



Town of
Thorsby
LAND USE BYLAW
#2025-05

Approved: August 26, 2025

SUMMARY OF AMENDMENTS

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USER GUIDE

The “User Guide” is intended for information and clarity purposes only and is not a section of the Land Use Bylaw.

The Land Use Bylaw establishes regulations and rules for the use of land and structures within the Town of Thorsby. This includes, but is not limited to location, type of allowable uses, development permit, redesignation and subdivision application processes and requirements, setbacks, servicing standards as well as general and specific use regulations for matters relating to the planning and development of land within Thorsby.

Alignment of the Land Use Bylaw with higher-level planning policies is a key component of this Bylaw. The Land Use Bylaw is the tool that provides the specific requirements for development that fit within the higher-level goals and objectives of the Town’s Municipal Development Plan (MDP). It is also intended to reflect and align with the requirements of not only higher-level Town documents, but regulations mandated by the Province of Alberta and the Government of Canada. Wherever possible, these are referenced throughout the Land Use Bylaw for ease of use for residents to understand how the differing requirements of regulation at different levels of government fit into land use planning within Thorsby. All of these regulations are subject to changes and higher-level governments such as the provincial and federal requirements supersede any requirements outlined in this Bylaw.

The following steps may assist the user of this Bylaw:

1. LOCATE

Locate the subject property on the Land Use Districts Map

This map divides the Town of Thorsby into distinct land use districts. Confirm which land use district the property you are interested in developing or obtaining more information on is located in. Many people refer to land use districts as “zones” or “zoning”, however, to align with provincial legislation, this Bylaw refers to them as districts or land use designations.

2. CHECK

Check the Table of Contents and locate the land use district you are interested in. Each land use district is listed in Part 12.

Each land use district will contain a list of permitted and discretionary uses, setbacks, lot coverage requirements and other miscellaneous regulations. This determines what types of uses can be developed in each land use district and how they can be developed in terms of their placement,

size, height and more. In coordination with a land use district review, users should look at Part 2 which includes definitions for the various uses to determine what category a use best fits under.

3. REVIEW

Review the Table of Contents to determine if a particular use has any additional regulations that should be considered. Certain uses have additional “specific use regulations” that should be considered when proposing a development. These are outlined in Part 9 of the Land Use Bylaw.

Depending on the context of a property, the general regulations outlined in Part 8 may also be applicable depending on the lot characteristics and the scale and use proposed.

4. DISCUSS

Contact the Town of Thorsby Administration to set up a pre-application meeting. Land Use Bylaw’s, as much as they are aimed to be user-friendly and intuitive are complex documents and confirming details of a proposal in advance of submitting an application is beneficial to all parties involved. Administration is trained and happy to assist you with your land use redesignation, development, subdivision or other general inquiry related to matters involving planning & development within the Town of Thorsby.

PART 1 - ENACTMENT

1.1 TITLE

The title of this Bylaw shall be the Land Use Bylaw of the Town of Thorsby.

1.2 PURPOSE

The purpose of this Bylaw is to regulate and control the use and development of land and buildings within the Town to achieve the orderly and economic development of land, and for that purpose, amongst other things:

- (1) to divide the Town into districts;
- (2) to prescribe and regulate for each district the purposes for which land and buildings may be used;
- (3) to establish a method of making decisions on applications for development permits including the issuing of development permits;
- (4) to establish the Development Authority for the Town;
- (5) to provide the manner in which notice of the issuance of a development permit is to be given; and
- (6) to establish the number of dwelling units permitted on a parcel of land.

1.3 APPLICATION

This Bylaw shall apply to the whole of the Town of Thorsby being all lands and buildings contained within its corporate limits.

1.4 EFFECTIVE DATE

- (1) This Bylaw comes into effect upon the date of its third reading.
- (2) Land Use Bylaw 2017-02, as amended, is hereby repealed.

1.5 CONFORMITY WITH THE BYLAW

- (1) No person shall commence any development within the Town except in conformity with this Bylaw.
- (2) Compliance with the requirements of this Bylaw does not exempt any person from the requirements of any adopted Statutory Plan.

1.6 OTHER LEGISLATIVE REQUIREMENTS

- (1) In addition to this Bylaw, an applicant is responsible for complying with any other applicable federal, provincial, or municipal legislation or law. The applicant is also responsible for complying with the conditions of any caveat, covenant, easement or other instrument affecting a building or land.
- (2) The Town is not responsible for, nor does the Town have any obligation whatsoever to determine what other legislation may apply to a development, nor to monitor or enforce compliance with such legislation.
- (3) The Development Authority shall not approve an application for a development permit that is not in conformity with the Town's Statutory Plans.

1.7 SEVERABILITY

- (1) In the event any portion of this Bylaw is found invalid by a Court of Law or is overturned by a superior jurisdiction, the validity of the remaining portions of the Bylaw shall not be affected.

1.8 TRANSITION

- (1) An application for a Subdivision, Development Permit or amendment to this Bylaw commenced prior to the coming into force of this Bylaw shall be evaluated under the provisions of the Town's Land Use Bylaw No.2017-02, as amended.

PART 2 – INTERPRETATION

2.1 RULES OF INTERPRETATION

- (1) Where a word is used in the singular, such a word may also mean plural.
- (2) Where a masculine or impersonal pronoun or adjective is used, such a word may also mean the feminine or impersonal pronoun or adjective.
- (3) Where a word is used in the present tense, such a word may also mean the future tense.
- (4) The word “person” includes a corporation as well as an individual.
- (5) The word “may” is a discretionary term, meaning the regulation in question can be enforced by the Town if it chooses to do so, dependent on the circumstances of the site or application.
- (6) The word “should” means compliance in principle to the regulation but is subject to the discretion of the Development Authority where compliance is impracticable or undesirable because of relevant planning principles or circumstances unique to a specific application
- (7) The words “shall” and “must” require mandatory compliance except where a variance has been granted pursuant to the Act or this Bylaw.
- (8) Words, phrases, and terms not defined in this part may be given their definition in the Act or the Alberta Building Code. Other words shall be given their usual and customary meaning.
- (9) Where a regulation involves two or more conditions or provisions connected by the conjunction “and” means all the connected items shall apply in combination; “or” indicates that the connected items may apply singly; and “and/or” indicates the items may apply singly or in combination.

- (10) All units of measure contained within this Bylaw are metric (SI) standards and are rounded to the nearest decimal place. For the purpose of convenience, the following conversion factors are provided:

Metric	Imperial
1 square metre (m ²)	10.8 square feet (ft ²)
1 hectare (ha)	2.47 acres (ac)
1 kilometre (km)	0.6 mile (mi)
1 metre (m)	3.3 feet (ft)
1 centimetre (cm)	0.4 inch (in)
1 millimetre (mm)	0.04 inches (in)
1 kilogram (kg)	2.2 pounds (lb)

2.2 DEFINITIONS

For the purposes of this Bylaw and any amendments made hereto, the definitions set out in the following shall be used. When no definition is provided hereunder, the Town's dictionary of choice shall be used.

- (1) **"1:100 year flood"** is a flood event that has a 1% chance of being equaled or exceeded in any given year. It's not a guarantee that a flood of this magnitude will occur exactly every 100 years, but rather that it has a 1% chance of occurring each year.
- (2) **"abattoir"** means a building and/or site used as a slaughterhouse, where animals are killed and butchered for human or animal consumption;
- (3) **"abut" or "abutting"** means immediately contiguous or physically touching, and, when used with respect to a lot or site, means that the lot or site physically touches upon another lot or site, and shares a property line or boundary line with it;
- (4) **"accessory building"** means a building separate and subordinate to the principle building, the use of which is incidental to that principle building and is located on the same lot. A garage attached to a principle building is deemed to be part of the principle building;
- (5) **"accessory use"** means any use in a building and/or on a parcel of land which is supplementary or subordinate to the principle use located in the same building and/or on the same parcel of land;
- (6) **"Act"** means the Municipal Government Act, R.S.A. 2000, as amended;
- (7) **"adjacent"** means land that is contiguous to a particular parcel of land and includes land that would be contiguous if not for a highway, road, river or stream;
- (8) **"adult entertainment"** means any building used as "retail" in which books and/or items for a mature audience are displayed and sold, or a building that shows mature films or live entertainment;
- (9) **"agricultural operation"** means an agricultural operation as defined in the Agricultural Operation Practices Act;
- (10) **"agricultural processing – minor"** means a small-scale value-added agricultural operation that includes the use of land and/or a building for the upgrading of a product for distribution or sale that was originally produced in an agricultural operation. These minor operations are intended to primarily use agricultural products which are produced onsite. An Agricultural Processing–Minor operation should not produce any offsite impacts.

A Cannabis Production and Distribution Facility is excluded from this use.

- (11) **"agricultural sales and/or service"** means a building or site used for "retail" but in which the goods for sale are vehicles, equipment, or machinery for use in the agricultural industry, and/or the servicing of vehicles, equipment, or machinery related to the agricultural industry;
- (12) **"agri-tourism business"** means a use, accessory to the principal agricultural use, that brings additional visitors to a primarily agricultural parcel over and above the site visits generated by

the principal agricultural activity(ies). These accessory uses are predominantly educational, retail, recreational and entertainment focused. This use is seasonal in nature and may include facilities for the retail sales of agricultural products on the same site as where the product is produced and/or, the use of features or facilities located on the land. Examples may include a corn maze, petting zoo, informational centre related to agricultural activities, bouncy houses, potato sack slides, mini golf, playground activities, miniature trains, pedal karts, and sandboxes.

- (13) **“alcohol production”** means a development that manufactures beer, wine, spirits or other alcoholic beverages and may include the retail sale of products. This use may be combined with another use such as a Restaurant.
- (14) **“amusement arcade”** means a building and/or site which operates mechanical and/or electronic games, and rides, for entertainment purposes;
- (15) **“animal shelter”** means a building and/or site used for the temporary accommodation and/or impoundment of animals;
- (16) **“area structure plan (ASP)”** means a major or local statutory plan prepared pursuant to *the Act* that provides the framework for the development of lands for commercial, industrial and residential purposes in a manner that is consistent with the goals, objectives, and policies of the Town.
- (17) **“area redevelopment plan (ARP)”** means a statutory plan prepared pursuant to *the Act* that provides a redevelopment framework for an existing developed area. It provides policies for rehabilitation, preservation, redevelopment, demolition and the redesign of an existing built-out area over the long-term.
- (18) **“artisan studio/shop”** means the use of a premises for the creation and production of arts or crafts for sale to the general public and includes, but is not limited to the small scale production of pottery, sculpture, painting, garment makers, tailors, jewelers, shoe repair, soap or candle production and similar arts and crafts which do not include the use of toxic or hazardous materials, result in excessive noise or require the outdoor storage of materials.
- (19) **“art gallery”** means a building used for the display and “retail” of works of art;
- (20) **“auction mart”** means a building and/or site used for “retail” but in which goods, including livestock, are sold by an auctioneer and where goods are sold to the highest bidder;
- (21) **“automotive sales and/or rental”** means a building or site used for “retail” but in which the goods for sale, and/or lease are automobiles, trucks, boats, trailers, recreational vehicles, or other similar personal vehicles;
- (22) **“automotive supply store”** means a building or site used for “retail” but in which the goods for sale are related to the use and operation of automobiles, trucks, boats, trailers, recreational vehicles, or other similar personal vehicles;
- (23) **“automotive service and/or paint shop”** means a building or site used for the repair, servicing, and/or painting of motor vehicle, boats, trailers, recreational vehicles, or other

similar personal vehicles and may include the sale of automotive fuels, lubricating oils or other like automotive fluids;

- (24) **“bakery”** means a building used for baking food as well as the “retail” of said food;
- (25) **“balcony”** means a horizontal structure, with a railing, adjoining a building above the first storey floor level, and intended for use as a private outdoor amenity space with access only from within the building.
- (26) **“bareland condominium”** is a parcel of land that is individually owned and governed by a condominium corporation. This means that the owner of a bareland condominium is responsible for maintaining their own property, but also shares in the responsibility and cost of maintaining common areas and facilities
- (27) **“basement”** means the portion of a development which is wholly or partially below grade, having above grade no more than 1.8 m of its clear height lying below the finished level of the floor directly above;
- (28) **“bed and breakfast”** means a use in which an owner occupying a single-detached dwelling provides temporary accommodation with one meal provided to registered patrons in exchange for compensation;
- (29) **“building”** includes anything constructed or placed on, in, over or under land but does not include a highway or road or a bridge that forms part of a highway or road;
- (30) **“bulk fuel and/or fertilizer sales and storage”** means the storage of and “retail” of large quantities of fuel and/or fertilizer;
- (31) **“c-can”** means a specific type of portable storage container which is a metal freight container that is used for the temporary storage of materials and equipment. See portable storage container definition;
- (32) **“cannabis”** means cannabis plant, fresh cannabis, dried cannabis, cannabis oil and cannabis plant seeds and any other substance defined as cannabis in the Cannabis Act and its regulations, as amended from time to time.
- (33) **“cannabis accessory”** means a thing, including rolling papers or wraps, holders, pipes, water pipes, bongs and vaporizers, that is represented to be used in the consumption of cannabis or a thing that is represented to be used in the production of cannabis, if the thing is sold at the same point of sale as cannabis.
- (34) **“cannabis retail sales”** means a retail store licensed by the Province of Alberta where cannabis and cannabis accessories are sold to individuals who attend the premises.
- (35) **“cannabis production and distribution facility”** means development in a stand-alone building used principally for one or more of the following activities as it relates to cannabis:
- production, cultivation and grown of Cannabis
 - The processing of raw materials

- The making, testing, manufacturing, assembling or in any way altering the chemical or physical properties of semi-finished or finished goods or products;
- The storage or trans-shipping materials, goods, and product' or
- The distribution and sale of materials, goods, and products to Cannabis retail stores

Medical cannabis production and distribution facilities shall not include storefront retail sales

- (36) **"cannabis plant"** means a plant that belongs to the genus Cannabis.
- (37) **"campground"** means the use of a site managed for the short-term stay of tents, campers, and/or recreational vehicles, but which is not used as year-round storage or accommodation;
- (38) **"car/truck wash"** means the use of a building and/or site for the cleaning of motorized vehicles either manually or through an automated process;
- (39) **"cemetery"** means a site used for the burying of the remains of animals and/or humans;
- (40) **"change of use"** means a change from an existing use within a building to a different use.
- (41) **"child care facility"** means the use of a building or portion thereof for the provision of care, maintenance, instruction or supervision of seven or more children under the age of 13 years, by persons other than those related by blood or marriage, for periods not exceeding 24 consecutive hours and includes all daycare centers, early childhood services, nurseries and after-school or baby-sitting programs which meet this definition. A license is required under the Child Care Licensing Act to operate a childcare program.
- (42) **"club"** means a building and/or site used for the private meeting and social activities of members of a private organization and which may include space for eating, drinking, and congregating;
- (43) **"community centre"** means a building and/or site open to the general public and used for recreational, educational, social and/or cultural activities;
- (44) **"confined feeding operation"** means a confined feeding operation as defined in the Agricultural Operation Practices Act;
- (45) **"contracting services"** means a building or site used for the operation and storage of materials and/or vehicles related to the industries of construction, painting, plumbing, heating, electrical, landscaping, drilling and excavation, paving, maintenance and cleaning;
- (46) **"convenience store"** means "retail" but where the gross floor area does not exceed 186.0 m² in gross floor area;
- (47) **"corner lot"** means a lot having boundary lines on two or more roads or highways, or with a road and a highway, at their intersection or junction. Corner lot also means a lot having a boundary line at a point where a road or highway changes direction by a minimum of 45 degrees within the boundaries of the lot;
- (48) **"Council"** mean the Council of the Town of Thorsby;
- (49) **"coverage"** means the sum of the floor areas at grade of all buildings, both principle and accessory, on a lot divided by the area of the lot;

- (50) **“curb cut”** means the space within the municipal curb which acts as a ramp connecting the grade of the sidewalk to the grade of the adjoining street. A curb cut is typically required to provide driveway access onto a parcel;
- (51) **“data processing centre(s)”** means a building, dedicated space within a building, or a group of buildings used to house computer systems and associated infrastructure and components, such as telecommunications and storage systems for the digital transactions required for processing and/or mining data. This generally includes backup components and infrastructure for power supply, data communication connections, environmental controls (such as air conditioning and/or fire suppression) and various security devices. This includes, but is not limited to digital currency processing, bitcoin, non-fungible tokens, and blockchain transactions.
- (52) **“date of issue”** means the date on which the notice of a decision of the Development Authority is published or mailed;
- (53) **“day home”** means a childcare business providing care to not more than six (6) children, not including the person's own children that is operated by a resident of a dwelling within that dwelling.
- (54) **“deck”** means a means an uncovered horizontal structure with a surface height greater than 0.6m (2 ft) above grade at any point, and intended for use as a private outdoor space;
- (55) **“development”** means:
- (a) an excavation or stockpile and the creation of either of them, or
 - (b) a building or an addition to or replacement or repair of a building and the construction or placing of any of them in, on, over or under land, or
 - (c) a change of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the use of the land or building, or
 - (d) a change in the intensity of use of land or a building or an act done in relation to land or a building that results in or is likely to result in a change in the intensity of use of the land or building; and without restricting the generality of the foregoing, includes:
 - (i) in the case of a lot used for residential purposes, alterations made to a building or an additional building on the lot whether or not the building is a dwelling or part of a dwelling unit,
 - (ii) in the case of a lot used for other than residential purposes, alterations or additions made to a building on the lot or a use of the lot which would increase either the capacity of the building or the intensity of use of the lot,
 - (iii) the display of advertisements or signs on the exterior of a building or on any land,
 - (iv) the deposit of earth, debris, waste materials, refuse, or any other material on any land, including land already being used for that purpose, or if the natural topography or drainage is altered,
 - (v) the removal of topsoil from land,

- (vi) the recommencement of the use to which land or a building has been previously put if that use has been discontinued for a period of more than six months,
 - (vii) the use of land for storage purposes or for the repair of equipment, vehicles or other kinds of machinery, or
 - (viii) the removal or demolition of a building;
- (56) **“development agreement”** means a legally binding contract between a developer and Town of Thorsby outlining the obligations of the developer with respect to a specific development. This is typically required as a condition of a development permit.
- (57) **“development authority”** means the development authority of the Town as established by this Bylaw;
- (58) **“development officer”** means a person authorized to act with the full authority and powers of a Development Officer as outlined in the Authorities section of this Bylaw.
- (59) **“development permit”** means a document authorizing a development issued pursuant to this Land Use Bylaw;
- (60) **“discretionary use”** means the use of land or a building provided for in this Land Use Bylaw for which a development permit may be issued at the discretion of the development authority upon an application having been made;
- (61) **“driveway”** means a vehicle access route on the parcel which provides access to the driving surface;
- (62) **“entertainment venue”** means a facility or use on a parcel for rental by individuals for compensation for specific events. Uses may include weddings, anniversary parties, corporate parties, rodeo parties and other functions. This includes barns or other structures utilized for the aforementioned activities or others commercial in nature for entertainment purposes.
- (63) **“environmentally sensitive areas”** means landscape element or areas that have important and/or unique environmental characteristics that are essential to the long-term maintenance of biological diversity, soil, water or other natural processes both within the environmentally sensitive area and in a regional context.
- (64) **“escarpment”** means a slope where the grade exceeds 15% or is suspected of being unstable.
- (65) **“excavation”** see stripping and grading definition
- (66) **“dwelling unit”** means a complete dwelling or self-contained portion of a dwelling, set or suite of rooms which contains sleeping, cooking and separated or shared toilet facilities, intended for domestic use, and used or intended to be used permanently, semi-permanently, or seasonally as a residence for a household, and which is not separated from direct access to the outside by another separate dwelling unit;
- (67) **“farming”** means the raising or production of crops, or animals, and includes a single residence for the farmer, but does not include a “Confined Feeding Operation” as defined by the Agricultural Operation Practices Act (Chapter A-7, R.S.A. 2000) and all regulations and amendments passed thereto and does not include marihuana grown for medical purposes,

which are sold from the parcel at wholesale and does not include the accessory sale of related goods;

- (68) **“farmers market”** means a market used for primarily selling goods produced in agricultural operations, and operates regularly, but on a temporary basis. It may include the use of a building, structure or lot for the purposes of selling produce, crafts and other associated goods. It may include food trucks, concessions and other sales.
- (69) **“financial services”** means a building used as a bank, credit union, or any other similar monetary enterprise;
- (70) **“flood fringe”** means the portion of the flood hazard area outside of the floodway where water during a flooding event is generally shallower and flows more slowly than in the floodway
- (71) **“flood hazard area”** means the area affected by a 100-year flood under encroachment conditions. The flood hazard area is typically divided into floodway and flood fringe zones, and may also include area of overland flow.
- (72) **“floodway”** means the portion of the flood hazard area that conveys water during a flood event. In this area during flooding, water flows are the deepest, fastest, and most destructive. This area typically includes the main channel of the body of water and a portion of the adjacent overbank area.
- (73) **“floor area”** means the total area of all floors of all buildings including accessory buildings located on any lot, excluding the area of basement floors, EXCEPT THAT basement suites in apartment buildings shall be included in the calculation of floor area;
- (74) **“floor/area ratio”** means the ratio or decimal resulting from dividing the floor area of all buildings by the total site area of the parcel of land on which the buildings are located;
- (75) **“foundation”** means the lower portion of a building, usually concrete or masonry and includes the fittings, which transfer the weight of and loads on a building to the ground.
- (76) **“fragmented parcel”** means a parcel of land that is separated from the balance of a quarter section by a natural barrier such as a river or a coulee, or by a physical barrier such as a road or highway;
- (77) **“front line”** means the boundary line of a lot lying adjacent to a highway or road. In the case of a corner lot, the shorter of the two boundary lines adjacent to the highway or road shall be considered the front line;
- (78) **“front yard”** means a yard extending across the full width of a lot from the front line of the lot to the nearest wall of the main building situated on the lot. For the purposes of lakefront lots, the front line of the lot shall be considered to be closest to the lake;
- (79) **“funeral home”** means a building and/or site used for the organization of funerals, the preparation of the deceased for burial or cremation, and/or the holding of funeral services;
- (80) **“gambling and gaming hall”** means a building used as a gaming establishment which offers games of chance including slot machines, table games, video lottery terminals, and/or a bingo hall;

