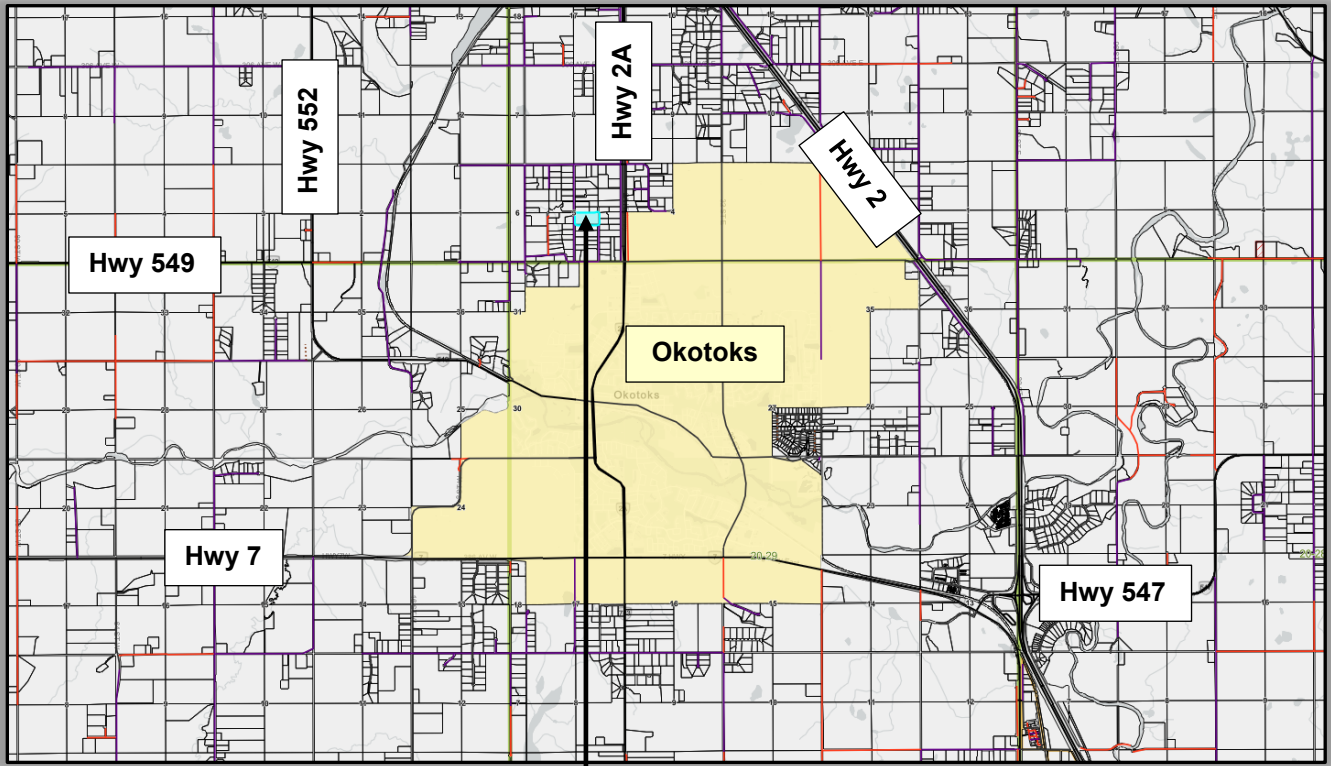
APPENDIX B:

AGENTS LETTER

APPENDIX C:

