

**FOOTHILLS COUNTY**

309 Macleod Trail, Box 5605

High River, Alberta T1V 1M7

Phone: 403-652-2341

Fax: 403-652-7880

www.FoothillsCountyAB.caplanning@foothillscountyab.ca

July 15, 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 105
Legal Description:	NW 01-20-29 W4M; Plan 9011823, Block 16, Lot 2
Approval Description:	Moved on Dwelling Extension, Relaxation on number of accessory buildings
Applicant/Owner	Neil Mendoza & Julie Dawn Aragon (Applicant) / (Owner)
Location:	Located at the corner of 64 St E and 426 Ave E, and is 592 meters South of 418 Ave E and 1384 meters West of HWY 2A.

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 August 6, 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...

Pierre-David Karolyi
Development Officer
pierre-david.karolyi@foothillscountyab.ca
(403) 603-6310

PK/sp
Encl. – Development Authority Decision



DEVELOPMENT PERMIT DECISION

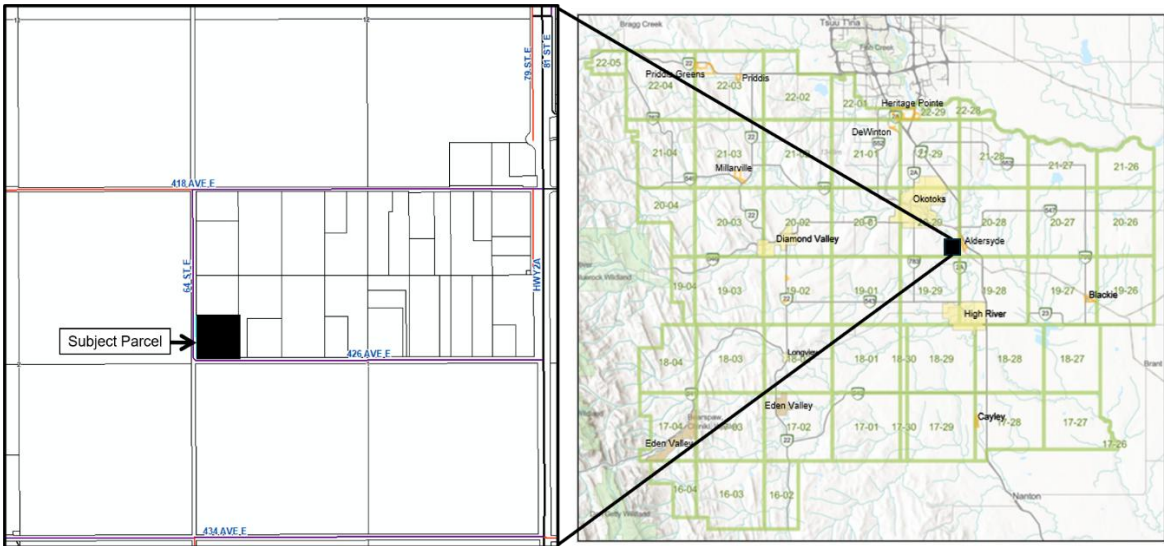
DATE OF DECISION: July 15, 2026

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

APPLICATION FILE NUMBER: 26D105
LANDOWNER(S): NEIL MENDOZA & JULIE DAWN ARAGON
PROPOSAL DESCRIPTION: MOVED ON DWELLING EXTENSION, RELAXATION ON NUMBER OF ACCESSORY BUILDINGS.
LEGAL DESCRIPTION (SUBJECT PARCEL): PLAN 9011823 BLK 16 LOT 2, PTN: NW 1-20-29 W4

LOCATION OF SUBJECT PARCEL:

The subject parcel is a 9.32-acre Country Residential District parcel located at the corner of 64 St E and 426 Ave E, is 592 metres south of 418 Ave E and 1384 metres west of Highway 2A.



INTENT OF THE DEVELOPMENT PERMIT APPLICATION:

An application has been submitted to allow for a previously lived in +/- 780 sq. ft. dwelling addition to be moved onto the property and placed upon a permanent foundation to serve as an extension to the existing permitted Single Family Dwelling on this parcel, as well as to authorize the presence of 9 existing accessory buildings with a cumulative area of 267.7 sq. ft.

Dwelling, Moved On means a Dwelling, Single Family or Dwelling Manufactured Home that has previously been lived in or used as a residence, which has now been relocated to a new parcel for the purpose of a Dwelling Unit. Dwelling, Mobile Homes that have been renovated, added to, or altered in any way from their original CSA Standard, now being relocated to a new parcel for the purpose of a Dwelling Unit shall be considered under the Dwelling, Moved on provisions.

For a parcel between 5 and 9.99 acres in size, up to four (4) accessory buildings totaling up 3,500 sq. ft. of cumulative space are permitted.

Dwelling, Moved On is a Discretionary Use under the Country Residential land use district and having over four (4) accessory buildings on this parcel size requires a Variance; therefore, decisions on applications for Development Permit for this use are to the discretion of the Development Officer.

The application for a Development Permit in accordance with the provisions of Land Use Bylaw 60/2014 of Foothills County in respect of a Dwelling, Moved On, and Variance on the number of Accessory Buildings on the subject parcel has been considered by the Development Officer and is **APPROVED** subject to the following.

APPROVAL DESCRIPTION:

This approval allows for the development and use of the subject parcel for a previously lived in 65 ft. by 12 ft. (+/-780 sq. ft.) and 10 ft. tall Moved On Dwelling addition to the existing Single Family Dwelling in alignment with the building, and nine (9) existing Accessory Buildings totalling up to 267.7 sq. ft. in cumulative area, all in accordance with the submitted and accepted Development Permit application.

PRE-RELEASE CONDITION(S):

*Pre-release condition(s) must be complied with before the Development Permit can be signed and issued. Failure to complete the pre-release condition(s) on or before **December 15, 2026** will see this development permit decision 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.

CONDITIONS OF APPROVAL:

*The following requirements must be completed within **twenty-four (24) months** (12 months for Condition #4) 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.*, with the inclusion of a Building Permit number;
2. All necessary building, plumbing, gas, septic, and electrical permits; and inspections for the Dwelling, Moved-On and the attached Garage must be obtained from the County;
3. Failure to locate the Dwelling onto a permanent foundation within 60 days of its 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. Prior to the County acknowledging completion of the development and refunding the deposit for compliance, the following shall be illustrated:
 - a. All exterior surfaces of the dwelling must be finished with consistent and aesthetically pleasing materials, and no exterior surface may remain unfinished or uncovered;
 - b. 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. Any recommendations from the Engineer with respect to the review that was provided at the time of application for development permit shall be met prior to;
6. The applicant shall provide written notification to the Development Authority upon completion of the development, as approved herein;
7. 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. No topsoil shall be removed from the subject property. It is the applicant's responsibility to ensure that the natural drainage pattern of the parcel is maintained;
4. All new installation(s) of exterior lighting must adhere to the guidelines and technical specifications as outlined within the Dark Sky Bylaw;
5. 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;
6. It is the applicant's responsibility to install and maintain an emergency address for the property;
7. The applicant agrees to indemnify and hold harmless Foothills County, its employees and agents from any and all claims, demands, or actions and costs whatsoever may arise, directly or indirectly from any done or omitted to be done with respect to the approved development;
8. 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;
9. 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 or submission of the executed appeal notification period waiver; should no appeals be received, and completion of all Pre-Release Conditions (if any). Development cannot 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 Sections 685(1) and 685(3) 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.



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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.*

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 od 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