- (81) **“garage”** means a building or portion thereof which is designated and used for the storage, marking or the maintenance of personal vehicles.
- (82) **“garage sale”** means a temporary sale on residential properties, less than two days in length that results in the sale of used household items within the front yard of a dwelling unit in a residential district.
- (83) **“gas bar”** means a site or portion thereof which is used for the sale of gasoline, propane and other fuels, the sale of lubricating oils and other automotive fluids or motor vehicle accessories but does not include automotive service establishments, bulk fuel and/or fertilizer sales and storage and/or gas bar, card lock;
- (84) **“gas bar, card lock”** means a site or portion thereof which is typically not attended during business hours by a salesperson and is used for the sale of gasoline, propane and other fuels but does not include the sale of other materials or automotive service establishments;
- (85) **“golf course”** means a site used for the purposes of playing golf and which may include a clubhouse as an accessory use;
- (86) **“grade”** means the average elevation at the finished level of the ground, excluding an artificial embankment, at any point immediately adjacent to the building. Grade may have been established in conjunction with a subdivision grade plan prepared by a civil engineer.
- (87) **“greenhouse”** means a building and/or site used to grow and “retail” flowers, trees, shrubs, vegetables, and/or other plants except for marihuana grown for medical purposes;
- (88) **“grocery store”** means a building used for “retail” but which sells primarily food items for consumption off-site, and which has a gross floor area greater than 450 m²;
- (89) **“group home”** means a building and/or site use for residential purposes for individuals who require supervision because of their age, disability, or need for rehabilitation, and where qualified staff are always present;
- (90) **“habitable floor space”** means any room or enclosed space used or useable for human occupancy, including but not limited to kitchens, bedrooms, living rooms, family rooms and dens, bathrooms, laundries, pantries, foyers, hallways/entry ways, and areas containing infrastructure/servicing (furnace, circuit panel, water heater, etc.) but excludes any room or space not intended primarily for human occupancy including but limited to storage areas/cellars and undeveloped basements;
- (91) **“hazardous materials impact analysis”** is a process that evaluates the potential consequences of a hazardous material spill or release on the environment and human health. It helps determine the extent of potential contamination, risks to communities, and remediation strategies
- (92) **“health care facility”** means an AHS hospital, AHS clinic a Canadian licensed medical practitioners office, Alberta Health Practitioners Act
- (93) **“height”** means the vertical distance between the grade and the highest point of a building that is not a stairway entrance, a ventilating fan, a skylight, a steeple, a chimney, a

- smokestack, a fire wall, or a flagpole, or similar device not structurally essential to the building;
- (94) **“highway”** means a highway as defined in the Public Highways Development Act, R.S.A. 2000;
- (95) **“home business – minor”** means a home-based business / home office that may be operated within the residential dwelling or accessory building by a person who occupies the dwelling and does not create any impacts outside of the lot of where the business is located. Examples include, but are not limited to a home office or other small-scale businesses with minimal customer visits and no off-site employees.
- (96) **“home business – major”** means a home-based business that generates business-related visits, may include an off-site employee and is larger in scale than a home business – minor.
- (97) **“home sales center”** means a temporary structure used for the sale of homes in a subdivision within an approved subdivision. It is for commercial purposes and not to be used as a residential dwelling and typically temporary in nature or with future plans to be repurposed to a community building/amenity.
- (98) **“hospital”** means a building and/or site used for medical care, examination, treatment, surgery and recovery of patients and which may include an extended stay;
- (99) **“hotel”** means a building used for short term stays through the provision of rooms or suites where rooms are accessed from a common interior corridor, and which may also contain commercial uses such as restaurants, or convention space;
- (100) **“housing, apartment (low rise)”** means a residential use consisting of more than four dwelling units, but which has a height less than 15 metres, but shall not mean row housing;
- (101) **“housing, apartment (high rise)”** means a residential use consisting of more than four dwelling units, but which has a height greater than 15 metres, but shall not mean row housing;
- (102) **“housing, duplex”** means a building with two dwelling units that have sharing one common wall in the case of side-by-side units, or having the dwelling area located above the dwelling area of the other in the cases of vertical units, each with a private entry;
- (103) **“housing, fourplex”** means a building that contains four dwelling units;
- (104) **“housing, manufactured”** means a transportable factory built residential building containing one dwelling unit suitable for long term occupancy, designed to be movable, transported on its own wheels and chassis or other means and arriving at a site ready for occupancy except for incidental operations such as placement on foundation supports and connection to utilities. Manufactured homes shall have pitched roofs and eaves and shall conform to CAN/CSA Z240 MH Series and A277 certified standards. Where a component of a building is assembled off the building site in such a manner that it cannot be reviewed on site, off-site reviews shall be carried out to determine compliance with Safety Codes.
- (105) **“housing, mixed use”** means a building and/or site which has a combination of uses but which typically entails “retail” or “office” uses on the ground floor and residential uses on the upper floors;

- (106) **“housing, mobile”** means a factory constructed detached dwelling unit, with an integral frame, readily relocatable singly or in double modules. Due to the age of the dwelling, they may not meet the Canadian Standards Association (CSA) A277 Standard or building code standards;
- (107) **“housing, row house”** means a building with one of three or more dwellings joined side by side or side to back. Can also include townhouse, garden homes and townhouses attached to high-rise buildings. Have no dwellings above or below them;
- (108) **“housing, secondary suite”** means a self-contained living space either located in the principle building or on the same site as the principle building. Secondary suites have a separate entrance, cooking, sleeping and bathing facilities. Secondary suites shall include basement suites and garage suites;
- (109) **“housing, single detached”** means a residential building containing one dwelling unit which is intended as a permanent residence. Single detached dwellings must be of new construction and be physically separate from any other residential building. Single detached dwellings do not include a manufactured home;
- (110) **“housing, supportive”** means a residential development for elderly, disabled persons or persons who require additional care, with on or off-site supports to ensure that their daily needs are addressed. This includes, but is not limited to seniors housing, supportive housing, long-term care facilities and complex care;
- (111) **“housing, triplex”** means a building that contains three dwelling units;
- (112) **“industrial, light”** means the use of land, buildings and/or structures for an industrial activity that creates no adverse impacts beyond the boundaries of the site for which the associated activity takes place due to appearance, emission of contaminants, noise, traffic volume, odour, smoke and fire. The activities and uses are carried on fully within an enclosed building.

Characteristics of Industrial, Light:

- a) No open storage is permitted
 - b) May have a retail or wholesale component that is subordinate to the principal use
 - c) Nuisance factors do not extend outside of an enclosed building
 - d) No hazardous industry present
- (113) **“industrial, medium”** means the use of land, buildings and/or structures for an industrial activity that creates adverse impacts beyond the boundaries of the site for which the associated activity takes place due to appearance, emission of contaminants, noise, traffic volume, odour, fire, explosive hazards or dangerous goods.

Characteristics of Industrial, Medium:

- a) Light to moderate open storage, but screened with fencing and/or landscaping
- b) May have a retail or wholesale component that is subordinate to the principal use
- c) Moderate nuisance factors may extend past the boundaries of the site
- d) Potential for a moderate degree of hazardous industry

- (114) **“industrial, heavy”** means the use of land, buildings and/or structures for an industrial activity that creates significant adverse impacts beyond the boundaries of the site for which the associated activity takes place due to appearance, emission of contaminants, noise, odour, traffic volume, fire, explosive hazards or dangerous goods.

Characteristics of Industrial, Heavy may include:

- a) Moderate to extensive open storage or stockpiling of raw materials, vehicles and machinery that maybe partly or wholly visible off the site
 - b) Significant noise in the general operations of the use
 - c) Potential exposure of the environment to chemicals and other forms of pollution from the general operations of the use
 - d) Hazardous Industry
- (115) **“internal local roads”** includes all roads within subdivisions, and all service roads adjacent to major two-lane highways, minor two-lane highways, and multi-lane highways;
- (116) **“kennel”** means a building and/or site used for the breeding, care, supervision, and/or housing of animals on either a short- or long-term basis;
- (117) **“landfill”** means a site operated by the Town for controlled waste management where waste collected within the municipality is recycled or permanently disposed of;
- (118) **“land and property rights tribunal”** is a quasi-judicial tribunal that makes decisions about land use planning, development, right of entry, compensation and assessment matters;
- (119) **“landscaped area”** means an area of land made attractive and desirable using any or all of the following: grass, trees, shrubs, ornamental plantings, fences, walls and associated earthworks. It does not include areas occupied by garbage containers, storage, parking lots or driveways.
- (120) **“lane”** means a right-of-way on which motorized vehicles are normally allowed to operate which is 10 m or less in width;
- (121) **“lake”** means a body of water, free from large quantities of aquatic vegetation, and characterized by relatively large open water and deep water zones compared with the shore zone; and, as defined by the Council of the Town of Thorsby;
- (122) **“library”** means a building which primarily loans reading and/or visual material to the general public;
- (123) **“livestock”** means livestock as defined in the Agricultural Operation Practices Act;
- (124) **“liquor store”** means a building and/or site used for “retail” but in which the goods sold are liquor/alcohol for human consumption;
- (125) **“lot”** means:
- (a) a quarter section,
 - (b) a river lot or a lake lot shown on an official plan referred to in the Surveys Act that is filed or lodged in a Land Titles Office,
 - (c) a part of a parcel of land described in a certificate of title if the boundaries of the part are described in the certificate of title other than by reference to a legal subdivision, or

- (d) a part of a parcel of land described in a certificate of title if the boundaries of the part are described in the certificate of title by reference to a plan of subdivision;
- (126) **“lot coverage”** means the area of a lot/parcel that is covered by buildings, structures and other impervious surface cover. Lot coverage is measured by calculating the percentage of the entire lot/parcel that is covered by impervious surfaces.
- (127) **“maintenance”** means the upkeep of the physical form of any building which does not require a permit pursuant to the Safety Codes Act. Maintenance will include painting, replacing flooring, replacing roofing materials, but will not include any activity that will increase the habitable floor area of any dwelling unit or the internal volume of any building;
- (128) **“medical marihuana”** means a substance used for medical purposes authorized by a licence issued under the federal government’s Marihuana for Medical Purposes Regulations or any subsequent legislation which may be enacted in substitution;
- (129) **“medical marihuana facility” (MMF)** means any building in which an activity authorized by the medical marihuana production regulations (Marihuana for Medical Purposes Regulations SOR/2013-119), or any successor or replacement legislation or regulation, is or may be conducted including such activities as growing, processing, labeling and packaging, storing, and transporting of marihuana. This does not include the retail sales of marihuana for recreational purposes;
- (130) **“major”** means, when added as a prefix or suffix to a use, a use which, due to its nature or relatively larger scale, will or could have, in the sole opinion of the Development Authority, an impact on surrounding uses, or which may be intended to serve an area larger than the immediate or local area;
- (131) **“Manufacturing, processing, packaging or assembly of goods or materials”** means a building and/or site where materials are merged to assemble a product and where the product is then packaged for distribution;
- (132) **“may”** is an operative word meaning a choice is available, with no particular direction or guidance intended;
- (133) **“meat processing plant”** means the processing and distributing of animal carcasses to retailers, but does not include a kill floor;
- (134) **“medical clinic”** means a building used for the provision of physical and mental health services on an outpatient basis including, but not limited to dental offices, physical therapy, pharmacy, counselling, doctor’s offices, and/or chiropractic offices;
- (135) **“MGA”** means the Municipal Government Act (Chapter M-26, R.S.A. 2000) and all regulations and amendments passed pursuant thereto;
- (136) **“mini storage”** means a building and/or site used for containing separate secured indoor storage units, designed to be rented or leased for private storage of personal goods;
- (137) **“minor”** means, when added as a prefix or suffix to a use, a use which, due to its nature or relatively smaller scale, will or could have, in the sole opinion of the Development Authority, a limited impact on surrounding uses, or which may be intended to serve a small or local area;

- (138) **“motel”** means a building or group of buildings on a parcel of land designed and operated for the provision of rooms or suites for temporary sleeping accommodation where each room has its own exterior access, and may include a restaurant and/or convention services;
- (139) **“municipality”** means the Town of Thorsby;
- (140) **“municipal development plan”** means the Municipal Development Plan approved by the Council of Thorsby in accordance with the Act.
- (141) **“museum”** means a building and/or site used for the display of artefacts for cultural and educational purposes;
- (142) **“nightclub”** means a building and/or site featuring live entertainment such as music and dancing, and in which alcohol and food may also be served to patrons;
- (143) **“non-conforming building”** means a building:
- (a) that is lawfully constructed or lawfully under construction at the date a land use bylaw affecting the building or the land on which the building is situated becomes effective, and
 - (b) that on the date this land use bylaw becomes effective does not, or when constructed will not, comply with this land use bylaw;
- (144) **“non-conforming use”** means a lawful specific use:
- (a) being made of land or a building or intended to be made of a building lawfully under construction, at the date a land use bylaw affecting the land or building becomes effective, and
 - (b) that on the date this land use bylaw becomes effective does not, or in the case of a building under construction will not, comply with this land use Bylaw;
- (145) **“nuisance”** means anything that is obnoxious, offensive or interferes with the use or enjoyment of property, endangers personal health and safety, or is offensive to the senses.
- (146) **“office”** means a building primarily used for the provision of professional, management, administrative and consulting services but does not include the use as “retail”;
- (147) **“open space”** means land and water areas which are retained in an essentially undeveloped state and often serve one or more of the following uses: conservation of resources; ecological protection; recreation purposes; historic or scenic purposes; enhancement of community values and safety; maintenance of future land use options;
- (148) **“outdoor storage”** means the storage of equipment, goods, raw or processed materials in the open air and not enclosed within a building or structure.
- (149) **“outdoor storage yard”** means a development that’s primary purpose is for the storage, stockpiling or accumulation of goods, equipment or materials in an area that is open or exposed to the natural elements for commercial purposes.
- (150) **“owner”** means:
- (a) in the case of land owned by the Crown in right of Alberta or the Crown in right of Canada, the Minister of the Crown having the administration of the land, or

- (b) in the case of any other land, the person shown as the owner on the Land Title.
- (151) **“parcel of land”** means the aggregate of one or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in a land titles office;
- (152) **“park”** means any parcel of land which is for use by the general public for recreational activities, sporting, or gathering, and which may be left in a natural state or may include man-made features including area for sporting activities, playgrounds, picnic areas, and/or walking trails;
- (153) **“parking facility”** means a building and/or site used for vehicular parking as a principal use;
- (154) **“pawn shop”** means a building and/or site used for “retail” but in which the goods for sale are second hand personal items;
- (155) **“permitted use”** means the use of land or a building provided for in a land use Bylaw for which a development permit shall be issued upon application having been made, provided that all of the regulations of this Bylaw, and all of the matters left to the discretion or the satisfaction of the Development Authority, have been satisfied to the satisfaction of the Development Authority;
- (156) **“personal service establishment”** means a use relating to the care and appearance of the body or the cleaning and repair of personal effects. Typical uses include barber shops, beauty parlours, nail salons, tailors, dressmakers, shoe repair shops, dry cleaning establishments (pick-up and drop-off only), laundromats, photographic studios, personal fitness activity, and may include accessory retail sales. This use class does not include escort services, even as an accessory use;
- (157) **“playground structure”** public playground structure is limited to playgrounds that are located in municipally parks or recreation areas, and may include playground equipment/structures, bike tracks, skateboard parks, spray parks and outdoor fitness equipment installations.
- (158) **“portable storage container”** means a secure, steel/wood structure that is portable in nature (e.g. Sea Can, cargo container, shipping container etc.);
- (159) **“porch”** means a structure abutting a dwelling having a roof but with walls that are open and unenclosed to the extent of at least 50% thereof except for removable screens and storm sashes or awnings, used as a private outdoor amenity space;
- (160) **“principle building”** means a building where the principle use of the site operates from;
- (161) **“principle use”** means the primary purpose or purposes for which a building or lot is used;
- (162) **“public administration”** means a development that is necessary for the continued health, safety and/or welfare of people, both residents of the County and visitors thereto. This includes, but is not limited to, fire stations, post offices, police stations, emergency medical stations, governmental offices/agencies, large-scale public hospitals, buildings and structures essential to the operation/maintenance of public utilities and infrastructure.

- (163) **“rear line”** means the boundary line of a lot lying opposite to the front line of the lot and/or farthest from a highway or road;
- (164) **“rear yard”** means a yard extending across the full width of a lot from the nearest wall of the main building situated on the lot, to the rear line of the lot;
- (165) **“recreational facility”** means a building and/or site used for sports or other active recreational activities and may include health and fitness clubs, racquet courts, dance studios, martial arts schools, basketball and volleyball courts, hockey arenas, football and soccer field, and or other similar sporting fields but not including an outdoor golf course;
- (166) **“recycling depot”** means a facility used for the purchasing, collection, sorting, packaging, and temporary storage of empty bottles, cans, and containers or other recyclable and reusable materials and where storage is contained within an enclosed building;
- (167) **“religious institution”** means a building used for the congregation, meeting, study, and prayer related to any religious faith;
- (168) **“repair shop”** means a building and/or site used for the maintenance, and repair of any goods and/or equipment excluding motor and/or recreational vehicles;
- (169) **“retaining wall”** means a structure constructed to withstand lateral pressure in order to hold back earth, loose rock, or similar materials;
- (170) **“restaurant”** means a use where food is prepared and served on the premises for sale to patrons, and which may or may not be licensed to serve alcohol, and may include entertainment which is accessory to the preparation and service of food;
- (171) **“restaurant, drive-thru”** means a building where food is prepared and sold for consumption to patrons and which offers service through a drive up window;
- (172) **“retail”** means a use that focuses on the display and sale of goods, wares, or merchandise. This use includes, but is not limited to drug stores, clothing stores, sporting goods stores and other similar uses, but does not include retail stores where the majority of total sales are generated through the sale of adult-oriented materials (clothing, videos, magazines, etc.);
- (173) **“riding arena, private”** means a building or structure in which equestrian, athletic or recreational activities are carried out on the lot upon which the arena is located;
- (174) **“road”** means a right-of-way on which motorized vehicles are normally allowed to operate, or a road as defined in the Act, but does not include either a highway or a lane;
- (175) **“salvage yard”** means a building and/or site used for the storage and deconstruction of scrap materials;
- (176) **“school”** means a use operated by a School Board that provides grade and secondary school instruction to pupils through courses prescribed or approved by the Provincial Government;
- (177) **“screening”** means a fence, wall, berm, hedge or other barrier providing visual and/or acoustic separation of sites;
- (178) **“sea can”** see c-can;

- (179) **“setback”** means the perpendicular distance that a development must be set back from the front, side or rear property boundaries of the parcel as specified in the particular District in which the development is located;
- (180) **“shall”** is an operative word which means the action is obligatory;
- (181) **“shoreline”** means the bank of the body of water as determined pursuant to the Surveys Act;
- (182) **“should”** is an operative word which means that, in order to achieve local goals and objectives it is strongly advised that the action be taken. Exceptions shall be made only under extenuating circumstances;
- (183) **“showhome”** means a permanent dwelling which is constructed for the purpose of illustrating to the public the type of character of a dwelling or dwellings that would be able to be purchased or built in other parts of a subdivision or new community area. They may contain offices for the selling of lots or dwellings in the area and are operated on a temporary basis (up to a maximum of 5 years).
- (184) **“side line”** means the boundary line of a lot lying between a front line and a rear line of a lot. In the case of a corner lot, the longer of the two boundary lines adjacent to the highway or road shall be considered a side line;
- (185) **“side yard”** means a yard extending from the front yard of a lot to the rear yard of the lot and lying between the side line of the lot and the nearest wall of the main building;
- (186) **“sign”** means any word, letter, model, picture, symbol, device or representation used as, or which is in the nature of, wholly or in part, an advertisement, announcement or direction. Any structure, or portion thereof, which is used primarily to carry, hold, maintain, support or sustain a sign is construed as being part of the sign, and except as provided for in this Bylaw, is subject to all regulations governing signs;
- (187) **“site”** means an area of land designed to accommodate, and intended to be rented for, a tent or recreational vehicle or cabin;
- (188) **“slope”** means the average sustained vertical deviation of land (rise) over a certain horizontal distance (run). Slope is calculated by dividing the rise by the run
- (189) **“solar collector”** means any device used to collect sunlight that is part of a system used to convert radiant energy from the sun into thermal or electrical energy.
- (190) **“stripping and grading”** means the process of altering the natural elevation of the ground by grading, cutting, stripping, filling or breaking of ground, but does not include common household gardening and ground care, excavation made for the building of basements, structures, landscaping, or parking for which a Development Permit has been issued, or extensive agriculture. Gravel pit, mineral extraction and any other similar extractive use are not classified as stripping and grading and are a separate use
- (191) **“subdivision and development appeal board”** means a subdivision and development appeal board appointed pursuant to Town Bylaw and the Act;
- (192) **“subdivision authority”** means the Subdivision Authority established pursuant to the Act through the Town’s Subdivision Authority Bylaw;

- (193) **“substandard lot”** means any lot which is smaller, in area or in any dimension, than the minimum area or dimension stipulated in the regulations of the District in which the lot is located;
- (194) **“telecommunications tower”** are also known as cell towers or radio masts and are structures that support antennas for transmitting and receiving communication signals, including for mobile phones, radio, and television, and are federally regulated by Innovation, Science and Economic Development Canada (ISED) under the Radiocommunication Act.
- (195) **“temporary development”** means a development for which a development permit has been issued, and which exists for a limited time only;
- (196) **“theatre”** means a building and/or site used to show entertainment including films, live theatre, or musical performances;
- (197) **“tourist information centre”** means the use of a building and/or site to dispense information to the travelling public regarding the Town and may also include washrooms, picnic facilities, or other similar amenities;
- (198) **“toe of slope”** means the transition line between the slope where the grades exceed 15% and the adjacent lowland area where the grade is less than 15%. The toe of slope is determined by a professional surveyor
- (199) **“trucking establishment”** means any building and/or site where commercial vehicles may park for a short or long term stay and which may include a “convenience store,” “restaurant,” and/or “gas bar”;
- (200) **“undeveloped lot”** means a lot which does not contain a dwelling or any other building, but which may contain utility services;
- (201) **“unique site requirements”** are a set of site locational requirements which have been demonstrated to the Town’s satisfaction to be necessary for the development of a commercial or industrial use to be carried out;
- (202) **“use”** means the utilization of a building or parcel of land for a particular type of operation;
- (203) **“utility”** means a utility as defined in the Act, as amended;
- (204) **“utility installations”** means a building and/or site for use by a utility company maintains to maintain or shelter any equipment used in connection with the utility;
- (205) **“veterinary clinic”** means a building and/or site used for the medical care and treatment of animals on either a short term or long term basis;
- (206) **“warehouse”** means a building and/or site used for the storage of materials, goods, and products which will ultimately be distributed and for sale at “retail” stores;
- (207) **“wrecking yard”** means land and buildings that are used for the storage and dismantling of old or wrecked vehicles and / or machinery for the purpose of recycling their components;
- (208) **“xeriscaping”** means a natural approach for constructing low maintenance, water efficient, and sustainable landscapes. It includes designing the landscape using native plants and drought-tolerant species which require less water and chemicals.