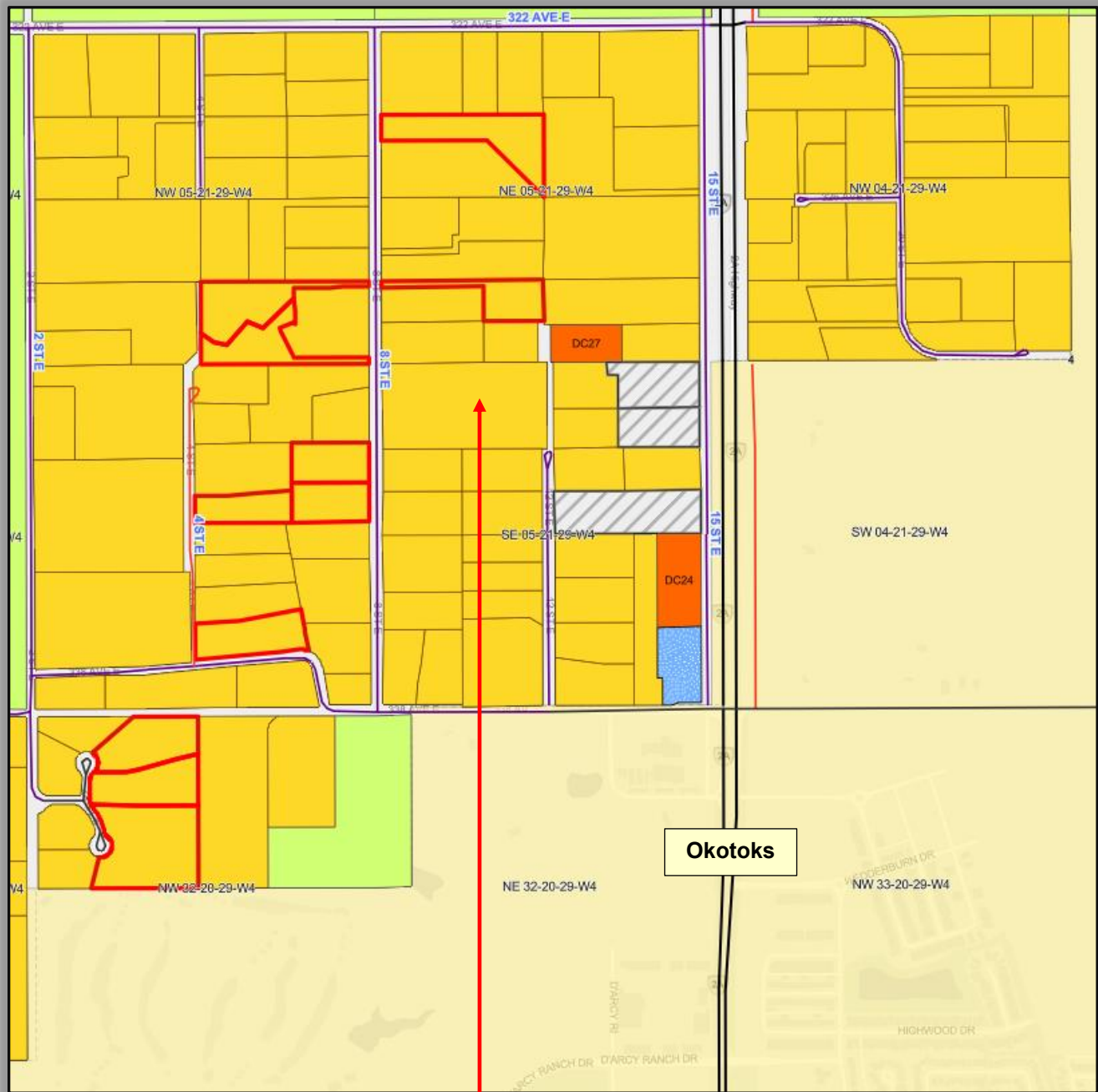
DRAFT BYLAW

APPENDIX A: LOCATION MAP



Subject Parcel

APPENDIX A: HALF MILE MAP – LAND USE

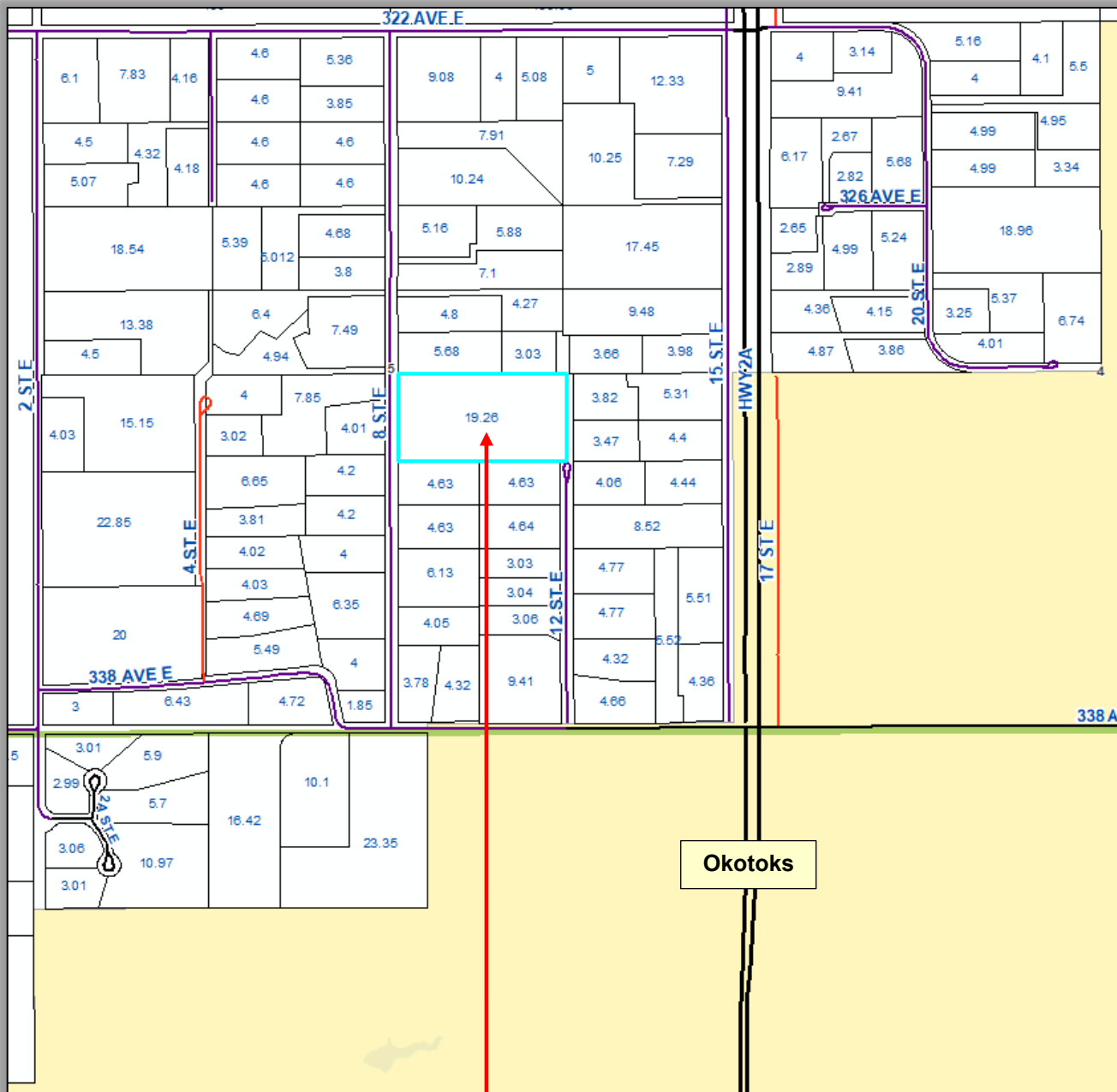


Subject Parcel

Legend

- | | | |
|---|--|--|
| <ul style="list-style-type: none"> — Hard Surface (Chip/oil) — Gravel --- Developer Pavement — Pavement ⋯ In Transition ■ A- Agricultural ■ AA- Agricultural Sub A ■ CR- Country Residential ■ CRA- Country Residential Sub A | <ul style="list-style-type: none"> ■ DC - Direct Control ■ RC- Residential Community District ■ BP- Bussiness Park ■ CMC- Community Commercial ■ HC- Highway Commercial ■ INR- Natural Resource Extraction ■ REC- Recreation ■ OS- Open Space ■ PUL- Public Utility | <ul style="list-style-type: none"> ■ SD- Service District ■ ER- Environmental Reserve ■ MR- Municipal Reserve |
|---|--|--|