(209) **“yard”** means a part of a parcel of land upon or over which no building is to be erected unless otherwise provided for in this Bylaw.

PART 3 – GENERAL ADMINISTRATIVE PROCEDURES**3.1 CONTROL OF DEVELOPMENT**

- (1) No development shall be undertaken within the Town unless an application for it has been approved and a development permit has been issued, except for development not requiring a permit outlined in Section 3.2.
- (2) In the event of a state of emergency (local or provincial) declared pursuant to the Emergency Management Act, RSA 2000, c.E-6.8. as amended, or because of such an emergency, such other temporary development or class of temporary development as Council may declare may be approved in any land use district without compliance with the land use bylaw regulations.

3.2 DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

- (1) The following development shall not require a development permit:
 - (a) The carrying out of works of maintenance or repair to any building or internal alteration, provided that such works do not include structural alterations or major works of renovation that would require a building permit under the Safety Codes Act;
 - (b) Activities as exempted by Section 618 of the Act;
 - (c) Air conditioning units;
 - (d) The use of any such buildings referred to in Section 3.1(2) above, for the purpose which construction was commenced;
 - (e) Private play structures for personal recreational purposes;
 - (f) A Home Business – Minor that meets all the requirements of the Home Business – Minor categorization;
 - (g) Retaining walls, less than 1.0m in height from grade;
 - (h) Signage not requiring a permit as outlined in Section 12.3.2;
 - (i) The use of land for a farm operation on land situated in the Urban Holdings district, provided that the use or building conforms to the minimum setback requirements specified in the Land Use Bylaw. Notwithstanding this section, all dwellings are subject to obtaining a development permit;
 - (j) The erection, construction, or maintenance, improvement or alteration of gates or fences or other means of enclosure less than 1.0 m in height in front yards or in side yards abutting a road, and less than 2.0 m in rear yards or in other side yards, and the maintenance, improvement and other alterations of any gates, fences or walls or other means of enclosure in compliance with Section 9.13. Notwithstanding, barbs and page wire fences are only permitted in the Urban Holding and Industrial Land Use Districts;
 - (k) All types of fences and windbreaks in the Urban Holding district;

- (l) A temporary building, the sole purpose of which is incidental to the erection or alteration of a building, for which a permit has been issued under this Bylaw for a maximum of 6 months;
- (m) The maintenance and repair of public works, services and utilities carried out by or on behalf of federal, provincial and municipal public authorities on land which is publicly owned or controlled;
- (n) The development of Town owned structures or public works, services and utilities. Notice of such structures shall be provided to adjacent landowners for information purposes;
- (o) Development within a basement which does not change or add to the uses in a dwelling, which do not require a building permit under the Safety Codes Act;
- (p) Garage sales, that are temporary and less than two days long. These are typically an outdoor display of goods, materials, and equipment for sale and may be permitted in the front yard of Residential Districts provided the display does not obstruct traffic.
- (q) Day Homes regulated by provincial licensing requirements within a private dwelling;
- (r) All buildings which are less than 15 m² in area and which conform to the setback requirements of the Land Use District and are not utilized for habitation;
- (s) The demolition or removal of any building or structure for which erection a development permit would not be required pursuant to Subsections (d) to (l) above;
- (t) Dugouts in the Urban Holdings district if they conform to the regulations specified in this Land Use Bylaw;
- (u) Excavation, stripping and grading or stockpiling provided it is part of an approved development permit;
- (v) Swimming pools and hot tubs for personal use if they conform to the regulations specified in this Land Use Bylaw;
- (w) Erection of flagpoles and other poles not exceeding 3 m (10 ft.) in height from grade to the satisfaction of the Development Authority;
- (x) A permitted commercial use relocating to an existing building with a previously approved commercial use within the same commercial District (ie. Change of use from a permitted commercial use to another permitted commercial use in a commercial district);
- (y) Fire pits if they conform to the regulations specified in this Land Use Bylaw;
- (z) Landscaping provided that the grades and overland water flows are not substantially altered;
- (aa) Temporary use of a building for election or census purposes; and
- (bb) The construction of a decks or patios, provided that the deck or patio is uncovered, and the walking surface is less than 60cm (2 feet) above grade and it conforms to the regulations specified in this Land Use Bylaw; and

3.3 NON-CONFORMING BUILDINGS AND USES

- (1) Non-conforming buildings and non-conforming uses shall be treated in accordance with the Act, and any amendments thereto.

3.4 APPROVING AUTHORITIES – DEVELOPMENT OFFICER

- (1) The Development Authority for development permit applications is established as the Development Officer in accordance with Section 623 of the Act through Bylaw #2023-09.
- (2) The Development Officer, as designated by the Chief Administrative Officer (CAO) in accordance with Bylaw #2023-09:
 - (a) Shall receive and process all applications for development permits and determine whether a development permit application is complete, in accordance with Section 28, except for development within Direct Control (DC) Districts unless otherwise specified within a DC district;
 - (b) Shall maintain, for the inspection of the public during office hours, a copy of the bylaw and all amendments thereto and ensure that copies of the same are available for public purchase;
 - (c) Shall also establish and maintain a register, in which the application made for a development permit and the decision made on the application shall be recorded, and contain any such other information as deemed necessary.
 - (d) Shall consider and decide on development permit applications, except for developments in Direct Control (DC) Districts unless otherwise specified for:
 - (i) Permitted uses that comply with this Bylaw and those that require variances;
 - (ii) Discretionary uses that comply with this Bylaw and those that require variances;
 - (e) May require a landowner to enter a development agreement for a subject property with a proposed development;
 - (f) Shall notify any adjacent landowners and any other parties deemed to be affected by a proposed development in accordance with this Bylaw and the Matters Related to Subdivision and Development Regulation 84/2022;
 - (g) Shall receive, review and refer any applications to amend this Bylaw to Council; and
 - (h) Shall perform any other duties as are specified in this Bylaw, the MGA, or by resolution of Council.

3.5 APPROVING AUTHORITIES – COUNCIL

- (1) Council shall be responsible for considering and deciding upon development permit applications within any Direct Control district, except where the decision-making authority has been delegated to the Development Officer.
- (2) Council shall be responsible for considering and deciding upon requests for time extensions on subdivision approvals in accordance with section 657(4) of the Act.
- (3) Council shall be responsible for considering and deciding on applications to amend this Land Use Bylaw in accordance with the Act.
- (4) In accordance with Bylaw #2023-09, Council is designated as the Subdivision Authority for the Town of Thorsby. Council may delegate to any individual any of its required functions or duties in the processing of subdivision applications.

3.6 APPROVING AUTHORITIES – SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB)

- (1) The SDAB is established by separate bylaw (Bylaw #2023-04) pursuant to the MGA, and may exercise such powers and duties as are specified in this bylaw, the MGA and the Subdivision and Development Appeal Board Bylaw.

PART 4 – DEVELOPMENT APPLICATION PROCESS

4.1 APPLICATION FOR DEVELOPMENT

- (1) An application for a development permit shall be completed and submitted to the Development Authority in writing, in the form required by the Development Authority, and shall be accompanied by:
 - (a) A site plan, drawn to scale and in metric measurements, showing:
 - (i) the legal description and north arrow;
 - (ii) the front, rear, and side yards;
 - (iii) any provision for off-street loading and vehicle parking, if any;
 - (iv) access and egress points to the site;
 - (v) The location and dimensions of all existing and proposed buildings, structures, or uses on the property and their setbacks between buildings and from property lines;
 - (vi) Existing and proposed easements and rights-of-way; including dimensions and type of easement, if applicable;
 - (b) A map showing the presence of abandoned oil and gas wells in accordance with the Subdivision and Development Regulation;
 - (c) Statement of existing and proposed services (i.e. on-site or municipal);
 - (d) Identification of existing and proposed road infrastructure that will provide access to the development;
 - (e) A statement of the current and proposed use on the lands;
 - (f) The authorization of the registered landowner; and
 - (g) A current copy of the Certificate of Title (COT) pulled within thirty days.
- (2) The Development Authority may also require additional information to assess the conformity of a proposed development with this Bylaw before consideration of the development permit application shall commence. Such information may include, but is not limited to:
 - (a) floor plans, elevations and sections of any proposed buildings;
 - (b) drainage, grading and landscaping plans; and, in the case of the placement of an already constructed or partially constructed building on a parcel of land, information relating to the age and condition of the building and its compatibility with the District in which it is to be located.
 - (c) Written rationale supporting any proposed variances;
 - (d) Stormwater management plans;
 - (e) Landscaping plans;
 - (f) A Real Property Report (RPR);
 - (g) Construction Management Plan;

- (h) Site Servicing Plan;
 - (i) Traffic Impact Assessment (TIA);
 - (j) Environmental Study; and
 - (k) In addition, such additional information may include assessment by a registered professional engineer of any potential flooding or subsidence hazard that may, in the sole opinion of the Development Authority, affect the subject site.
- (3) Notwithstanding the above, additional information or studies may be required by the Development Authority to adequately render a decision on an application;
- (4) Each application for a development permit shall be accompanied by a fee as established by Council.
- (5) All applications for development permits on sites within an area covered by an inter-municipal development plan shall be referred to the other municipality for comments and recommendation.
- (6) The Development Authority may decide on an application for a development permit notwithstanding that any information required or requested has not been submitted.
- (7) In the case where an application for a development permit has been refused pursuant to this Bylaw or ultimately after appeal to the Subdivision and Development Appeal Board (SDAB) or Land and Property Rights Tribunal (LPRT), the submission of another application for a permit on the same property and for the same or similar use of the land by the same or any other applicant need not be accepted by the Development Authority for at least six (6) months after the date of the previous refusal.

4.2 REFERRAL OF APPLICATIONS

- (1) The Development Authority may refer for comment any matter or any application for a Development Permit to any authority deemed necessary.
- (2) Notwithstanding 4.2(1), the Development Authority may refer to any adjacent municipality for consideration and recommendation, any matter or any application for a Development Permit that relates to lands that abut the municipal boundary. Circulation should be in accordance with the policies of the Leduc County and the Town of Thorsby Intermunicipal Development Plan (IDP).
- (3) Notwithstanding 4.2(1), the Development Authority may refer development in proximity to a Highway:

- (a) Applications for development located within 0.8 km from the centerline of a provincial highway and public road intersection where the proposed development would have direct access from the highway shall be referred to Alberta Transportation and Economic Corridors for comment prior to any decision by the Development Authority;
 - (b) All applications for development located, within 150 m of the right of way of a minor two-lane highway where the proposed development would have direct access from the highway may be referred to Alberta Transportation and Economic Corridors for comment prior to any decision by the Development Authority.
- (4) Having received a reply on a matter referred to any authority, the Development Authority shall make a decision giving due consideration to the recommendations and comments received.
- (5) After thirty (30) days from the date of referral, the application may be dealt with by the Development Authority whether or not comments have been received.

4.3 DECISION PROCESS

- (1) In making a decision, the Development Authority may approve the application unconditionally, approve the application subject to those conditions considered appropriate, approve the application permanently or for a limited period of time, or refuse the application.
- (2) The Development Authority may require that as a condition of issuing a development permit, the applicant enter into an agreement to construct or pay for the construction of roads, pedestrian walkways or parking areas which serve the development or which connect the walkway with another walkway system that serves or is proposed to serve an adjacent development, to install or pay for the installation of public utilities other than telecommunications systems or works, to pay an off-site levy, and/or to give security to ensure that the terms of the agreement noted herein are carried out.
- (3) In the case where a proposed specific use of land or a building is not provided for in any District in the Bylaw, the Development Authority may determine that such use is similar in character and purpose to a permitted or discretionary use prescribed for a particular District.
- (4) The Development Authority may approve an application for a development permit even though the proposed development does not comply with the regulations of this Bylaw, or if the development is to be a rebuilding, an enlargement, an addition, or a structural alteration of a non-conforming building, if, in the opinion of the Development Authority:
- (a) The proposed development would not:
 - (i) unduly interfere with the amenities of the neighbourhood, or
 - (ii) materially interfere with or affect the use, enjoyment or value of neighbouring

- parcels of land, and
- (b) The proposed development conforms to the use prescribed for that land or building in this Bylaw.
- (5) An application for a development permit shall, at the option of the applicant, be deemed to be refused when a decision thereon is not made by the Development Authority within forty (40) days after receipt of the application by the Development Authority. The person claiming to be affected may appeal in writing as provided for in Part 4 of this Bylaw as though they have received a refusal at the end of the forty (40) day period specified in this subsection.
- (6) A Development Authority may suspend or revoke a development permit in writing to the applicant at any time:
- (a) Where the permit was issued on the basis of incorrect information, fraud, non-disclosure, or misrepresentation on the part of the applicant; or
 - (b) Where the permit was issued in error.
- (7) Temporary Developments where a development permit application in a land use district is for a temporary development, the Development Authority:
- (a) May consider and decide upon a development for a specific period of time, not exceeding one year;
 - (b) Shall impose a condition on such a permit that the Town is not liable for any costs involved in the cessation or removal of the development at the expiration of the time period stated in the permit; and
 - (c) May require the applicant to post acceptable security guaranteeing the cessation or removal of the development to the greater of 25% of the value of the structure or \$1,000.

4.4 VARIANCE AUTHORITY

- (1) Notwithstanding 4.3(3) the Development Authority may approve an application for a development permit for a development that is a Permitted or Discretionary Use, but that does not otherwise comply with the provisions of this Bylaw, if in the opinion of the Development Authority:
- (a) The proposed development would not unduly interfere with the amenities of the neighbourhood.
 - (b) The proposed development conforms with the use prescribed for that land or building in this Bylaw;
- (2) Notwithstanding 4.4(1) the Development Authority shall not grant a variance from the regulations prescribing height, if the height variance results in an increase in floor area, lot

coverage, floor area ratio (FAR), or density.

- (3) In addition to the considerations provided under 4.4(1), a variance may only be granted if, in the opinion of the Development Authority:
 - (a) The variance requested maintains the intent and purpose of the Municipal Development Plan;
 - (b) The variance requested maintains the intent and purpose of this Bylaw;
 - (c) The variance is desirable for the appropriate and orderly development or use of the land; and
 - (d) The variance, in the opinion of the Development Authority, is truly minor in nature.
- (4) All requests for a variance shall be accompanied by a letter from the applicant clearly stating the reasons for the variance, outlining the applicable criteria identified in 4.4(3), and the nature of the hardship incurred if the variance is not granted.
- (5) If a variance is granted pursuant to this Section, the Development Authority shall specify its nature in the Development Permit approval.
- (6) The maximum variance that may be granted by the Development Authority is 10%, provided it complies with 4.4.1 and 4.4.3 of this Bylaw.
- (7) Any building and/or structure, built prior to January 1, 2025, may have the minimum side setback and minimum rear setback requirements varied by a maximum of 40% at the sole discretion of the Development Authority. The Development Authority is not bound by the maximum variance in Section 4.4(6). In accordance with Section 4.5, a variance application shall be required, and the applicant must demonstrate that the structure was built prior to January 1, 2025, in a manner deemed satisfactory to the Development Authority.

4.5 DEVELOPMENT PERMITS AND NOTICES

- (1) Except for those permits described in Section 4.5(3) hereof, a permit granted pursuant to this Part does not come into effect until twenty-one (21) days after the date a decision or development permit is publicized as described in 4.5(4). Any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant.
- (2) Where an appeal is made pursuant to Part 4 of this Bylaw, a development permit which has been granted shall not come into effect until the appeal has been determined and the permit has been confirmed, modified or nullified thereby.

- (3) When a permit has been issued for the development of a permitted use, and no provisions of this Bylaw have been relaxed or varied, or when Council makes a decision on a development permit application within the DC District, no notification shall be given of the decision except to the applicant.
- (4) When a permit other than a permit described in Section 4.5(3) hereof has been issued, the Development Authority shall immediately:
 - (a) Post a notice of the decision conspicuously on the property for which the application has been made; and/or
 - (b) Mail a notice in writing to all adjacent landowners who, in the sole opinion of the Development Authority, may be affected; and/or
 - (c) Publish a notice of the decision on the Municipal website, stating the location of the property for which the application has been made and the use approved.
- (5) If the development authorized by a permit is not commenced within twelve (12) months from the date of the issue of the development permit, and completed within three (3) years of the date of issue, the permit is deemed to be void, unless an extension to this period is granted by the Development Authority.
- (6) A decision of the Development Authority on an application for a development permit shall be given in writing and a copy of it sent to the applicant.
- (7) When the Development Authority refuses an application for a development permit, the decision shall contain reasons for the refusal.

4.6 DEVELOPMENT AGREEMENTS

- (1) The Town may register a caveat pursuant to the provisions of the Land Titles Act and the Municipal Government Act in respect of an agreement under this Section against the Certificate of Title for the land that is the subject of the development, which said caveat shall be discharged when the agreement has been complied with.
- (2) The Town may require conditions consistent with section 4.1(1) or any other conditions as deemed appropriate, the applicant to enter into an agreement to construct or pay for the construction of public roadways or parking facilities, to install or pay for the installation of utilities and/or to pay an off-site levy imposed by bylaw. This may involve the applicant posting security with respect to the development and paying for construction, where the development requires a road or traffic infrastructure improvement specifically to accommodate the development. The applicant for a development permit may be required to provide dust control adjacent to existing residences located on roads impacted by the development. The Development Authority may require that commercial vehicular traffic be limited to certain roads when gaining access to and from a site.

PART 5 – SUBDIVISION REGULATIONS

5.1 SUBDIVISION REQUIREMENTS

- (1) Any instrument that has the effect or may have the effect of subdividing a title or parcel of land that requires registration at the Land Titles office shall require subdivision approval from the Town of Thorsby Subdivision Authority, unless otherwise exempt by the MGA.

5.2 SUBDIVISION APPLICATIONS

- (1) An applicant applying for subdivision shall provide the required material and information as requested by the Subdivision Authority or its designate. A completed application shall consist of:
- (a) An official application, on official Town of Thorsby application forms, clearly and legibly filled out with all the required information and signatures provided as requested on the form;
 - (b) The applicable fees paid;
 - (c) An up-to-date and current copy of the Certificate of Title pulled within thirty (30) days from Alberta Land Titles for the subject land;
 - (d) A clear and legible site plan, surveyors sketch or tentative plan of subdivision with dimensions to scale and in metric and a north arrow. The Subdivision Authority may require that it be prepared by a professional surveyor at their discretion.
 - (e) Information on all provincial abandoned gas wells in proximity of the proposed subdivision;
 - (f) Any such other information as may be requested by the Subdivision Authority depending on the unique site circumstances, including, but not limited to:
 - (i) Geotechnical and/or soil analysis reports;
 - (ii) Water reports;
 - (iii) Soil or slope stability analysis;
 - (iv) Drainage information;
 - (v) Contours and elevations of the land;
 - (vi) Engineering studies or reports;
 - (vii) Biophysical impact reports, biophysical overviews or wetland assessments;
 - (viii) Environmental impact assessments;
 - (ix) Utility and servicing information; and
 - (x) The preparation of a conceptual or area structure plan may be required from the applicant prior to a decision being made on a subdivision application for multiple-lot applications.
 - (g) Authorization from the landowner for the Subdivision Authority to access the subject lands for the purposes of conducting a site inspection in accordance with the *Municipal Government Act (MGA)* unless determined not to be needed by the Subdivision Authority.

- (2) In accordance with the MGA, the Subdivision Authority or those authorized to act on its behalf, shall provide notification to a subdivision applicant within the 20-day prescribed time period, on whether a submitted application is deemed complete, or if it is determined to be deficient, what information is required to be submitted by a specified time period, by sending notification in the following manner:
 - (a) For an application deemed complete, the applicant shall be notified in writing as part of the formal subdivision application circulation referral letter, or through electronic communication (email), or both.
 - (b) For an application determined to be incomplete, written notification shall be given to the applicant which may be in the form of a letter sent by regular mail to the applicant, or sent by electronic means, or both, or by any other method as may be agreed to between the applicant and Subdivision Authority.
 - (c) In respect of subsection 5.3 for a subdivision application determined to be incomplete, the applicant will be advised in writing as part of the Notice of Incompleteness what the outstanding or required information items that must be submitted by the time specified in the notice.
- (3) Notwithstanding Section 5.3(1), the applicant and Subdivision Authority may agree and sign a time extension agreement in writing in accordance with Section 653.1(3) of the MGA to extend the 20-day decision time period to determine whether the subdivision application and supporting information submitted is complete.
- (4) A determination made by the Subdivision Authority that an application is complete for processing does not preclude the ability for the Subdivision Authority to request other information or studies to be submitted by the applicant during the review and processing period, prior to a decision being rendered, or as condition of subdivision approval.

5.3 INCOMPLETE SUBDIVISION APPLICATIONS

- (1) The Subdivision Authority may refuse to accept and process a subdivision application where the information required under Section 5.2(1) and/or as described in a Notification of Incompleteness has not been submitted, is determined to be deficient, is still incomplete, or in the opinion of the Subdivision Authority the quality of the material supplied is inadequate to properly evaluate the application.
- (2) If the Subdivision Authority makes a determination that the application is refused due to incompleteness, the applicant shall be notified in writing with reasons in accordance with the MGA.
- (3) The notification provided for in subsection (b) shall include for the applicant the required information on the filing of an appeal and to which appeal board body the appeal lies, either the local appeal board or Land and Property Rights Tribunal (LPRT), in accordance with the parameters of the MGA.

5.4 SUBDIVISION APPLICATION NOTIFICATIONS & DECISIONS

- (1) On receipt of a complete application for subdivision approval, the Planning Advisor must refer a notice and copy of the application to:
 - (a) the Government departments, agencies, persons and other local authorities or agencies required by the subdivision and development regulations; and
 - (b) owners of land located adjacent and contiguous to the land that is the subject of the application.
- (2) The notice under subsection 5.4(1) must describe the nature of the application, the method of obtaining further information about the application and the manner in which and time within which written submissions may be made to the Subdivision Authority.
- (3) The Subdivision Authority must make a decision on an application for subdivision within:
 - (a) 21 days from the date of receipt of a completed application under subsection 5.2 (2)(a); or
 - (b) 60 days from the date of receipt of all other applications;

Unless a time extension has been agreed to by both parties that sets an alternate date for a decision to be made on the subdivision application.

- (4) If an applicant refuses to enter into a time extension agreement, the application may be deemed to be refused if no decision is made within the time prescribed, and the applicant may file an appeal with the appropriate Appeal Board (SDAB or LPRT) to render a decision.
- (5) A Subdivision Authority when considering an application under this Section, (a) must consider the written submissions of those persons and local authorities to whom an application for subdivision approval or notice of application was given in accordance with this Section but is not bound by the submissions unless required by the Subdivision and Development Regulations; and (b) is not required to hold a hearing.
- (6) A Notice of Decision with Reasons must be provided to the applicant, and those Government departments, agencies, and other relevant authorities originally notified.

5.5 CONDITIONS OF SUBDIVISION APPROVAL

- (1) The Subdivision Authority may impose conditions to ensure that the requirements of the MGA, the regulations, the statutory plans, and the bylaw are complied with.
- (2) The Subdivision Authority may impose a condition requiring the applicant to enter into a

Development Agreement with the Town for:

- (a) construction of a public roadway required to give access to the development;
 - (b) construction of a public pedestrian walkway;
 - (c) Landscaping improvements for the subject property;
 - (d) the installation of utilities necessary to serve the development;
 - (e) an off-site levy or redevelopment levy under the MGA; and
 - (f) to provide a financial security in a form acceptable to the Town to ensure the terms of the agreement are carried out.
- (3) The Development Agreement may, at the option of the Town, be registered in the Land Titles Office in the form of a caveat against the certificate of title for the land that is the subject of the development agreement.
- (4) A caveat registered on a subject parcel shall be discharged by the Town when the requirements, maintenance time periods and conditions of the agreement have been met.

PART 6 – DEVELOPMENT APPEAL PROCESS

6.1 APPEAL PROCEDURE

- (1) The Subdivision and Development Appeal Board, as established by Town Bylaw, shall hear and make a decision on an appeal, when it is within its authority, in accordance with *the Act* where a Development Authority:
 - (a) Refuses or fails to issue a development permit to a person within forty (40) days of receipt of the application, or
 - (b) Issues a development permit subject to conditions, or
 - (c) Issues an order under Part 6 of this Bylaw; and
 - (i) The person applying for the permit or affected by the order, or any other person affected by an order, decision or development permit of a Development Authority appeals to the Subdivision and Development Appeal Board.
- (2) Notwithstanding Subsection (1) above, no appeal lies in respect of the issuance of a development permit by the Council within a DC District, or for a permitted use unless the provisions of this Bylaw were relaxed, varied or misinterpreted.
- (3) An appeal shall be made by serving a written notice of appeal and submitted the applicable fee to the Secretary of the Subdivision and Development Appeal Board within fourteen (14) days after:
 - (a) The date the order, decision or permit issued by the Development Authority was publicized in accordance with this Bylaw; or
 - (b) The forty (40) day period referred to in Section 4.3(5) of this Bylaw has expired.

6.2 APPEAL HEARING FOR THOSE WITHIN THE AUTHORITY OF THE SDAB

- (1) Within thirty (30) days of receipt of a notice of appeal, the Subdivision and Development Appeal Board shall hold an appeal hearing respecting the appeal.
- (2) The Subdivision and Development Appeal Board shall give at least five (5) days' notice in writing of the appeal hearing to:
 - (a) The appellant;
 - (b) The Development Authority from whose order, decision or development permit the appeal is made;
 - (c) Those adjacent landowners who were notified under this Bylaw and any other person who, in the opinion of the Subdivision and Development Appeal Board, are affected by the order, decision or permit; and
 - (d) Such other persons as the Subdivision and Development Appeal Board specifies.

- (3) The Subdivision and Development Appeal Board shall make available for public inspection before the commencement of the appeal hearing all relevant documents and materials respecting the appeal including:
 - (a) The application for the development permit, its refusal and the appeal therefrom; or
 - (b) The order of the Development Authority, as the case may be.
- (4) At the appeal hearing referred to in subsection (1), the Subdivision and Development Appeal Board shall hear:
 - (a) The appellant or any other person acting on their behalf;
 - (b) The Development Authority from whose order, decision or development permit the appeal is made, or if a person is designated to act on behalf of the Development Authority, that person;
 - (c) Any other person who was served with notice of the hearing and who wishes to be heard or a person acting on their behalf; and
 - (d) Any other person who claims to be affected by the order, decision or permit and that the Subdivision and Development Appeal Board agrees to hear or a person acting on their behalf.

6.3 APPEAL DECISION

- (1) The Subdivision and Development Appeal Board shall give its decision in writing together with reasons for the decision within fifteen (15) days of the conclusion of the appeal hearing.
- (2) If the decision of the Development Authority to approve a development permit application is reversed by the Subdivision and Development Appeal Board, the development permit shall be null and void.
- (3) If the decision of the Development Authority to refuse a development permit application is reversed by the Subdivision and Development Appeal Board, the Development Authority shall forthwith issue the development permit in accordance with the decision of the Subdivision and Development Appeal Board.
- (4) If the decision of the Development Authority to approve a development permit is varied by the Development Appeal Board, the Development Authority shall forthwith issue the development permit in accordance with the decision of the Subdivision and Development Appeal Board.
- (5) A decision made under this part of the Bylaw is final and binding on all parties and all persons subject only to an appeal upon a question of jurisdiction or law pursuant to the Act. An application for leave to the Court of Appeal shall be made:
 - (a) to a judge of the Court of Appeal; and

- (b) within thirty (30) days after the issuance of the order, decision, permit or approval sought to be appealed.

6.4 LAND AND PROPERTY RIGHTS TRIBUNAL (LPRT)

- (1) In accordance with the *Municipal Government Act (MGA)*, all appeals that are required to be heard by the Land and Property Rights Tribunal (LPRT) shall be brought forward to this Tribunal as per the *Act*.

PART 7 – BYLAW AMENDMENT PROCESS

7.1 APPLICATION FOR AMENDMENT

- (1) Any person may apply to have this Bylaw amended by applying in writing, furnishing reasons in support of the application and paying the fee therefore required.
- (2) Council may at any time initiate an amendment to this Bylaw by directing the Development Authority to initiate an amendment.
- (3) All applications for amendment to the Land Use Bylaw shall be made to the Council and shall be accompanied by the following, namely:
 - (a) An application fee according to the governing fee schedule as amended from time to time by resolution of Council shall be submitted for each application, but if the proposed amendment is adopted by Council, Council may determine that the whole or part of the application fee may be returned to the applicant;
 - (b) A title search for the land affected or other documents satisfactory to the Development Authority indicating the applicant's interest in the said land;
 - (c) An overview as to how the land use amendment aligns with the policies of Thorsby's Municipal Development Plan (MDP);
 - (d) Information on proposed servicing;
 - (e) Drawings drawn to the satisfaction of the Development Authority, which shall be fully dimensioned, accurately figured, explicit and complete; and
 - (f) Any other information deemed necessary by the Development Authority.
- (4) Notwithstanding Subsection (3)(a) above, Council may waive payment of an application fee or any part thereof.
- (5) During deliberation on the Bylaw amendment application, Council may refer the application to such agencies as it considers necessary for comment.
- (6) Council may request such information as it deems necessary to reach a decision on the proposed amendment.

7.2 PUBLIC HEARING PROCESS

- (1) All amendments to this Bylaw shall be made by Council, by Bylaw, and in conformity with the requirements of the Act regarding the holding of a Public Hearing.

- (2) Prior to any Public Hearing, the Town shall give notice in accordance with the Act.
- (3) First reading of a proposed amendment is given before the Public Hearing, and Council may require that the applicant pay a fee for advertising according to the governing Land Use Bylaw advertising fee schedule as amended from time to time by resolution of Town.

PART 8 – ENFORCEMENT**8.1 CONTRAVENTION**

- (1) Where a Development Authority finds that a development or use of land or buildings is not in accordance with:

- (a) The Act or the regulations made thereunder, or
- (b) A development permit or subdivision approval, or
- (c) This Bylaw;

The Development Authority may, by notice in writing, order the owner, the person in possession of the land or buildings, or the person responsible for the contravention, or all or any of them to:

- (d) Stop the development or use of the land or buildings in whole or in part as directed by the notice, and/or
- (e) Demolish, remove or replace the development, and/or
- (f) Take such other measures as are specified in the notice;
 - (i) So that the development or use of the land or buildings is in accordance with the Act, the regulations made thereunder, a development permit, subdivision approval or this Bylaw, as the case may be.

- (2) Where a person fails or refuses to comply with an order directed to him under Subsection (1) above or an order of the Subdivision and Development Appeal Board within the time specified, the Development Authority may, in accordance with Section 542 of the Act, with the support of a Peace Officer, enter upon the land or building and take such action as is necessary to carry out the order. A person who contravenes or fails to comply with any provision of their development permit is guilty of an offence and is liable upon summary conviction of a fine.

- (3) Where the Development Authority carries out an order, the Council shall cause the costs and expenses incurred in carrying out the order to be placed on the tax roll as an additional tax against the property concerned, and that amount shall be collected in the same manner as taxes on land.

- (4) A person who contravenes or fails to comply with any provision of this Bylaw is guilty of an offence and is liable upon summary conviction to a fine not exceeding \$10,000.00 or to imprisonment for not more than one year, or to both fine and imprisonment, pursuant to Section 566 of the Act.

- (5) A Development Authority may suspend or revoke a development permit which has not been complied with, following notification, stating the reasons for such action.

- (6) In addition to the process and penalties described above, the Development Authority or any other person identified as a designated Peace Officer by the Council for the purposes of this Section, shall be authorized to inspect any development to confirm compliance, and if not in compliance to issue violation tickets in respect to any contravention of this Bylaw.
- (7) The Town may register a caveat under the Land Titles Act in respect of an order referred to in this Section against the Certificate of Title for the land that is the subject of an order.
- (8) If a caveat is registered under this Section of the Bylaw, the Town must discharge the caveat when the order has been complied with.
- (9) Violation Tickets:
 - (a) The Development Authority may direct a Peace Officer for the purposes of this Section, to issue a violation ticket to any person alleged to have breached any provision of this Bylaw.
 - (b) The violation ticket shall specify the alleged offence committed by the person to whom the violation ticket is issued and require voluntary payment, or the option of a court appearance on a date specified, and will be dealt with thereafter at the court's discretion.
 - (c) Persons contravening any provision of this Bylaw to whom violation tickets are issued shall be liable for a penalty of \$500.00 for a first offence and \$1000.00 for a second or subsequent offence within the same calendar year. Each day that a breach of the Bylaw has occurred may be considered to be a separate offence.
 - (d) Violation tickets shall be issued in accordance with the penalties specified in Appendix 1 of this Bylaw.
 - (e) The violation ticket shall be served upon the alleged offender personally, or if the defendant cannot be conveniently found, by leaving it for the defendant at the defendant's place of residence with a person on the premises who appears to be at least 18 years of age. If payment is made within the time limit, then such payment shall be accepted in lieu of prosecution for the offence.
 - (f) If a person who has been served with a violation ticket fails to pay the fine specified therein, then the right of the alleged offender to settle the alleged offence without a court appearance shall no longer apply and prosecution for the alleged offence shall proceed.

PART 9 – GENERAL REGULATIONS

9.1 ACCESSORY BUILDINGS AND USES

- (1) No person shall construct or utilize an accessory building except in compliance with this section.
- (2) All accessory buildings shall be located at least 2.0 m from any principal building.
- (3) An accessory building shall not be used as a dwelling unit..
- (4) An accessory building shall not be constructed within the required front yard setback area of any district.
- (5) Accessory buildings shall be constructed with exterior finish materials that compliment those of the principal building.
- (6) An accessory building shall not be located on an easement or utility right-of-way.
- (7) An accessory building shall not be developed or approved on a lot prior to the issuance of a development permit for the principal building or use on the lot.
- (8) Decks, balconies, sunrooms and the like shall not be constructed on top of an accessory building unless the setbacks of the accessory building comply with the allowable setbacks for the principal building in that district.
- (9) An accessory building, regardless of size, is required to meet the setback requirements for the District in which it is located.
- (10) Any building or use which is accessory to a lawful use in any land use designation is deemed to be permitted in all land use districts in Part 13.
- (11) Portable Storage Container(s) as an Accessory Building shall only be allowed in land use districts where they are listed as a permitted or discretionary use.

9.2 BARE LAND CONDOMINIUM

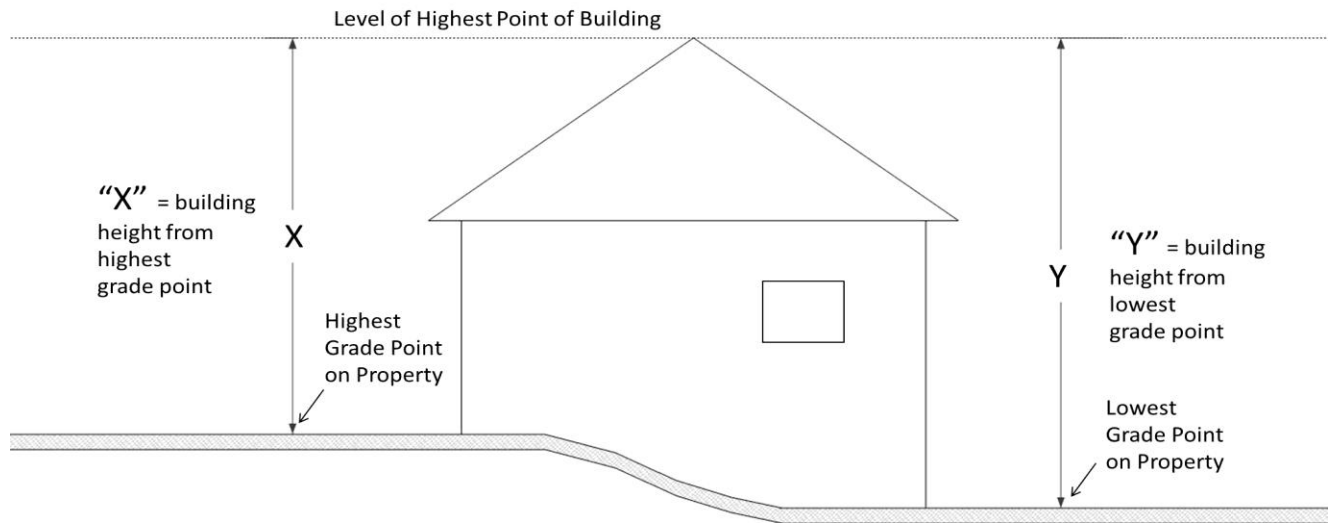
- (1) Bareland condominiums may be approved where the proposed development fully complies with the regulations of the district, pursuant to the regulations in this section.
- (2) Development of land within a bareland condominium shall be considered as if each condominium unit is an individual lot within a fee-simple subdivision.

- (3) Improvements required to service a bareland condominium shall conform to Town standards.
- (4) A bareland condominium shall ensure that all bareland condominium units are accessed by a public roadway, condominium common property, or a unit characterizing condominium common property.
- (5) The Condominium Association or registered landowner in a condominium development shall be responsible for ensuring all conditions of the approved Development Permit are completed to the satisfaction of the Town and remain unaltered. This Bylaw takes precedence over all condominium bylaws or architectural controls. The Town has no legal ability to enforce condominium association bylaws
- (6) Structures constructed on bare land condominium units shall comply with the general regulations of this bylaw.
- (7) For the purposes of this Bylaw, a bareland condominium plan is a plan of subdivision

9.3 BUILDING HEIGHT

- (1) If the height of a building is required to be measured or determined, it shall be measured by calculating the average vertical distance between the natural grade, or the average natural grade in the case of a sloping grade, and the highest point of the building as determined under Subsection (2). $\text{Sum of height} = X \text{ (being the highest point)} + Y \text{ (being the lowest point)} / 2 = \text{height average as showing in the illustration below.}$
- (2) In determining the highest points of a building, the following structures shall not be considered to be part of the building: an elevator housing; mechanical housing; roof stairway entrance; ventilations; a skylight; a steeple; a smokestack; a parapet wall, or a flagpole or similar device not structurally essential to the building.

FIGURE 9.3.1 – BUILDING HEIGHT CALCULATIONS



$$\text{Height Average} = (X+Y)/2$$

9.4 CORNER AND DOUBLE FRONTING PARCELS

- (1) In all districts, a site abutting onto two streets or more shall have a front yard setback on each street in accordance with the front yard regulations of this Bylaw.
- (2) In all cases, the location of building on corner sites shall be subject to approval of the Development Authority who may, at their discretion, relax the front yard setback requirements taking into account the location of existing adjacent buildings or the permitted setback on adjacent sites where a building does not exist.
- (3) On corner parcels contiguous to a highway the Alberta Infrastructure Highway “Minimum Site Triangle” Design Guidelines shall apply.

9.5 DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS AND STRUCTURES

- (2) The purpose of this Section is to provide the Town with controls and guidance to ensure that aesthetically attractive and compatible development is provided throughout the Town.
- (3) The quality of exterior treatment and design of all buildings and fences shall be to the satisfaction of the Development Authority for permitted uses and discretionary uses.