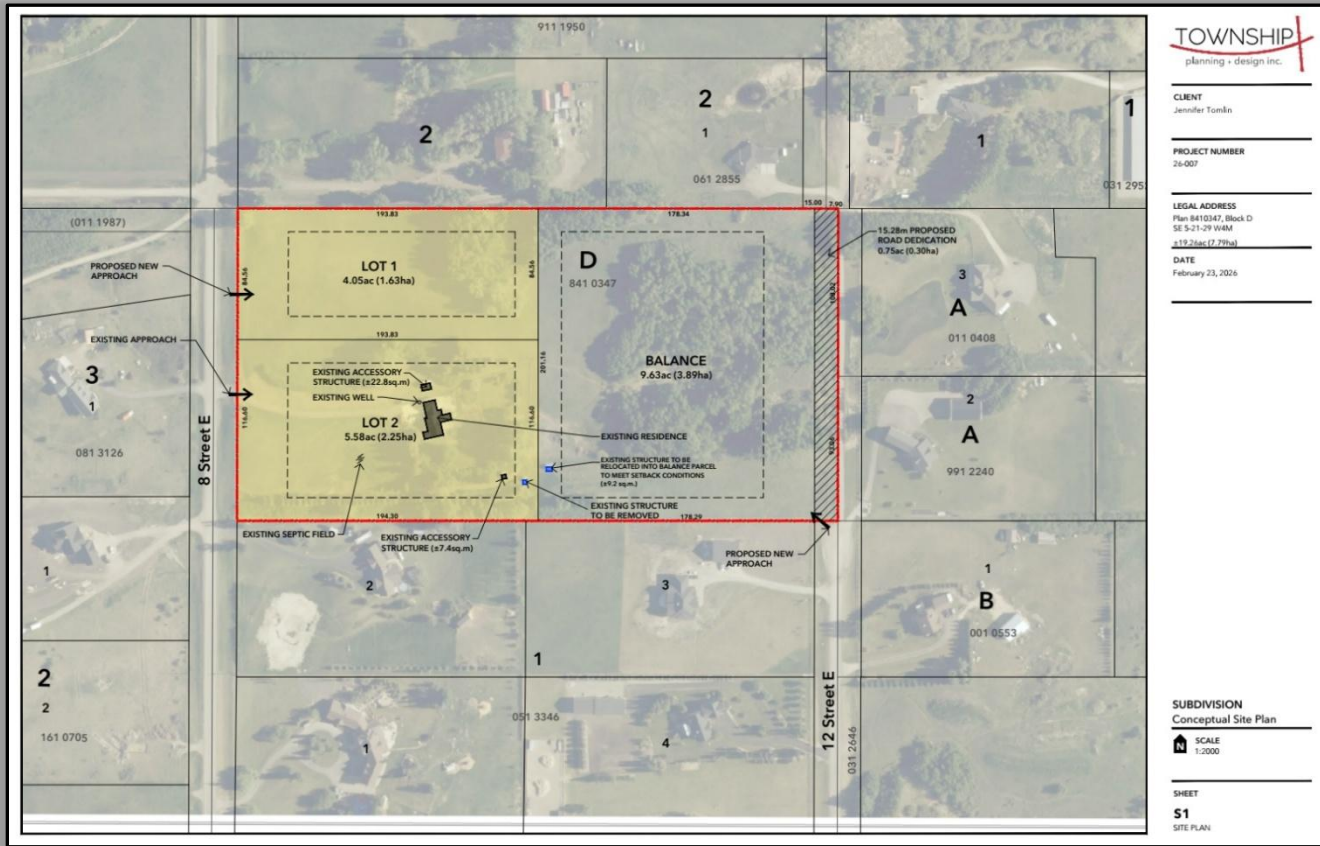
APPENDIX A: HALF MILE MAP – LOT SIZES



Okotoks

Subject Parcel

APPENDIX A: SITE PLAN



TOWNSHIP
planning + design inc.

CLIENT
Jennifer Tomlin

PROJECT NUMBER
20-007

LEGAL ADDRESS
Plan 8410347, Block D
SE 5-21-29 W4M
±13.75ac (±7.79ha)

DATE
February 23, 2026

SUBDIVISION
Conceptual Site Plan

SCALE
1:2000

SHEET
S1
SITE PLAN

APPENDIX A: ORTHO PHOTO



110-259 Midpark Way SE
Calgary, Alberta T2X 1M2

Phone: 403.300.2220
TWPplanning.com



Foothills County
Box 5605
High River, AB
T1V 1M7

16/03/2026

ATTN: Samantha Payne, Manager of Planning Applications

RE: Application for Land Use Exemption from the Country Residential District to allow for two (2) new parcels of +/- 4.05 ac (1.63ha) and +/- 5.58ac (2.25ha) with a +/- 9.63ac (3.89ha) balance and +/- 0.75ac (0.30ha) road plan dedication for land legally described as Plan 8410347, Block D, SE 5-21-29 W4M, consisting of +/- 7.79 hectares (19.26 acres) in Foothills County.