- (4) All developments shall be located in a manner which the main entrance faces onto the front road and maintains privacy of the neighbouring parcels.
- (5) In commercial districts garbage shall be stored in weatherproof containers screened from adjacent sites and public thoroughfares to the satisfaction of the Development Authority and shall be in a location easily accessible for pickup.
- (6) In commercial, multi-residential or institutional developments, the location of the garbage enclosures must be indicated on the site plan with appropriate access provided.
- (7) Pursuant to Subsection (2), the Development Authority shall consider, but not be limited to the following criteria when evaluating the design, character and appearance of development proposals in all Districts.
 - (a) General Guidelines:
 - (i) The design, character and appearance of all buildings must be compatible with any other buildings existing in the vicinity unless the building is setting a new standard of design and character for the land use district or a particular location of it;
 - (ii) The design of the building or development must be consistent with the purpose and intent of the land use district in which it is located;
 - (iii) The building shall comply with any provisions of a statutory plan or architectural control guidelines adopted by Council.
 - (b) Guidelines for Commercial and Industrial Development:
 - (i) The harsh contrasts of very large or massive buildings mixed with small buildings can be softened by using similar sizes and shapes of massing elements, like roof lines, exterior design and treatment;
 - (ii) Blank, unfinished walls give a very bland appearance to the streetscape. Particular attention should be given to reduce large vacant spaces between buildings which are left open to public view;
 - (iii) Rooftop mechanical equipment should be hidden from view from public streets and from adjacent buildings;
 - (iv) Utility installations and buildings should be located in such a manner so as to be compatible with adjacent buildings and development. This may be achieved by placing utility installations within buildings wherever possible, or development utility buildings which blend into the surrounding area;
 - (v) Natural features are an important part of the urban environment and should be given a high priority in developing a site. This may be achieved by preserving existing trees wherever possible;
 - (vi) Corner sites at the intersection of major streets should be given special consideration. Sight lines for drivers and more pedestrian space are features which should be incorporated into the design of buildings on corner lots;

- (vii) Buildings should provide weather protective overhangs at outdoor pedestrian areas and at building entrances. The overhangs can be achieved through the use of cantilevers, awnings and canopies;
 - (viii) Long buildings along the street front should include a public route through the building which can be accessed by pedestrians to parking areas or simply to reduce having to walk around the building;
 - (ix) Large pedestrian areas or parcels should be designed for safety and at a pedestrian scale. The combination of landscaping and pedestrian walkway connections from the parking area to the shopping areas can act as a windbreak, slow the traffic in the parking area, and soften the harsh visual impact of large asphalt areas;
 - (x) The site illumination of commercial and industrial sites should not shine into residential windows;
 - (xi) On-site parking, loading and shipping areas are less attractive elements of a streetscape and should be hidden from public roadways by buildings, screening and landscaping;
 - (xii) Outdoor storage and garbage collection areas are generally unsightly and undesirable elements from public roadways and should be screened or hidden behind buildings. Existing storage and garbage collection areas should be screened from roadways by using berms, walls and landscaping.
- (c) Guidelines for Residential Development:
- (i) Visual privacy of internal living space and areas should be maintained in new and existing developments. The use of berms, landscaping and the orientation of the dwellings and the living space windows can improve the visual privacy between developments;
 - (ii) Identical or similar housing styles, models, designs and colors should be discouraged. The same housing color, design or treatment should not be used for any more than three adjacent dwellings;
 - (iii) Corner lot houses should be generally lower lying houses as height and mass is emphasized beside a void such as a road.
 - (iv) Any accessory building built on a lot, such as a detached garage or garden shed should be of proportional mass, roof line and treatment as the principal building.
 - (v) Developments should be encouraged to possess good proportion in the front elevations through the use of such elements as dormers, bay windows, shutters, brickwork, roof lines and variations of window sizes.
- (d) Fabric Structures:
- (i) The Development Authority may only approve a Development Permit for a Fabric Covered Structure in situations where:
 - (1) The structure is an accessory building on the parcel and not placed in the front yard and,
 - (2) The structure is approved as a temporary structure, with a defined time period outlined in the conditions of the development permit, and

- (3) The structure meets all Alberta Building Code regulations, and it is setback a minimum of 3.0m (10 ft.) from all other structures on the subject parcel, and
- (4) It is maintained in good condition and the fabric is not frayed or damaged.
- (ii) There is a maximum of one fabric-covered structure allowed per parcel

9.6 DEVELOPMENTS ON OR NEAR SLOPES

- (1) Notwithstanding the yard requirements prescribed in the land use districts, no permanent buildings shall be permitted within 20.0 m of the top of the bank of any waterbody and no development shall be permitted within 20.0 m of the top (top of slope) or bottom (toe of slope) of an escarpment, bank or slope where the grade exceeds 15% (fifteen percent).
- (2) The Development Authority may require greater setback than is prescribed in Section 9.6(1).
- (3) Notwithstanding that a proposed development conforms in all respects with this Bylaw, including Sections 9.6(1) and 9.6(2), where the application is for development on lands that are or may be subject to subsidence, the Development Authority shall not issue a development permit unless the applicant can demonstrate that preventative engineering and construction measures can be instituted to make the parcel suitable for the proposed development.
- (4) Subject to Section 9.6(3), the Development Authority may, at their discretion, reduce the setback requirements established pursuant to Sections 9.6(1) and 9.6(2) if the applicant provides satisfactory proof of bank stability.

9.7 DEVELOPMENTS NEAR WATER

- (1) Notwithstanding 9.6(1), the Development Authority may require reports to be submitted by a professional surveyor to help determine the setback distance from water bodies. The setback may be reduced if supported by a report submitted by a professional engineer and all approvals obtained in accordance with the Environmental Protection and Enhancement Act (EPEA)

9.8 DRIVEWAY CURB CUTS

- (1) The nearest edge of a proposed curb cut to the nearest curbline of the street intersection shall not be less than 12.0 m.
- (2) No approach shall be constructed within 3.0 m of a community mailbox or hydrant, or 1.0 m of a light post or a utility pedestal.

- (3) The minimum distance between approaches serving the same property shall be 18.0 m measured along the applicable lot line(s).
- (4) An approach extending over a drainage ditch will require a development permit from the Town.
- (5) The maximum width of the curb cut shall not exceed 9.1 m in industrial districts and 6.0 m in all other districts, unless otherwise specified by the Development Authority for reasons of public safety or convenience.
- (6) Notwithstanding 3.1, a development permit shall not be issued without the driveway curb cut location and size being identified and approved by the Development Authority.

9.9 DWELLING UNITS ON A PARCEL

- (1) The number of dwelling units allowed on any single parcel shall be one, except where additional dwellings are:
 - (a) Contained in a building designed for, or divided into, two or more dwelling units and is located in a land use district which permits multiple units and as part of an approved development permit that clearly outlines the number of dwelling units proposed; or
 - (b) A housing, secondary suite that is approved in accordance with this Bylaw and a listed use in a district; or
 - (c) A building defined in the Condominium Property Act (Chapter C-22, R.S.A. 2000) and all regulations and amendments thereto and is the subject of an approved condominium plan registered under that Act.

9.10 EMERGENCY ACCESS TO BUILDINGS

- (1) Sites shall be so designed that, in the opinion of the Development Authority, appropriate access for fire fighting equipment is afforded to all buildings, moreover,
 - (a) In the case of industrial, commercial, multiple family, or public or quasi-public sites, the distance between the fire hydrant and any driveway or access point shall be a minimum of 3.0 m. In the case of single-detached dwelling sites, the distance between the fire hydrant and any driveway or access point shall be a minimum of 1.85m; and
 - (b) No person shall in any manner obstruct the fire access to any hydrant, valve or curb stop. No vehicle, building, structure, or vegetation higher than 0.5 m, shall be placed within 1.5 m from a hydrant.
- (2) On at least two sides, one of which shall be the longest side, of any building used as an apartment building and which exceeds two storeys in height, there shall be firm level areas accessible for fire fighting equipment for at least 75% (seventy five percent) of the length of

each of the two sides of the building. Such areas shall not be less than 4.25 m in width and not more than 3.0 m from the building, and no permanent structure or vehicular parking shall be permitted thereon.

- (3) A lane or lanes for the purpose of permitting the access of fire fighting equipment to all major access points of shopping centre buildings shall be provided, and no permanent structures or vehicular parking may be permitted thereon.

9.11 STRIPPING AND GRADING, EXCAVATION

- (1) For the purpose of this Section, stripping and grading/excavation shall mean excavation other than for construction or building purposed, including, but not limited to, sand and gravel mining, topsoil stripping, and construction of artificial bodies of water.
- (2) Stripping and grading or excavation activities is considered a discretionary use in all land use districts and shall require a development permit.
- (3) An applicant for a development permit for the excavation, stripping or grading of land, which is proposed without any other development on the same land, shall include with their application the following information:
 - (a) Location of the lot, including the municipal address if any, and legal description;
 - (b) The area of the lot on which the development is proposed;
 - (c) The type of excavation, stripping or grading proposed, showing the dimensions of the operation or the area of the land and depth to which the topsoil is to be removed;
 - (d) Location on the lot where the excavation, stripping or grading is to be made on the lot; and
 - (e) The condition in which the excavation, stripping or grading is to be left when the operation is complete or the use of the area from which the topsoil is removed.
 - (f) A description of the measures to be taken for the prevention or lessening of dust and other nuisances during and after the operation
- (4) Where, in the process of development, areas require levelling, filling, or grading, the topsoil shall be removed before work commences, stockpiled, coverage of 0.15 m shall be provided upon occupancy of the development, and the affected area shall be graded and landscaped to the satisfaction of the Development Authority.

9.12 EXISTING SUBSTANDARD LOTS

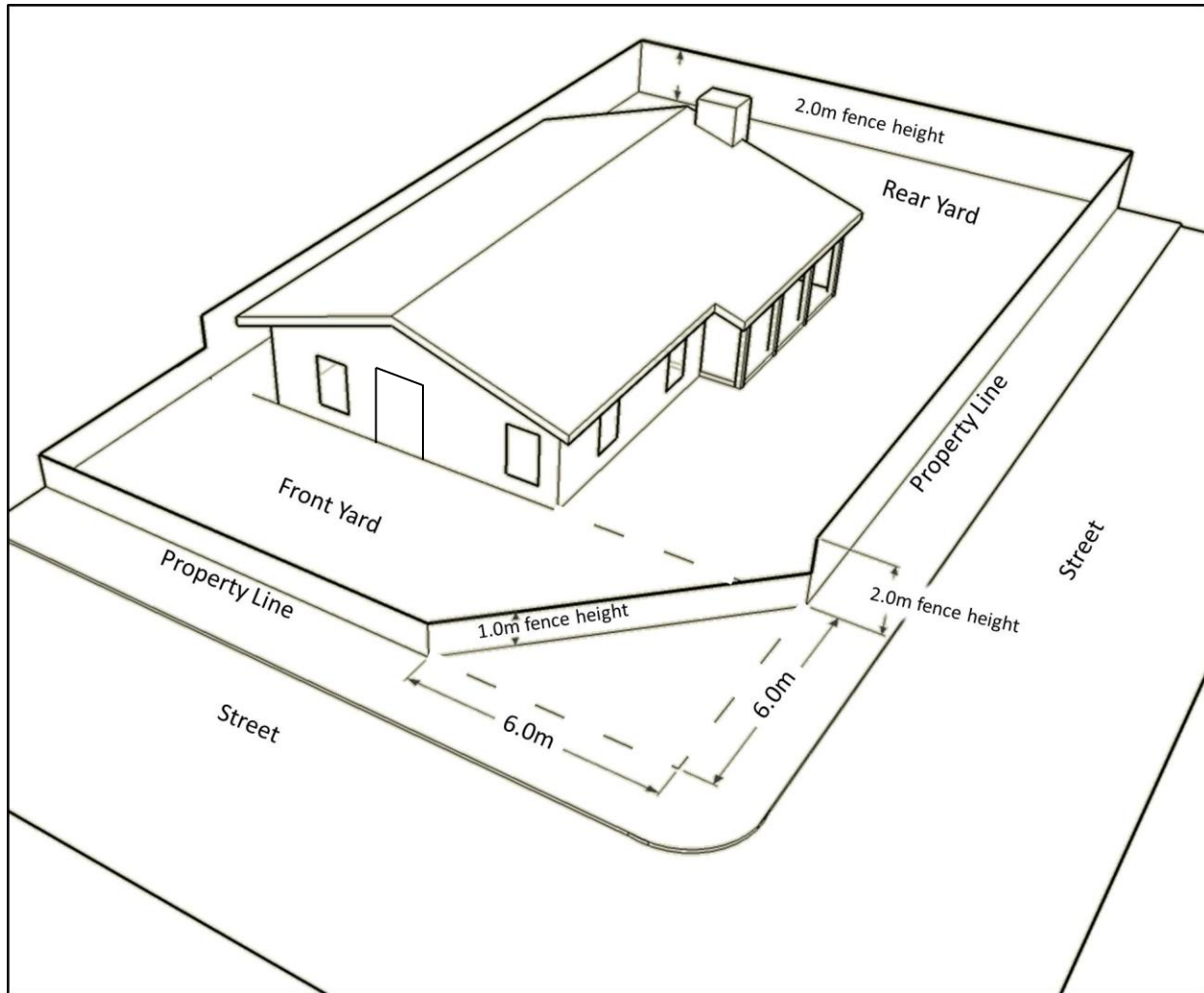
- (1) Development on existing substandard lots may be considered by the Development Authority who shall have due regard for compliance with the Safety Codes Act and its regulations prior to granting approval.

9.13 FENCES

- (1) In any district, except as herein provided,
 - (a) No fence shall be constructed that is located on public property;
 - (b) No fence shall be constructed that is:
 - (i) For internal lots, no higher than 2.0 m for that portion of the fence that does not extend beyond the foremost portion of the principal building on the site and 1.0 m for that portion of the fence that does extend beyond the foremost portion of the principal building on the lot;
 - (ii) For corner lots, no higher than 2.0 m for that portion of fence that does not extend beyond the foremost portion of the principal building abutting the front yard on the narrow frontage and 2.0 m on the property line on the front yard abutting a public road and lane if, in the opinion of the Development Authority, it will not prejudice the safety and amenities of the adjoining lots;
 - (iii) In the case of corner lots, no person shall construct a fence or other screening, including landscaping, more than 1.0 m high within the triangular area 6.0 m back from the intersecting front boundary lines of the lot, regardless of whether or not a corner cut-off has been taken; and
 - (iv) Where lots have both their front and rear yards facing onto a street, special approval of the Development Authority must be obtained prior to the erection of any fences on such properties. Size and specifications for fences in these areas must conform with the overall standard set for the area by the Town.
- (2) Apartments or row houses adjacent to a single detached residential dwelling shall provide a wooden fence, or other such screening approved by the Development Authority, of not more than 2.0 m in height along the side abutting the single detached dwelling;
- (3) In the case of commercial, public and quasi-public uses abutting a residential area, a solid fence shall be provided of at least 1.5 m in height and no higher than 2.0 m along the sides abutting the residential area;
- (4) Notwithstanding Subsection (1) above, the maximum height of a fence in an Industrial or Urban Holdings District shall be determined by the Development Authority. Where a fence has been permitted to be higher than 2.0 m in an Industrial or Urban Reserve District, no barbed wire fences shall be permitted below a height of 2.0 m. This requirement may be relaxed by the Development Authority at their discretion in an area where residences would not be in close proximity to the fence proposed;
- (5) No electrification of fences shall be permitted; and
- (6) No barbed wire fences shall be permitted in residential districts.

- (7) The quality of all fences shall compliment the external finish of the primary development on the parcel and meet the design standard of the neighbourhood. Fence design shall be to the satisfaction of the Development Authority.

FIGURE 9.13.1 – FENCE DIAGRAM



9.14 FLOODPLAIN DEVELOPMENT & ENVIRONMENTALLY SENSITIVE AREAS

- (1) Development Permit Applications where a portion of a parcel is in the 1:100 year floodplain, shall be accompanied by the following information requirements:
- (a) Elevation of the site as prepared by a surveyor or engineer;
 - (b) Proposed elevation of main floor of residential buildings as prepared by a professional surveyor or engineer ; and

- (c) A statement and/or analysis, which demonstrates the suitability of the development to the site as compared to other locations on the parcel.
- (2) An applicant for development in or near an area deemed to be environmentally significant by the Development Authority may be required to submit an environmental impact assessment or biophysical impact assessment as part of a development permit, subdivision or land use amendment application.
- (3) When considering development involving land in or near an environmentally significant area, the Development Authority may refer the application to federal and provincial departments and other relevant environmental agencies for comments prior to reaching a decision. The Development Authority may also consider municipal mapping that denotes environmentally significant areas within the Town.
- (4) A Development Permit issued for a Permitted or Discretionary Use within an environmentally significant area may include conditions for meeting specific environmental objectives determined by the Development Authority. Such conditions may include, but are not limited to, restrictions on site clearing and grading, additional setback requirements, retention of shelterbelts, fencing, siting and standards of buildings, emission controls, and buffering requirements.

9.15 INDUSTRIAL USES

- (1) Any proposed development that is within the industrial uses defined in this Bylaw, including the production, processing, cleaning, testing, repair, storage or distribution of any material, shall conform to the following standards:
 - (a) Obvious toxic and noxious materials or dust or ash shall not be released into the atmosphere at such a rate as to interfere with the use and enjoyment of property or to endanger the health or safety of the public.
 - (b) No industrial operation shall be carried out which would result in the direct projection of glare or heat onto adjacent properties.
 - (c) Waste products shall not be discharged into any sewer or private sewage disposal system if the nature of such waste products, or the manner of their discharge, would exceed the design standards for the sewer or sewage disposal system.
- (2) To evaluate the impact of hazardous materials risk, development proposals that have the potential to cause off-site impacts during the release of a hazardous material may be required to include a Hazardous Materials Impact Analysis (HMIA) at the discretion of the Development Authority.
- (3) This HMIA analysis shall provide basic information on the project (including site design and proposed hazardous materials use), describe likely incident scenarios, an overview mitigation actions designed to limit the potential for off-site impacts on adjacent land uses or environment and describe emergency response measures in the event of a spill. Based on the

information provided in the impact analysis, recommendations will be made by the Fire Authority to the relevant decision maker to protect against off-site impacts.

- (4) In the case of proposals for industrial development, the Development Officer or Subdivision Authority may consult with the Public Health Officer, Alberta Environment, Alberta Labour, or any other qualified department or agency prior to making a decision on a development permit or subdivision application.
- (5) Where a proposed industrial use will be located on a site adjacent to a non-industrial use or district, the Development Authority may require mitigation of potential Development impacts on the Adjacent lands, including:
 - (a) provision of noise attenuation walls;
 - (b) increased landscaping, including a landscaped buffer;
 - (c) Parapets or other screening of rooftop apparatus;
 - (d) relocation of parking areas, walkways, business entrances or other high activity areas away from residential property lines;
 - (e) screening or relocating on-site lighting to avoid spillage onto residential properties;
 - (f) restricting the location of outdoor speakers; and
 - (g) changing the proposed structure to mitigate noise, light or glare impacts.

9.16 LANDSCAPING

- (1) As a condition of the development permit, all landscaping and planting required must be carried out to the satisfaction of the Development Authority, and within one year of occupancy or commencement of operation of the proposed development. All plant material shall be hardy to the Town of Thorsby.
- (2) At the discretion of the Development Authority, a landscaping plan for a commercial, industrial, institutional or multi-residential development may be required to be completed by a Landscape Architect.
- (3) Landscaping and screening requirements may be applied to all commercial, industrial, institutional and multi-residential uses.
- (4) Garbage and waste material must be stored in weather and animal proof containers and screened from adjacent sites and public thoroughfares.
- (5) On corner parcels, setbacks for landscaping and fencing must be in accordance with Section 9.4.
- (6) Prior to issuing a development permit the Development Authority may require submission of a detailed landscape plan to a standard satisfactory to the Development Authority, outlining at a minimum the following:

- (a) The location of the trees and shrubs to be planted, including distance between trees and the anticipated full growth radius at maturity;
 - (b) The number of trees and shrubs to be planted; and
 - (c) The common name of the trees and shrubs to be planted.
- (7) In addition to the landscaping standards specified in each Land Use District the Development Authority may require the applicant of any development permit to:
 - (a) Retain any natural feature in its original state including, but not limited to, the following:
 - (i) Any water feature, including swamps, gullies and drainage courses;
 - (ii) Land with a natural gradient of 15% or greater;
 - (iii) Land subject to flooding by a 1:100 year flood;
 - (iv) Land located within a minimum distance as determined by the Development Authority from the top of bank of any river, stream, creek, lake or other body of water;
 - (v) Any land deemed unstable by the Development Authority.
 - (vi) Conserve trees, shrubs or any other natural vegetation to the maximum extent possible.
 - (vii) Retain topsoil on the site;
 - (viii) Enhance the site by adding topsoil, grass, rock, gravel, vegetation or other landscaping materials to complement the appearance of the site and the character of the neighbourhood; and
 - (ix) Restricting the amount and location of hard surfacing on the site.
- (8) Trees and Shrubs provided for landscaping shall meet the following minimum requirements:
 - (a) A minimum height of 1.8 m (6.0 ft.) for coniferous trees;
 - (b) A minimum height of 0.46 m (1.5 ft.) for coniferous shrubs;
 - (c) A minimum caliper width of 5.08 cm (2 in) at 0.46 m (1.5 ft.) above ground level for deciduous trees; and
 - (d) A minimum height of 0.61 m (2 ft.) for deciduous shrubs.
- (9) All landscaping requirements must be completed within one (1) year of completion of construction or the commencement of the use, whichever occurs first.
- (10) The owner of the property, or their assignees or successor(s), shall be responsible for the proper upkeep and maintenance of the required landscaping. If the required landscaping does not survive, the applicant/owner must replace it with a similar type of species and with a similar caliper, width and height or to the satisfaction of the Development Authority.
- (11) A minimum of 30% soft surfaced green landscaped and/or xeriscaping features (i.e. grass, shrubs and trees) shall be maintained in all residential front yards.

9.17 LIGHTING

- (1) Appropriate lighting of all developments shall be required to provide security and create a coordinated appearance and identity that does not unduly impact neighboring properties or cause potential adverse safety impacts;
- (2) Outdoor lighting shall be designed so that illumination:
 - (a) Serves a useful purpose and is limited to what is necessary for that use;
 - (b) Ensures that all parking spaces, entrances and circulation routes are well-lit;
 - (c) Uses energy efficient fixtures and bulbs where possible;
 - (d) Is not directed at an adjacent site or skyward;
 - (e) Does not adversely affect adjacent sites;
 - (f) Does not adversely affect traffic safety;
 - (g) Provides effective glare control and shielding; and
 - (h) Fixtures are mounted no higher than 4.0 m (13 ft.) above grade unless for the purpose of lighting an outdoor patio, deck or do not exceed the height of the roof.
- (3) Flickering and flashing lights are prohibited in all Districts, except for seasonal displays

9.18 LIMITED ACCESS TO MAJOR ROADS

- (1) No access for vehicles will be permitted from an arterial road as designated by the Municipal Development Plan, or Area Structure Plans to:
 - (a) Any residential site, unless the access serves three or more dwelling units; or
 - (b) Any site, unless turning space is provided on the site such that vehicles entering upon the site may turn before re-entering the street; or
 - (c) Any site where, in the opinion of the Development Authority, there would be an excessive number of access points approved by Alberta Transportation and Economic Corridors.
- (2) Access to Highways 778 shall be limited to arterial roads, collector and services roads, and where no service roads are provided, access shall be limited to those access points approved by Alberta Transportation and Economic Corridors.

9.19 ON-SITE AND OFF-SITE SERVICES AND IMPROVEMENTS

- (1) Where any on-site services or improvements, or any off-site local improvements are required to service a proposed development, a person shall not begin the excavation for the foundation nor commence the development until the Development Authority is satisfied that such services will be provided or improvements will be undertaken.

- (2) No development permit shall be issued for a development to be served by private sewer and water systems until the systems have been approved by the appropriate Municipal and/or Provincial authorities having jurisdiction.
- (3) A landowner may be required to enter into a Development Agreement and provide associated performance securities for a period of time outlined in the Development Agreement when private on-site services are proposed as a water or wastewater solution for a development at the discretion of the Development Authority.

9.20 PROJECTIONS OVER YARDS

- (1) The following encroachments into required front, side and rear yard setbacks in land use districts may be permitted for canopies, balconies, eaves, box-outs, chimneys, gutters, sills, steps/stairs, and, in addition, cantilevers may be permitted to encroach into the front and rear yards only:
 - (a) Front Yard: 2.0 m for balconies; and 1.0 m for cantilevers, eaves, gutters, landings, and window sills (see Figure 9.20.1).
 - (b) Rear Yard: 2.0 m for balconies; and 1.0 m for box-outs, cantilevers, eaves, gutters, landings, and window sills (see Figure 9.20.2).
 - (c) Side Yard (Interior): 1.0 m for balconies; and 0.6 m for box-outs, eaves, gutters, landings and window sills (see Figure 9.20.1).
 - (d) Side Yard (Exterior): 1.0 m for balconies; and 0.6 m for box-outs, cantilevers, eaves, gutters, landings and window sills (see Figure 9.20.2).
- (2) For multi-attached dwellings, balconies and decks may be extended to the lot line or common wall, provided that the common wall is extended for separation/privacy.
- (3) No projection will be permitted if, in the opinion of the Development Authority, it may interfere with a loading space, parking area, driveway, or other vehicle or pedestrian circulation or access.
- (4) No projection will be permitted into the side yard required for vehicular access to the rear yard, unless a minimum vertical height of 3.0 m from finished grade to the lowest point of the projection is maintained.
- (5) The projection length limitations are as follows:
 - (a) The individual projection maximum length shall not exceed 3.0 m; and
 - (b) The sum of all projections maximum length shall not exceed one-third (1/3) of the length of the building wall (not including the garage walls). This does not apply to front or rear yards.

FIGURE 9.20.1: PERMITTED PROJECTIONS – FRONT AND INTERIOR SIDE YARD SETBACKS

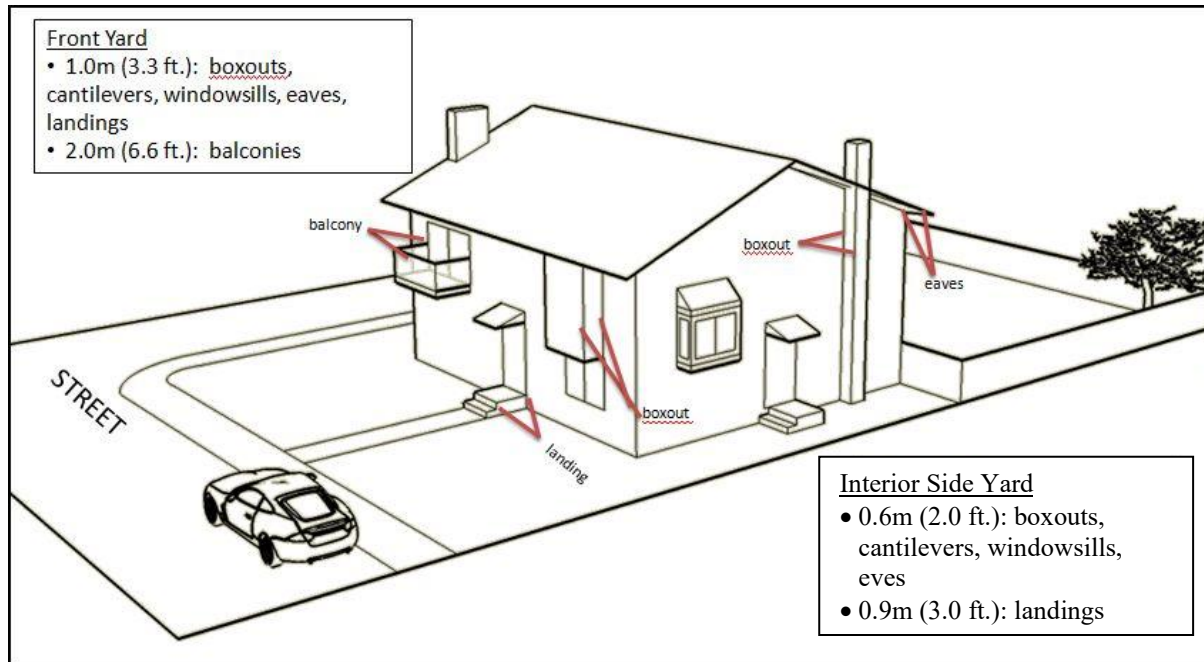
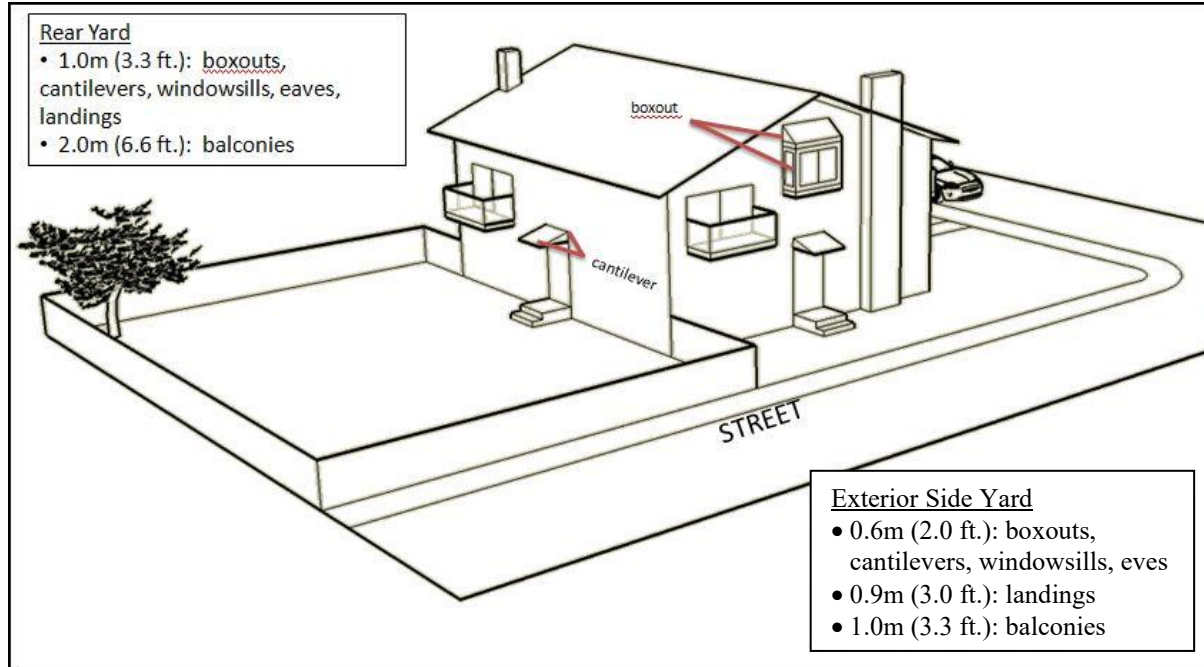


FIGURE 9.20.2: PERMITTED PROJECTIONS – REAR AND EXTERIOR SIDE YARD SETBACK



9.21 PUBLIC LANDS AND TOWN BOULEVARDS

- (1) There shall be no unauthorized encroachments onto municipal property, including parks and road rights-of-way. Where an encroachment exists without Town approval, the owner shall be required to remove the encroachment at their own expense, or seek permission from the Town CAO or Council for the encroachment to remain.
 - (a) There shall be no encroachments into Alberta Transportation and Economic Corridors Highway Right-Of-Ways without written approval from Alberta Transportation and Economic Corridors.
- (2) All developments on lands owned by the Town of Thorsby shall not require a development permit.
- (3) Notwithstanding Subsection (1) above, the owner(s) of a lot may develop the boulevard abutting their property by excavating, backfilling, levelling or consolidating to final grade, and seed or perform other works that may be necessary to develop a turf boulevard provided that all work shall be entirely at the owner's expense.
- (4) Any development, planting or other development not authorized by a development permit shall be done at the owner's risk, and any damage to municipal services caused by the growth, removal or maintenance of such development shall be the responsibility of the owner.
- (5) Every owner or occupant of land shall be responsible for maintaining any development allowed under this Section, and for controlling the weeds on boulevards owned by the Town abutting their property.

9.22 PUBLIC UTILITY BUILDINGS AND EASEMENTS

- (1) Notwithstanding other regulations in this Bylaw, a person erecting a public utility facility or placing utility equipment on a site shall cause it to be placed in a location and with yard setbacks which are satisfactory to the Development Authority.
- (2) Utility lots, utility buildings and publicly owned buildings may be permitted in any district except as specifically regulated elsewhere in this bylaw.
- (3) Subject to the conditions of a utility easement, no permanent structure other than a fence shall be constructed or placed on that utility easement unless:
 - (a) In the opinion of the Development Authority the said structure does not restrict access to the utility easement for the purpose of installation and maintenance of the utility; and
 - (b) Written consent has been obtained from the person whose use the easement has been granted.

9.23 RELOCATION OF BUILDINGS OR STRUCTURES

- (1) No person shall:
 - (a) Place on a lot a building which has previously been erected or placed on a different lot; or
 - (b) Alter the location on a lot of a building which has already been constructed on that lot,
 - (c) Unless the Development Authority approves the placement or alteration.
- (2) An approval shall not be granted under Subsection (1) above unless the Development Authority is satisfied that:
 - (a) The placement or location of the building would meet the requirements of the Bylaw; and
 - (b) The building and the lot meet the requirements of this Bylaw and the land use district in which it is proposed to be located.
- (3) Before considering any application for a Moved-in Building and in addition to the requirements of Section 9.23(1) and Section 9.23(2), the Development Official shall require a development permit application that includes:
 - (a) Recent colour photographs of all elevations including additions;
 - (b) A statement of the age, size, and structural condition of the building; and
 - (c) Documentation from a certified safety code officer that the building meets the requirements of the Safety Codes Act or, if it does not, how the building will be brought up to these requirements.
- (4) As a condition of issuing a development permit approval for a Moved-In Building, the Development Authority shall require a letter of undertaking (agreement) and the posting of security in the form of an irrevocable letter of credit or cash, in the amount of the total estimated costs to relocate the building, to be provided prior to the issuance of a building permit and the building being moved on site. This security will ensure that any required modifications to the design, construction, siting, finishing and cladding of the relocated building are completed.
- (5) The conditions shall be completed within one year of the issuance of the development permit, as determined by the Development Authority.
- (6) The security will be released once all the conditions have been completed by the applicant to the satisfaction of the Development Authority, and are met within the time frame as set out in the development permit.
- (7) Upon expiry of the Development Permit, if the required work has not been completed to Town's satisfaction, the Town may use the security to have the work completed and bring the building into compliance.

- (8) The applicant shall be advised not less than 30 days prior to the expiration time set out in the development permit, that action will be undertaken by the Town to use the security in completing the required renovations if they have not been completed by the expiration date. Only Council may direct Administration to delay action to complete the requirements of the permit.

9.24 RESIDENTIAL AND INDUSTRIAL USES ADJACENT

- (1) In considering subdivision or development permit applications for residential uses adjacent to existing industrial developments or industrial uses adjacent to existing residential developments, the Development Authority may impose conditions addressing:
- (a) Providing proper services and access to the site,
 - (b) Screening, aesthetics and landscaping,
 - (c) Control of signage,
 - (d) Noise control,
 - (e) A development agreement, with the need to provide security, and
 - (f) Any other issue deemed necessary by the Development Authority.

9.25 TEMPORARY STRUCTURES & PORTABLE STORAGE CONTAINERS

- (1) Temporary Structures include, but are not limited to:
- (a) Portable Storage Containers, including c-cans;
 - (b) Tent Garages.
- (2) Notwithstanding 9.25(1), a temporary structure may not be erected without permission of the Development Authority which may be granted as follows:
- (a) No such temporary structure shall be more than 3.0 metres in height or set back less than 1 metre from the side and rear property lines; and
 - (b) The owner enters into an agreement to remove such a structure in accordance with the terms and conditions stipulated by the Development Authority;
 - (c) There shall be no more than one temporary structure per site;
 - (d) A temporary structure must be placed in the rear yard only;
 - (e) In the case of a pre-manufactured temporary structure, the elevations shall be subject to approval of the Development Authority; and
 - (f) The structure is completed in accordance with the terms stipulated by the Development Authority, provided that the temporary structure development permit shall expire at the end of one year, unless renewed by the Development Authority upon application for a further term, and that such temporary structure must comply with this Bylaw.
- (3) If an owner fails to comply with the terms and conditions of a temporary structure development permit, the Development Authority may remove or cause to be removed such structure as the case may be, the costs of which shall be charged against the lands upon

which the temporary structure is situated and shall be payable by the owner to the Town on demand.

- (4) A temporary structure, including Portable Storage Containers shall not be used as a dwelling unless approved as a dwelling unit and in accordance with all Alberta Safety Code requirements.
- (5) Portable Storage Containers shall not be stacked.
- (6) Portable Storage Containers shall:
 - (a) Be located in the rear or side yard of a parcel;
 - (b) Be painted and maintained in good condition;
 - (c) Be in compliance with the Town's Community Standards Bylaw (2016-18) as amended; and,
 - (d) Be screened, if deemed necessary by the Development Authority with either fencing or landscaping.
- (7) Portable Storage Containers may be temporarily placed on a site in any district:
 - (a) during active construction on a site when the Portable Storage Container is solely for the storage of supplies and equipment that are used for the site, provided that a valid building permit has been issued for the construction. The Portable Storage Container must be removed from the site upon completion of construction; or,
 - (b) for the purposes of loading and unloading of items associated with the principal use for a period of not more than 16 days in any 6-month period.
- (8) When placed on a site temporarily pursuant to this section, the Portable Storage Container shall be located so as to not create a safety hazard, not be located within 1.2m of a property boundary and be located in the rear yard where possible.

9.26 OUTDOOR STORAGE

- (1) When any non-residential development includes outdoor storage, other than an Outdoor Storage development use:
- (2) The land must be screened from adjacent roads, and adjacent parcels at the discretion of the Development Officer;
- (3) The stored material shall not be piled higher than the height of the screening provided; and;
- (4) Required screening shall be either fencing, landscaping or a mix of both treatments to the satisfaction of the Development Officer.

9.27 SERVICING & INFRASTRUCTURE

- (1) The Development Authority must confirm there is adequate sewage collection, treatment and disposal, water supply treatment and distribution, stormwater collection and storage and road capacity necessary to serve a development. This may be determined through study requirements deemed appropriate by the Development Authority either prior to deeming an application complete, during the review process or as a condition of development permit approval.
- (2) A development shall not be permitted if the development is not served by the Town sewer and water system, or at the discretion of the Development Authority, a provincially approved private system
- (3) Where a proposed use may release contaminants or have potentially more adverse impacts on the Town sewer system, the Development Authority may require an applicant to submit plans and reports prepared by a professional engineer to evaluate the potential impact on the sewer system and propose mitigations.

9.28 VEHICULAR ACCESSES & DRIVE-THRU's

- (1) Unless shown on a site plan for an approved development permit, the installation of a driveway or vehicular entrances and exits requires a development permit.
- (2) Drive-thru's and vehicular oriented designs may only be allowed if the Development Authority is satisfied that such designs do not adversely affect the functioning of surrounding roads, traffic circulation or adjacent land uses.
- (3) Drive-thru's shall only be approved for restaurants under the Restaurant, Drive-thru use. For all other uses proposing a drive-thru, it must be clearly outlined as part of the development permit approval.

PART 10 – SPECIFIC USE REGULATIONS

10.1 ALCOHOL PRODUCTION

- (1) Alcohol Production shall not generate odour, dust, waste or delivery traffic in excess of that which is characteristic of the District in which it is located.
- (2) The developer or applicant may be requested to provide a water and wastewater use analysis to determine peak water demand and whether effluent discharged complies with municipal sewer regulations and wastewater treatment plant capabilities.
- (3) As submission of a complete development permit application, the Applicant shall provide all required provincial licenses and/or other authorizations.
- (4) There shall be no outdoor manufacturing activities, or unenclosed outdoor storage of material or equipment associated with the business.
- (5) Any public entrances, outdoor public spaces and outdoor private hospitality areas shall not be located next to an abutting residential use.

10.2 BED AND BREAKFAST ESTABLISHMENTS

- (1) All persons operating bed and breakfast facilities must provide evidence of compliance with municipal, provincial and/or federal regulations in regard to their operation.
- (2) A bed and breakfast is an accessory use to a main residential use.
- (3) A Development Authority may permit a Bed and Breakfast Accommodation use only if in the opinion of the Development Authority it will:
 - (a) Be restricted to the dwelling unit;
 - (b) Not change the principal character or external appearance of the dwelling involved; except where minimal exterior modification of the structure or grounds are compatible with the character of the area or neighborhood and pursuant to a Development Permit;
 - (c) Not create a nuisance by way of noise, parking or traffic generation;
 - (d) Not employ anyone but the residents of the dwelling;
 - (e) Be limited to one (1) identification sign no more than 0.3 m² in size and displayed from within the establishment;
 - (f) Not occupy more than three (3) bedrooms;
 - (g) Be limited to one meal provided on a daily basis to registered guests only; and
 - (h) One on-site parking stall shall be provided for each bedroom provided for compensation and shall meet the signage requirements of this Bylaw.

10.3 CANNABIS PRODUCTION AND DISTRIBUTION SYSTEMS

- (1) A development permit is required.
- (2) A cannabis production and distribution facility shall operate under applicable federal/provincial legislation and regulation. Annual proof of valid licensing and the activities as approved thereunder shall be provided to the Town.
- (3) Cannabis Production and distribution facilities shall meet the minimum separation distance of 300m from residential parcel, Alberta Health Services facility, school property or childcare site facility.
 - (a) The minimum separation distance shall be established by measuring the shortest distance between the property lines of a residential parcel and a cannabis production and distribution facility parcel.
- (4) All licensed processes and functions shall be fully enclosed within a standalone building(s).
- (5) No odour, smoke or air borne particles inherent to the nature of operations shall be determinable beyond the legal boundaries of the parcel.
- (6) An applicant shall demonstrate the ability to comply with municipal water allotments or prove a licensed source of water. Water modeling may be required.
- (7) Landscaping and screening shall be completed to the satisfaction of the Development Authority.
- (8) The Development Authority may impose the following conditions pertaining to a cannabis production and distribution system:
 - (a) setbacks from roads, residential uses, and other developments;
 - (b) delivery route requirements and location of access to the land; and
 - (c) provision of a waste management plan completed by an environmental engineering professional that includes detail on:
 - (i) the incineration of waste products and airborne emissions, including smell;
 - (ii) the quantity and characteristics of liquid and waste material discharged by the facility; and;
 - (iii) the method and location of collection and disposal of liquid and waste material.
- (9) Portable Storage Container(s) as an Accessory Building shall only be allowed in land use districts where they are listed as a permitted or discretionary use and after approval of any required development permit submissions have been approved by the development authority.

- (10) The exterior finish should match or compliment the exterior finish of the principal building or be screened from view to the satisfaction of the Development Authority.

10.4 CANNABIS RETAIL STORES

- (1) A development permit is required.
- (2) The location must be minimum of 75 m from any school, Health Care facility and playground structures; or as may be amended under federal or provincial legislation.
- (3) The separation distance shall be measured from the closest point of the subject site boundary to the closest point of another site boundary, and shall not be measured from the district boundaries or from the edge of the structures.
- (4) The location must be 75 m from a child care facility that is already in place at the time of the application. If future day care applies for a permit after the approval of the cannabis retail store, it will not affect the approved cannabis retail sales location.
- (5) The owner shall obtain any other approval, permit authorization, consent or license that may be required to ensure compliance with applicable federal, provincial or municipal legislation. Annual proof of valid permit authorization, consent or licensing and the activities as approved thereunder shall be provided to the Town.
- (6) The development may be subject to periodic inspections to ensure compliance with the Land Use Bylaw and the approved development permit and the bylaws of the Town of Thorsby
- (7) Setbacks from Cannabis Retail Stores and non-compatible uses shall be in compliance with all provincial regulations. It is the responsibility of the Applicant to ensure all appropriate setbacks from non-compatible uses are met with the development permit application.