Landowner: Jennifer Jane Tomlin

Dear Mrs. Payne,

Please find enclosed the following in support of the above-mentioned application for amendment to Land Use Bylaw:

- A formal application for exemption to the County Residential Land Use District to allow for the creation of two (2) new parcels to be +/- 4.05 ac (1.63ha) and +/- 5.58ac (2.25ha) balance;
- The Agency Agreement allowing Township Planning + Design to act as agent for the Landowner(s);
- A Cheque for fee payment in the amount of \$3,100 for the Land Use Amendment (\$100 filing fee + Initial Application Fee of \$1,500 per lot);
- A copy of the Abandoned Well Map and Statement;
- A copy of the current Certificate of Title, and
- A copy of the current site plan with and without air photo.

To assist Planning and Development with the evaluation of this application we offer the following additional information:

Purpose

The purpose of this application is to request an exemption from the Land Use Bylaw Country Residential (CR) District, in accordance with Section 13.1.6.1, to facilitate the future subdivision of the existing CR parcel. This will create two (2) new lots, a balance parcel, and a road dedication on the subject site. This proposed application seeks to accommodate the existing single detached dwelling on the new Lot 2. It also aims to create an additional lot (Lot 1) and a balance lot. The owner intends to reserve the balance parcel for their own permanent residence.

Location and Policy Context

The subject site is located south of 322 Avenue E and directly west of 8 Street E. The parcels to the north and south of the subject site are Country Residential (CR) parcels of similar size to those proposed in this application. Given its proximity to the Okotoks Urban Boundary, this development will help create a cohesive transition between the urban and rural densities. It is also consistent with the existing development pattern along the 8 Street E corridor between 322 Avenue E and 338 Avenue E. Additionally, the site is near Highway 2A, a regional Level 3 highway. Access to the highway is provided via 8th Street E, which connects to 338 Avenue E. at a signalized intersection.





The subject site is located in the Central District of the Foothills County Growth Management Strategy, where the County intends to accommodate the majority of its future growth and development. The site and surrounding area are characterized by fragmented land, with a high concentration of Country Residential parcels. In keeping with the Foothills County Municipal Development Plan, new Country Residential development is generally directed toward areas where this type of fragmentation already exists.

The site is located within the Section 5 Area Concept Plan (ACP) and is consistent with the plan's objectives, which identify this area as a location for future growth and development.

Access and Servicing

The subject site is currently accessed via 8th Street E. A new approach is proposed off 8th Street E to connect to Lot 1. The current approach on-site will continue to serve as the approach to the proposed Lot 2. The balance parcel will be access by a new approach that will extend from the existing cul-de-sac at the end of 12 Street E.

A 15.28-meter-wide road dedication is proposed along the eastern boundary of the balance parcel to provide for the future extension of 12th Street E. The proposed road plan dedication is consistent with others previously those approved along this corridor.

The subject site is currently serviced by an existing private well and septic system, which will continue to service the proposed Lot 2. New wells and septic systems will be required for Lot 1 and the Balance parcel.

Should you have any questions or require more information, please do not hesitate to contact the undersigned.

Sincerely,
Township Planning + Design Inc.

Kristi Beunder, B.A, M.E.Des,
Principal RPP, MCIP
Urban + Regional Planning

Robyn Erhardt, BA, M.Plan.
Senior Planner, RPP, MCIP
Urban + Regional Planning

Cc: Jennifer Jane Tomlin

APPENDIX C: PROPOSED BYLAW

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 4.05 +/- acre Country Residential District lot, and one new 5.58 +/- acre Country Residential District lot, leaving a 9.63 +/- acre Country Residential District balance parcel on Plan 8410347, Block D; Ptn. SE 05-21-29 W4M.

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 8410347, Block D; Ptn. SE 05-21-29 W4M within which shall allow for the future subdivision of one new 4.05 +/- acre Country Residential District lot and one new 5.58 +/- acre Country Residential District lot, with a 9.63 +/- acre Country Residential District 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 .