10.5 CHILD CARE FACILITIES AND DAY HOMES

- (1) Child Care Facilities:
- (a) Shall follow the Child Care Licensing Regulations that may provide programming for the social, creative, educational and physical development of children;
 - (b) Shall have privacy screening or other buffering techniques designed to limit impact on other uses or the surrounding residential properties;
- (2) A Day Home
- (a) shall not be located in a dwelling unit containing another Home Business - major;
 - (b) Shall meet all provincial licensing requirements
 - (c) require privacy screening that prevents visual intrusion into any outdoor play areas; and

10.6 GAS BAR

- (1) Must not have a canopy that exceeds 5.0 m in height when measured from grade. Canopy area is not included as part of building coverage on a lot;
- (2) Must have fully recessed canopy lighting;
- (3) May have an outdoor display of products related to the use, provided they are within 4.5 m of the building entrance or on gas pump islands;
- (4) Must have a minimum setback of 6.0m (19.7 ft.) from gas pump islands to any property lines of the parcel containing a gas bar;

10.7 HOME BUSINESSES (MAJOR AND MINOR)

- (1) A Home Business shall be classified as either a Home Business – Minor or Home Business – Major based on the classification table below:

Home Business	Minor	Major
Development Permit Required	No	Yes
Site Plan Required	No	Yes
Signage Allowed	Maximum 0.56m ² (0.56 ft ²)	Maximum 0.56m ² (0.56ft ²)
Nuisance Impacts	No	No with exception of minor potential nuisance parking impacts
Landscaping / Screening Required	No	Depending on the home-occupation, potentially landscaping or screening may be required by the Development Authority
Non-resident employees	No	Maximum of one (1) non-resident employee and maximum of three (3) in the Urban Holdings district
Commercial Vehicles and/or	No	Maximum of one (1)

trailers		commercial vehicle in a residential district and two (2) in the Urban Holdings district
Customer Traffic Generation	Three (3) or less customer visits per day	Ten (10) or less customer visits per day
Outside Storage	No	No outside storage in a residential district Minimal outside storage in the Urban Holdings district in a rear or side yard that may require screening to the satisfaction of the Development Authority
Public Display of Products	Not permitted	Not permitted
Use of Accessory Building / Structure	Can be located in either primary dwelling OR accessory building/structure	Can be located in both primary dwelling and one (1) accessory building / structure

Note: The Purpose of Home-Based Businesses is to accommodate small, non-intrusive, low-risk, low intensity developments that can be integrated into and are compatible within residential areas. Uses that exceed the business standards of a Home-Based Business should be more appropriately located within an alternative and compatible land-use district in alignment with the Municipal Development Plan

- (2) Uses that are not considered Home Business – Minor or Major include, but are not limited to:
 - (a) Adult Entertainment Facilities;
 - (b) Auto Body and Paint Shop, Auto Detailing Facility, Automotive, Equipment and Vehicle Services, Automotive Services, and Automotive Specialty;
 - (c) Child Care Facilities;
 - (d) Escort Services; or
 - (e) Veterinary services.
- (3) The Development Authority has the discretion to refuse a Home Business - Major permit application if the proposed use would be better suited in a commercial or industrial district.

- (4) Home Businesses', whether Major or Minor shall operate as secondary and accessory to a primary residential dwelling use on a parcel and shall not change the external residential character or appearance of a site.
- (5) A maximum of one Home Business – Major is permitted per lot.
- (6) A maximum of two Home Businesses are permitted per lot. This means there is the opportunity for two minor home business or one major and one minor home business per lot.
- (7) Allowable hours of operation may be outlined by the Development Authority as a condition of development permit approval dependent on Home Business location, context, adjacent dwellings and the proposed type of home business.
- (8) A Home Business, whether Major or Minor should not negatively affect neighbouring residences with lighting, noise, vibration, smoke, dust, odour, or other nuisances.

10.8 HOUSING, SECONDARY SUITE

- (1) Housing, secondary suites are only permitted on lots containing a housing, single-detached.
- (2) A maximum of one housing, secondary suite per lot with a housing, single-detached are allowed.
- (3) For housing, secondary suites that are not located in the principal building, but in an accessory building, the windows should be located so that they do not significantly overlook into neighbors yards through strategic placement on the exterior.
- (4) When considering a development permit for a housing, secondary suite, the Development Authority shall exercise discretion having regard for:
 - (a) Compatibility of the suite with the siting, grade elevations, height, roof slope and building types and characteristics of surrounding residential development;
 - (b) The effects on the privacy of adjacent properties; and
 - (c) The cumulative impact of the application with other existing or approved housing, secondary suites within the neighbourhood.
- (5) Balconies off of a housing, secondary suite that is located in an accessory dwelling must face the lane or a flanking roadway.

10.9 KENNELS

- (1) An application for a development permit for a Kennel shall include, in addition to the application requirements in Subsection 4.1 Application for Development:
 - (a) a site plan indicating the size and location of all Kennel buildings and facilities (e.g. outdoor enclosures, pens, runs or exercise areas, waste (feces) management areas);
 - (b) a plan showing the distance between any buildings or facilities used for the Kennel operation to any residential uses within a 91.4 m (300.0 ft) radius; and proposed screening and noise attenuation measures.
- (2) All dog facilities, including any Accessory Buildings and exterior exercise areas, shall be located to the rear of the parcel;
- (3) An outdoor area for exercise and animal waste must be part of the site plan and located in the rear of the parcel;
- (4) Kennels shall be screened by both a visual and sound barrier, by fences and/or landscaping, from existing residential uses on adjacent parcels to the satisfaction of the Development Authority.

10.10 MANUFACTURED HOMES (HOUSING, MANUFACTURED)

- (1) Development Permits for housing, manufactured units shall have:
 - (a) Third party certification from an accredited inspection agency including the Canadian Standard Association (CSA), Intertek or Quality Auditing Institute (QAI).
 - (b) Alberta Municipal Affairs Label or CSA label
 - (c) Model number.
 - (d) Manufactured home unit serial number.
- (2) All accessory structures, such as patios, porches, additions and skirtings, shall be
 - (a) Factory-prefabricated units or the equivalent thereof, and so designed and erected as to harmonize with the manufactured home units,
 - (b) Considered as part of the main building, and
 - (c) Erected only after obtaining a Development Permit.
- (3) A manufactured home unit shall be skirted from the floor level to the ground level. The skirting shall compliment the external finish of the manufactured home unit.
- (4) The maximum permitted floor area of porches and additions shall be no more than 50% of the floor area of the manufactured home unit.

- (5) No accessory building or use, other than parking spaces, shall be located in the front yard of a manufactured home unit.
- (6) Furniture, domestic equipment, or seasonally used equipment shall be stored in adequate covered storage or screened area, either individually on the stall or lot or communally, which storage facility shall conform to the regulations passed under the Safety Codes Act.
- (7) The following regulations apply to all manufactured home units:
 - (a) The hitch, wheels and other running gear are to be removed from the manufactured home unit.
 - (b) All manufactured home units shall be placed on a foundation or base.
 - (c) The lot or stall is to be fully landscaped within one (1) year from the date of issuance of the development permit for the manufactured home unit.
 - (d) Any portion of a concrete block foundation above grade shall be parged unless otherwise finished with an approved material.

10.11 MEDICAL MARIHUANA FACILITY (MMF)

- (1) A development permit is required.
- (2) A medical marihuana production facility shall operate only under applicable Federal licensing. Proof of valid Federal licensing and the activities as approved thereunder shall be provided to the Town.
- (3) Medical Marihuana Facilities shall meet the minim separation distance of 300m from residential parcel, school site or daycare site.
 - (a) The minimum separation distance shall be established by measuring the shortest distance between the property lines of a residential parcel and a Medical Marihuana Facility parcel.
- (4) All licensed processes and functions shall be fully enclosed within a standalone building(s).
- (5) No odour, smoke or air borne particles inherent to the nature of operations shall be determinable beyond the legal boundaries of the parcel.
- (6) An applicant shall demonstrate the ability to comply with municipal water allotments or prove a licensed source of water. Water modeling may be required.
- (7) Landscaping and screening shall be completed to the satisfaction of the Development Authority.
- (8) The Development Authority may impose the following conditions pertaining to a medical marihuana facility:

- (a) setbacks from roads, residential uses, and other developments;
 - (b) delivery route requirements and location of access to the lands; and
 - (c) provision of a waste management plan, completed by an environmental engineering professional) that includes detail on:
 - (i) the incineration of waste products and airborne emissions, including smell;
 - (ii) the quantity and characteristics of liquid and waste material discharged by the facility; and
 - (iii) the method and location of collection and disposal of liquid and waste material.
- (9) The exterior finish should match or compliment the exterior finish of the principal building or be screened from view to the satisfaction of the Development Authority.

10.12 SOLAR COLLECTORS

- (1) A solar collector may be located on the roof or wall of a building or structure.
- (2) A solar collector mounted on a roof with a pitch of less than 4:12, may project:
 - (a) A maximum of 0.5 m from the surface of a roof, when the solar collector is located 5.0 m or less from a side lot line, measured directly due south from any point along the side lot line; and
 - (b) In all other cases, maximum of 1.3 m from the surface of a roof.
- (3) A solar collector mounted on a roof with a pitch of 4:12 or greater, may project a maximum of 1.3 m from the surface of a roof.
- (4) A solar collector mounted on a roof must not extend beyond the outermost edge of the roof.
- (5) A solar collector that is mounted on a wall:
 - (a) Must be located a minimum of 2.4 m above grade; and
 - (b) May project a maximum of:
 - (i) 1.5m from the surface of that wall, when the wall is facing a rear lot line; and
 - (ii) In all other cases, 0.6 m from the surface of that wall.
- (6) A solar collector mounted on a structure must meet yard setback and district height regulations.

10.13 SHOWHOMES

- (1) The construction of or use of a new, unoccupied dwelling unit for the purpose of a showhome for the sale or marketing of other dwelling units by a builder or developer within a subdivision or development may be approved as a temporary use in districts upon which it is listed as a use.

- (2) There should be a sign posted at the show home clearly identifying it as a showhome with the hours of operation, builder and relevant contact information.
- (3) The advertised hours that the showhome is open to the public shall not be earlier than 9:00 a.m. or later than 9:00 p.m.
- (4) The showhome shall not be open to the public for viewing until the road accessing the showhome is developed to municipal standards

10.14 TELECOMMUNICATIONS TOWERS

- (1) Under the Radiocommunication Act, Industry Canada has sole authority to approve and license the location of Telecommunication Towers. Prior to proceeding with the installation of a Telecommunication tower, applicants are required to submit to the Town proof that approval and a license has been obtained.
- (2) The Development Officer shall receive applications for the siting of Telecommunications Towers.
- (3) The Development Officer is the Development Authority for decisions related to Telecommunication Towers and has the authority to issue a statement of concurrence or non-concurrence as per the intent of this Bylaw with regards to siting and land use compatibility based on the following criteria:
 - (a) Siting of Telecommunication Towers:
 - (i) Explore opportunities to co-locate on an existing structure, modify or replace a structure if necessary;
 - (ii) Locate, analyze, and attempt to use any feasible infrastructure such as rooftops, water towers, utility poles or light standards.
 - (iii) The siting of new Telecommunication towers should only be considered if co-location is determined to be unfeasible.
 - (iv) New facilities should be built to a standard to accommodate multiple devices.
 - (v) Aircraft lighting on Telecommunication towers shall not illuminate downwards and impacts residential communities.
 - (vi) Whether or not the Telecommunication tower unduly interferes with the amenities of the areas which may include but shall not be limited to the natural environment; residential communities; and recreational opportunities
 - (b) Public consultation shall include a pre-consultation meeting with the Development Authority before the application to site the Telecommunication Tower is received to identify preliminary issues of concern and requirements for public consultation. The Town will determine if the public consultation is necessary for the proposed facility with regard to the following:

- (i) Public consultation is required for all Communication Towers that is proposed in or in close proximity to a residential area to provide an opportunity to address concerns and feedback from local communities regardless of height.
- (ii) The Town will request public consultation for all Communication Towers greater than 15.0 m in height for all adjacent landowners or dwellings or both within a distance of three (3) times the tower height.
- (iii) The Town may request a public consultation for facilities proposed to be located on top of buildings that would exceed 25% of the height of building.
- (iv) Telecommunication service provider is responsible for all the costs associated with organizing public notification, public consultation and any other public meetings.
- (v) Pre-consultation, public notification and public consultation processes should be in accordance with the procedures established by the Industry of Canada.
- (vi) The Town will request referrals to adjacent municipalities for all Communication Towers proposed within the Plan Areas defined by the Intermunicipal Development Plans of the Town pursuant to Section 631 of the Act, as amended or replaced.

10.15 USES PERMITTED IN ALL LAND USE DISTRICTS

- (1) The following Uses are permitted in all Land Use Designations:
 - (a) Public utility;
 - (b) Road;
 - (c) Highway; and
 - (d) Park.

10.16 WRECKING YARD (AUTO AND EQUIPMENT WRECKAGE SITE)

- (1) Wrecking Yards shall have a minimum area of 1.0 ha and a maximum area of 4.0 ha for storage, and must be completely fenced and screened by a type of fence approved by the Development Authority to a height of 2.4 m.
- (2) All vehicles within a Wrecking Yards shall be stored within the enclosure and maintenance of the site shall be in accordance with any standards deemed necessary by the Development Authority.

PART 11 – PARKING & LOADING FACILITIES

11.1 PARKING FACILITIES – GENERAL REGULATIONS

- (1) Parking stalls and loading spaces shall be clearly marked in the parking facility. Such marking shall be regularly maintained to ensure legibility to users and shall be to the satisfaction of the Development Authority.
- (2) All off-street parking facilities shall be so constructed that:
 - (a) Necessary curb cuts are located and flared to the satisfaction of the Development Authority;
 - (b) Every off-street parking space provided, and the access thereto, shall be hard-surfaced if the access is from a street or lane which is hard-surfaced;
 - (c) Parking facilities used at night shall have adequate lighting for the entire parking facility. Such lighting shall be directed away from adjacent residential properties and other properties where in the opinion of the Development Authority they would have adverse effects;
 - (d) Grades and drainage shall dispose of surface water. In no case shall grades be established that would permit surface drainage to cross any sidewalk or site boundary without the approval of the Development Authority or Municipal Planning Commission; and
 - (e) Parking for the physically handicapped shall be provided as provincial regulations require and shall be considered as part of the number of stalls required for the project.
- (3) Where a proposed development will, from time to time, require pick-up or delivery of commodities, adequate space for the loading and unloading of same shall be provided and maintained on the site to the satisfaction of the Development Authority or Municipal Planning Commission.
- (4) Pursuant to 11.1(3), the Development Authority shall consider the following criteria when reviewing off-street loading regulations:
 - (a) Off-street loading spaces shall have dimensions of not less than 4.0 m in width and 8.0 m in length;
 - (b) Have overhead clearance of not less than 5.3 m above grade;
 - (c) Have vehicular access to and exit from a street or lane either directly or by a clearly defined traffic aisle;
 - (d) Be sited at an elevation or elevations convenient to a major flood level in the building or to a utility elevator serving each major flood level;
 - (e) Be so graded and drained as to dispose of all surface water. In no case shall grades be established that would permit drainage to cross site boundaries or sidewalks without the approval of the Development Authority or Municipal Planning Commission;

- (f) Be paved or hard-surfaced where an off-street parking facility is required to be paved or hard-surfaced;
- (g) Have adequate lighting to the satisfaction of the Development Authority or Municipal Planning Commission; and
- (h) Be screened on each side adjoining or fronting on any property in a residential district by a wall, fence, earth berm or hedge of not less than 2.0 m in height, to the satisfaction of the Development Authority or Municipal Planning Commission.

11.2 PARKING AREAS

- (1) Unless otherwise approved by the Development Authority, each development shall provide on its site a parking area containing, at a minimum, the number of parking spaces as calculated in Table 11.2.1.

Table 11.2.1 – Parking Requirements

Use of a Building or Site	Minimum Number of Parking Spaces
Residential Uses	
Multi-family dwellings	1.5 per dwelling unit
Boarding houses	1 per bedroom
Housing, supportive	0.5 stalls per dwelling unit, or as required by the Development Authority
Housing, secondary suites	1 per bedroom
All other dwellings	2 per dwelling unit
Manufactured home parks	In addition to 2 per dwelling unit, 1 visitor parking space per 4 manufactured home units
Commercial and Industrial Uses	
Eating and drinking establishments Alcohol Production	1 per 35m ²
Eating and drinking establishments (take out)	1 per 13 m ² (140 ft ²) of gross leasable area plus 1 per 3 employees on maximum shift
Drive thru restaurants	2 per drive thru window
Other drive thru businesses	2 per drive thru window
Hotels and motels	1.5 per rentable unit
Bed and breakfast	1 per bedroom
Home Business – Major	1 in addition to the requirements for the residential use
All other commercial uses	1 per 28 m ² (301.4 ft ²) of gross leasable area
All industrial uses	1 per 46 m ² (495 ft ²) of gross leasable area

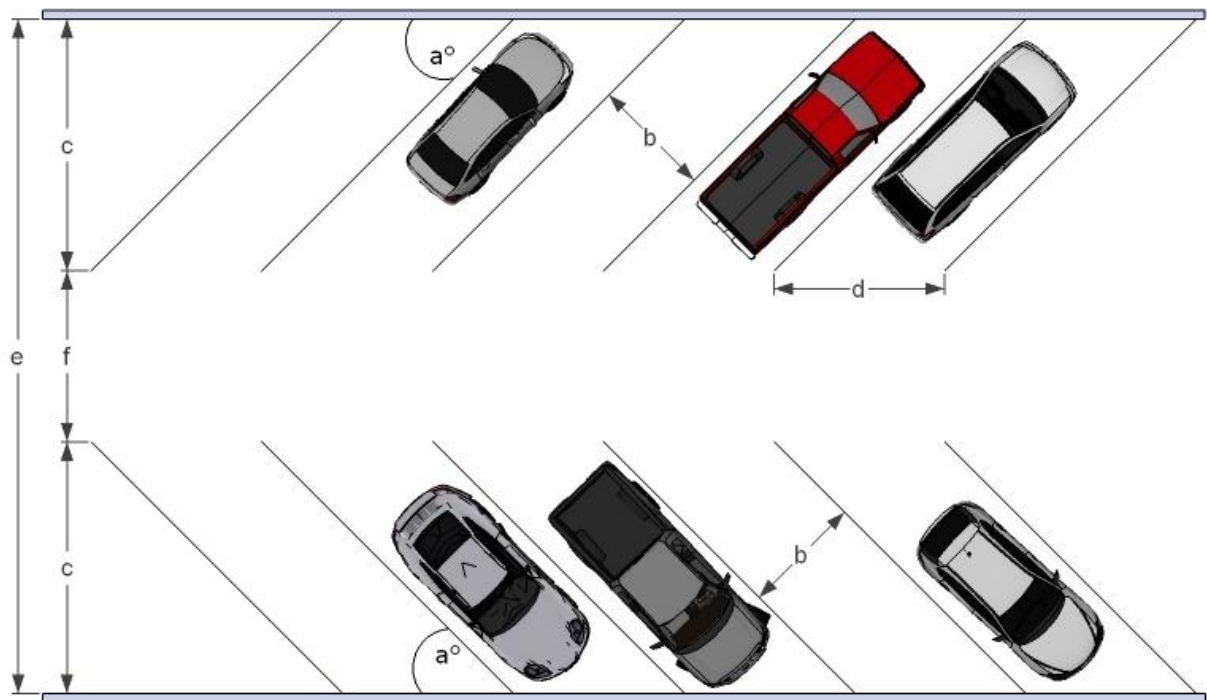
Institutional Uses	
Places of Public Assembly	1 per 5 seating spaces
Schools (elementary/junior high)	2 per classroom
High schools	3 per classroom
Commercial schools	1 per student
Hospitals and similar uses	2 per bed
Nursing homes	0.75 per bed

- (a) In the case of a use not specifically mentioned, the required number of on-site parking spaces shall be the same as for a similar use as determined by the Development Authority.
 - (b) Where a development contains more than one use as listed, the required number of parking spaces shall be the sum of the requirements for each of the uses listed.
 - (c) Where a fractional number of parking spaces are required, the next highest number of spaces shall be provided.
 - (d) If the Development Authority approves, one or more developments or uses may pool their minimum required parking spaces within one or more communal parking areas and may thereby collectively fulfil the requirements of this Bylaw.
- (2) At the discretion of the Development Authority, a developer may pay money to the Town in lieu of providing parking spaces. The amount of money will be determined by Council and be based on the amount of money needed to acquire land and to develop the required number of parking spaces on adjacent lands.
- (3) Surfacing and Drainage
- (a) All parking areas shall be clearly marked, landscaped and adequately lit with lighting away from adjacent sites, adequately graded and drained to dispose of all stormwater run-off, contain the necessary curb cuts, and surfaced in a manner to match the road or lane from which the parking area gains access.
 - (b) The approach or access to every off-street parking area shall be surfaced in the same manner as the adjoining road from which access is gained.
 - (c) Drainage shall only be allowed to cross sidewalks if approved by the Development Authority.
- (4) All parking areas shall conform to the requirements shown in Table 11.2.2 and Figure 11.2.1.

Table 11.2.2 – Required Parking Stall Dimensions

(a) Parking Angle (in degrees)	(b) Width of Space in m (ft)	Façade Stall Depth Perpendicular to Aisle	(d) Width of Space Parallel to Manoeuvring Aisle in m (ft)	façade Overall Depth in m (ft)	(f) Width of Manoeuvring Aisle in m (ft)
0	2.6 (9)	2.7 (9)	7.0 (23)	9.1 (30)	3.6 (12)
30	2.6 (9)	5.2 (17)	5.5 (18)	14.0 (46)	3.6 (12)
45	2.6 (9)	5.9 (19)	4.0 (13)	15.2 (50)	4.0 (13)
60	2.6 (9)	6.1 (20)	3.1 (10)	18.3 (60)	6.1 (20)
90	2.6 (9)	6.1 (20)	2.7 (9)	19.5 (64)	7.3 (24)

Figure 11.2.1 – Parking Guide to Correspond with Table



11.3 OFF-STREET LOADING AREAS

- (1) Where a proposed development will, in the opinion of the Development Authority, require pick-up or delivery of commodities, adequate space for the loading and unloading of same shall be provided and maintained on the site.
- (2) When required by the Development Authority, loading spaces shall:
 - (a) Have dimensions of not less than 3.5 m (11.5 ft.) in width, 7.5 m (24.6 ft.) in length, and 4.0 m (13.1 ft.) in height above grade;
 - (b) Have vehicular ingress to, and egress from, a road or lane either directly or by a clearly defined traffic aisle such that no backing or turning movements of vehicles going to or from the loading space shall cause interference with traffic in the abutting road or lane;
 - (c) Be sited at an elevation or elevations convenient to a major floor level in building or to a utility elevator serving each major floor level;
 - (d) Be so graded and drained as to dispose of all storm water runoff. Drainage shall only be allowed to cross sidewalks if approved by the Development Authority;
 - (e) Be surfaced in the same manner as the adjacent road or lane; and
 - (f) Be screened on each side adjoining any Residential District by a wall, fence, earth berm or hedge of not less than 1.5 m (4.9 ft.) and not more than 2.0 m (6.6 ft.) in height.
- (3) The number of loading spaces required to be provided in a development shall be as follows:
 - (a) For a retail, industrial, warehouse, or similar development,
 - (i) One (1) space for a development of less than 460 m² (4951.6 ft²) of gross leasable area, plus
 - (ii) One (1) space for the next 1840 m² (19,805.6 ft²) of gross leasable area or fraction thereof in a development, plus
 - (iii) One (1) additional space for each additional 2300 m² (24,757.0 ft²) of gross leasable area or fraction thereof in a development.
 - (b) For an office use, place of public assembly, convalescent home, institution, club or lodge, school or any similar use, one (1) space for a development of less than 2800 m² (30,139.9 ft²) of gross floor area, and one (1) additional space for each additional 2800 m² (30,139.9 ft²) of gross floor area or fraction thereof.
 - (c) For multi-family dwellings, one (1) space for each twenty (20) dwelling units or fraction thereof.
 - (d) Any other building or use shall provide loading spaces as required by the Development Authority.
 - (e) Where a fractional number of loading spaces are required, the next highest number of spaces shall be provided.

PART 12 – SIGNS

12.1 PURPOSE

- (1) The purpose of this Chapter is to regulate the development and display of signage within the Town of Thorsby. This Chapter provides signage development standards related to:
- (a) Location.
 - (b) Type.
 - (c) Quantity.
 - (d) Height.
 - (e) Size.

12.2 DEFINITIONS

- (1) For the purpose of this Part the following definitions shall apply, in addition to those contained in Section 2.2:
- (a) “A-Frame Sign” means a temporary, movable, self-supporting A-shaped sign consisting of two flat surfaces joined at the upper end and resting on the ground
 - (b) “Awning Sign” means a non-illuminated sign painted on the fabric surface supported by an exterior wall of a building
 - (c) “Billboard” means a structure, primarily self-supporting, which is used for the display of general advertising, the subject matter of which is not necessarily related to the use or ownership of the property on which the structure is located
 - (d) “Building Face” means the total area of the wall of a building
 - (e) “Copy” means the text, illustrations and symbols that make up the message on a sign
 - (f) “Freestanding Sign” means a sign on a standard or column permanently attached to the ground, and which is not connected in any way to any building or other structure
 - (g) “Identification Sign” any sign which is used to display the address, and name of a building or parcel of land
 - (h) “Illuminated Sign” means any sign illuminated either directly from a source of light incorporated in or connected with the sign, or indirectly from an artificial source
 - (i) “Portable Sign” means a sign, excluding A-board and temporary signs that can be carried or transported from one site to another
 - (j) “Projecting Sign” means a sign, which is attached to a building or structure so that part of the sign projects beyond the face of the building or structure
 - (k) “Real-Estate Sign” means any temporary sign which advertises for the sale, lease, or rent of a building or parcel of land
 - (l) “Roof Sign” means any sign placed on or over a roof

- (m) “Rotating Sign” means any sign or part of a sign which moves in a clockwise or counterclockwise motion
- (n) “Sign” means any word, letter, model, picture, symbol, device or representation used as, or which is in the nature of, wholly or in part, an advertisement, announcement or direction. Any structure, or portion thereof, which is used primarily to carry, hold, maintain, support or sustain a sign is construed as being part of the sign, and except as provided for in this Bylaw, is subject to all regulations governing signs.
- (o) “Sign Area” means the total surface area within the outer periphery of the said sign, and in the case of a sign comprised of individual letters or symbols, shall be calculated as the area of a rectangle enclosing the letters or symbols. Frames and structural members not bearing advertising matter shall not be included in computation of surface area.
- (p) “Sign Height” means the vertical distance measured from natural grade at the base of the sign to the highest point of such sign.
- (q) “Temporary Sign” means a sign or banner that is not permanently installed or affixed, advertising a product, activity or event on a limited time basis and does not include a portable sign.
- (r) “Third Party Sign” typically associated with a “Billboard Sign” means a sign, which directs attention to a business, commodity, service, or entertainment conducted, sold or offered at a location other than the premise on which the sign is located
- (s) “Vehicle Sign” means a sign mounted, posted or otherwise adhered on or to a motor vehicle, including but not limited to trailers, wagons, tractors, and recreational vehicles
- (t) “Wall Sign” means a sign placed flat and parallel to the face of the building so that no part projects more than one foot from the building
- (u) “Window Sign” means a sign which is painted on or affixed to a window and faces towards an adjacent sidewalk or roadway

12.3 SIGNS

- (1) Sign Permit Required:
 - (a) Except as stated in Section 12.3(2), no sign shall be erected or altered on land or affixed to any exterior surface of a building or structure unless a sign permit for this purpose has been issued by the Development Authority
 - (b) Unless otherwise specified in this Bylaw a permit is required for the following signs:
 - (i) Free standing sign
 - (ii) Wall sign
 - (iii) Canopy sign
 - (iv) Rotating sign
 - (v) Projecting sign
 - (vi) Roof sign
 - (vii) Billboard sign

(viii) Portable sign

(2) Sign Permit Not Required:

- (a) Unless otherwise specified in this Bylaw no sign permit is required for the following signs:
 - (i) Signs posted or displayed within the interior space of a building
 - (ii) Signs posted or displayed in or on an operating motor vehicle if the vehicle is not temporarily or permanently parked solely for the purpose of displaying the sign
 - (iii) A statutory or official notice of a function of the Town
 - (iv) Signs posted by a municipal, provincial, or federal government agency
 - (v) Traffic and directional signs authorized by the Town and/or Alberta Provincial Authorities
 - (vi) The erection of campaign signs for federal, provincial, municipal, or school board elections on private properties for no more than thirty (30) days, or such other time as regulated under provincial or federal legislation provided that
 - (1) Such signs are removed within ten (10) days of the election date
 - (2) The consent of the property owner or occupant is obtained
 - (3) Such signs do not obstruct or impair vision or traffic
 - (4) Such signs are not attached to utility poles
 - (5) Such signs indicate the name and address of the sponsor and the person responsible for removal
 - (vii) A non-illuminated sign that is posted or exhibited solely for the identification of the address or name of the land or building on which it is displayed including signs identifying the occupants, if the sign:
 - (1) Does not exceed 1.0 m² in area, and
 - (2) Is posted only at each entrance from which access from a public roadway to the building is provided
 - (3) Does not advertise for a home-based business or bed and breakfast establishment
 - (viii) A non-illuminated sign that is posted or exhibited for sale, lease or rentals of land or a building if the sign:
 - (1) Is 3.0 m² or less in area
 - (2) Is posted only on each side of the building or land facing a different public roadway
 - (ix) Window Sign
 - (x) Signs for a Home Business that comply with the signage requirements for Home Businesses outlined in this Bylaw:
 - (xi) An A-Frame sign:
 - (1) Provided it is advertising for goods or services which are located for sale or offered on the same lot or on a sidewalk adjacent to the same lot
 - (2) Does not obstruct vehicular or pedestrian traffic
 - (xii) A non-illuminated sign of a building contractor relating to construction work in progress on the land on which such signs are erected, provided that:

- (1) Such signs are removed within fourteen (14) days of occupancy, and
- (2) Such signs are limited in size to a maximum of 3.0 m², and in number to one sign for each boundary of the property under construction which fronts onto a public street.

12.4 SIGNS PERMIT SUBMISSION

- (1) An application for a Development Permit to structurally alter or erect a Sign that requires a Development Permit shall be made to the Development Authority and shall include the following:
 - (a) A letter of consent from the registered owner of the land or building upon which the sign will be located.
 - (b) A letter outlining the contact information of the owner of the Sign.
 - (c) The location of all existing and proposed Signs on the building façade or on a site plan of the parcel indicating the front and side property lines, setbacks and distances from existing buildings.
 - (d) Two copies of a rendering / illustration of the proposed Sign with dimensions and total Sign Area to scale and in metric measurements showing height of top and bottom of the Sign above average ground level and thickness of the Sign.
 - (e) Materials, finishes, colours, size of lettering and graphics.
 - (f) Mounting or installation details: the Development Authority may require that a structural drawing be prepared and sealed by a Professional Engineer.
 - (g) Mounting height or clearance to grade.
 - (h) The appropriate fee.

12.5 PROHIBITED LOCATION

- (1) No part of any sign, including any accessory components, shall be located on any roadway, boulevard, or sidewalk. Only 'A-Frame' type signs may be permitted on a sidewalk abutting a business but must first receive the written consent of the Development Authority.
- (2) No part of any sign, including any accessory components, shall be located on any land owned by the Development Authority without a council motion granting use of the land prior to the Development Authority issuing a Development Permit.

12.6 SIGN DEVELOPMENT STANDARDS

- (1) Unless provided elsewhere in this Bylaw, signs shall be erected in accordance with the standards specified in Table 12.6.1.

Table 12.6.1 – Sign Development Standards

Type of Sign	Land Use Designation and Development Standards											
	PS			R1, R2, R3, MHS			C1			C2, M		
	#	H	SA	#	H	SA	#	H	SA	#	H	SA
Freestanding Sign	1	4.0 m	10 m ²	1	1.5 m	1.5 m ²	1	10m	10 m ²	1	10 m	12 m ²
Wall Sign	1	N/A	30 m ²	1	N/A	1.0 m ²	1 ^	N/A	20 m ²	1 ^	N/A	24 m ²
A-Frame Sign	1 *	1.0 m	0.7 m ²	Not Permitted			1 *	1.0 m	0.7 m ²	1 *	1.0 m	0.7 m ²
Temporary Sign	1	4.0 m	9.0 m ²	Not Permitted			1	6.0 m	9.0 m ²	1	6.0 m	9.0 m ²
Canopy Sign	1 *	2.5 m**	1.5 m ²	Not Permitted			1 *	2.5 m**	1.5 m ²	1 *	2.5 m**	1.5 m ²
Rotating Sign	Not permitted			Not Permitted			1	10 m	10 m ²	1	12 m	15 m ²
Projecting Sign	Not permitted			Not Permitted			1	2.5 m**	1.5 m ²	1	2.5 m**	1.5 m ²
Roof Sign	Not Permitted			Not Permitted			1	7.5 m	10 m ²	1	10 m	15 m ²
Billboard Sign	Not Permitted			Not Permitted			1	10 m	10 m ²	1	9.5 m	12 m ²
Portable Sign	Not Permitted			Not Permitted			1	2.5 m	3.0m ²	1	2.5 m	3.0 m ²
Key # = Refers to the maximum Number of Signs permitted per lot H = Refers to the maximum Sign Height permitted SA = Refers to the maximum Sign Area permitted ^ = Refers to the maximum number of permitted signs per each side of a building facade * = Refers to the maximum number of permitted signs per business on a lot ** = Refers to the minimum vertical clearance from grade or, if applicable, a sidewalk to the bottom of the sign												

- (2) In addition to the standards specified in Table 12.6.1, the following regulations will also apply:
- (a) Awning/Canopy Sign
 - (i) No portion of the canopy/awning shall be closer than 600 mm to a vertical line drawn from the adjacent curb.
 - (b) Billboard Sign
 - (i) Where a billboard shares a lot with a building, no billboard shall be located in the front or side yard which runs parallel to an adjacent roadway.
 - (ii) Billboards shall be spaced at a distance of 90 metres from one another.
 - (iii) Where a portable sign is serving as a billboard it shall be spaced 45 metres from other portable or permanent signs serving as billboards.
 - (c) Freestanding Signs
 - (i) No freestanding sign shall be located within 10 m of the intersection of lanes/streets, or a street or lane.
 - (ii) For any lot located in the C2 or M designations, one Freestanding Sign shall be permitted for every 90 metres of frontage.
 - (iii) Illuminated Freestanding Signs shall be permitted only in C1, C2 and M designations.
 - (iv) Copy is permitted on both sides of Freestanding Signs, including signs angled up to 90 degrees, therefore allowing the Sign Area to be double the permitted Sign Area.
 - (v) Freestanding Signs shall not be located closer than 1.0 m to any front, rear, or side property line.
 - (vi) In accordance with Alberta Transportation and Economic Corridor's setback requirements where abutting a highway.
 - (d) Wall Signs
 - (i) Wall signs shall be restricted to the first storey of the building in the R1, R2, R3, MHP, MHS, RCE, PS zone designations.
 - (ii) Wall signs shall not project more than 0.4 m horizontally from the Building Face to which it is attached.
 - (iii) Illuminated Wall Signs shall be permitted only in C1, C2, and M designations.
 - (e) Portable Signs
 - (i) Copy is permitted on both sides of Projecting Signs, therefore allowing the Sign Area to be double the permitted Sign Area.
 - (ii) Maximum one (1) Portable Sign shall be displayed per lot.
 - (iii) Portable Signs shall not be located within a required off street parking space or a driveway.
 - (f) Projecting Signs
 - (i) Copy is permitted on both sides of Projecting Signs, therefore allowing the Sign Area to be double the permitted Sign Area.
 - (ii) The height of a Projecting Sign shall refer to the minimum vertical clearance from grade or, if applicable, a sidewalk, and shall be a minimum of 2.5m.
 - (g) Temporary Signs

- (i) Large Temporary Signs relating to the sale or renting of land, the sale of goods or livestock, the carrying out of building or similar work, or announcement of any local event must obtain a development permit and meet the following conditions:
 - (1) Maximum two (2) Temporary Signs not exceeding a total Sign Area of 9.0 m²;
 - (2) Copy is permitted on both sides of the Temporary Sign, including signs angled up to 90 degrees, therefore allowing Sign Area to be double the permitted Sign Area;
 - (3) The maximum Sign Height shall not exceed 6.0 m;
 - (4) The Temporary Sign shall be removed by the advertiser within fifteen (15) days of the completion of the event, sale, or works to which such signs relate.
- (h) Signage for a Bed and Breakfast
 - (i) Each Bed and Breakfast homestay shall provide one (1) on-site Freestanding Sign for the purpose of identification and shall be regulated in accordance with the following requirements:
 - (1) The sign shall be located within the front yard and must be visible from a public road;
 - (2) The sign be attached to either existing fencing or on independent posts to the satisfaction of the Development Authority;
 - (3) The sign shall be constructed using high density plywood or solid wood and shall be finished with high density reflective finish or equivalent, with dye cut lettering or silk screen lettering.

12.7 ADDITIONAL SIGN REGULATIONS

- (1) All signs requiring a sign permit shall follow the development permit process as specified under Section 4.1 of this Bylaw.
- (2) Council may require the removal of any sign, which in its opinion, has become unsightly, or is in such a state of disrepair as to constitute a hazard.
- (3) Quality, aesthetic character and finishing of sign construction shall be to the satisfaction of the Development Authority.
- (4) Where, in the opinion of the Development Authority, a proposed sign in a Commercial or Industrial District might be objectionable to a resident in any adjacent residential district, the Development Authority may impose such other regulations as they feel would protect the interests of residents.
- (5) Flashing, animated or interiorly illuminated signs shall not be permitted in any district where in the opinion of the Development Authority they might:
 - (a) Affect residents in adjacent housing, or residential districts;

- (b) Interfere with or obstruct a motor vehicle driver's vision or interpretation of oncoming traffic signs or traffic signal lights.
- (6) Notwithstanding Subsection (5), no person shall exhibit or place an illuminated sign that permits or provides for:
 - (a) A current interrupting or flashing device, unless there is a continuous source of concealed illumination on the translucent portions of the sign;
 - (b) A flashing beacon of a type that is the same or similar to those used by emergency vehicles;
 - (c) A flashing device, animator or revolving beacon within 50.0 m of the intersection of two or more public roadways;
 - (d) A device described in 12.7(5) that would be directly visible from any residential building within a distance of 50.0 m of the sign.
- (7) No person shall erect or place a sign so that it would be considered, in the opinion of the Development Authority, to be a traffic hazard or an obstruction to the vision of persons driving motor vehicles.
 - (a) Billboard signs and electronic signs which are visible from Highway 778, but located outside of the Highway Right-Of-Way, may be circulated to Alberta Transportation and Economic Corridors at the discretion of the Development Authority.
- (8) Notwithstanding section 12.7(7), the Development Authority may not approve any signs located within an Alberta Transportation and Economic Corridors Highway Right-Of-Way without written approval from Alberta Transportation and Economic Corridors.
- (9) The area around sign structures shall be kept clean and free of overgrown vegetation, and free from refuse material.
- (10) The Development Authority may at their discretion require an engineer-approved plan prior to the issuance of a sign permit to ensure the safety of a sign, awning or canopy design and placement.
- (11) Notwithstanding Section 4.1 of this Bylaw, the Development Authority may, with respect to an application for a sign permit,
 - (a) Grant a sign permit to an applicant subject to such conditions considered necessary to ensure this Bylaw is complied with;
 - (b) Refuse the application.
- (12) Offensive Signage
 - (a) No sign shall be erected which promotes intolerance, hatred or ridicule of any race, religion or other segment of society.

- (13) The number of signs, location of signs and size of signs may be varied to accommodate the placement of new signs on existing sign structures which were installed prior to January 1, 2025, at the sole discretion of the Development Authority. The Development Authority is not bound by the maximum variance in Section 4.5(6). In accordance with Section 4.5, a variance application shall be required, and the applicant must demonstrate that the original signs were installed prior to January 1, 2025, in a manner deemed satisfactory to the Development Authority.

PART 13 – DISTRICTS AND REGULATIONS

13.1 ESTABLISHMENT OF DISTRICTS AND DISTRICT REGULATIONS

- (1) Land use district and land use regulations shall be set forth in Part 13 and may be amended in the same manner as any other Part or Section of this Bylaw.

13.2 LAND USE DISTRICTS

- (1) The Town is hereby divided into the following districts:

Designation Name	Designation Acronym
Low Density Residential	R1
Medium Density Residential	R2
High Density Residential	R3
Manufactured Home Subdivision	MHS
Central Commercial	C1
Highway Commercial	C2
Industrial	M
Public Service	PS
Urban Holdings	UH
Direct Control	DC

13.3 LAND USE DISTRICT MAP

- (1) Land use districts specified under 13.2 are described in the short form on the LAND USE DISTRICT MAP which is an integral part of this Bylaw.
- (2) Throughout this Bylaw and amendments thereto, a District may be referred to either by its full name or its abbreviation.
- (3) The district regulations are delineated on the LAND USE DISTRICT MAP. Where uncertainty arises as to the precise location of the property of any district, the following rules shall apply:

- (a) Where a boundary is shown as following a street, lane, stream or canal, it shall be deemed to follow the centreline thereof.
- (b) Where a boundary is shown as approximately following a lot line, it shall be deemed to follow the lot line.
- (c) In circumstances not covered by Subsections (a) and (b) above the location of the district boundary shall be determined by:
 - (i) Where dimensions are set out on the Land Use District Map, by the dimensions so set, or
 - (ii) Where dimensions are set out on the Land Use District Map with respect to such boundary, by measurement of and use of the scale shown on the Land Use District Map.
- (4) Where the application of the above rules does not determine the exact location of the boundary of a district, the Council either on its motion or upon written application being made to it by a person requesting the determination of the exact location of the boundary shall fix the portion of the district boundary in doubt or dispute in a manner consistent with the regulations of this Bylaw and the degree of detail as to measurements and directions as the circumstances may require.
- (5) After Council has fixed a district boundary pursuant to the provisions of subsection (3), the portion of the boundary so fixed shall not be thereafter altered except by an amendment to this Bylaw.
- (6) The Council shall maintain a list of its decisions with respect to boundaries or portions thereof fixed by it.

13.4 LOW DENSITY RESIDENTIAL (R1)

(1) Purpose

The R1 – Low Density Residential designation is intended to accommodate the development of low-density residential development on moderately sized lots throughout the community.

(2) Permitted and Discretionary Uses

Table 13.4.1 outlines the permitted and discretionary uses contemplated in the R1 designation where approval is subject to the issuance of an authorized development permit.

Table 13.4.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Buildings • Day Home • Housing, secondary suite • Housing, single-detached • Home Business– Minor • Showhome • Park 	<ul style="list-style-type: none"> • Any permitted accessory building with a height exceeding 5 metres • Bed and breakfast • • Group home • Home Sales Center • Home Business – Major • Religious institution • Utility installations • Solar collectors

(3) Lot Area

The minimum lot area shall be in accordance with the following table:

Table 13.4.2

Use	Minimum Lot Area
Housing, single-detached	500 m ²
Other principle uses listed in Table 13.4.1	500 m ²

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 13.4.3

Use	Minimum Lot Frontage (m)
Housing, single-detached	15 metres
Other principle uses listed in Table 13.4.1	15 metres

(5) Lot Coverage

The maximum lot coverage of buildings (principle and accessory) shall be in accordance with the following table:

Table 13.4.4

Use	Maximum Lot coverage (%)
Housing, single-detached	50%
Other principle uses listed in Table 13.4.1	50%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 13.4.5

Use	Minimum Front Yard Setback (m)
Housing, single-detached	6 metres
Other principle uses listed in Table 13.4.1	6 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 13.4.6

Use	Minimum Rear Yard Setback (m)
Housing, single-detached	6 metres
Other principle uses listed in Table 13.4.1	6 metres
Accessory buildings	1.5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 13.4.7

Use	Minimum Side Yard Setback (m)
Housing, single-detached (side property line of a flanking street)	3.0 metres
Housing, single-detached (on one side of the lot where there is no road or lane access from the rear yard)	3.0 metres
Other principle uses listed in Table 13.4.1	1.5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 13.4.8

Use	Maximum Building Height (m)
Housing, single-detached	11 metres
Other principle uses listed in Table 13.4.1	5 metres

(10) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **9.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.5 MEDIUM DENSITY RESIDENTIAL (R2)

(1) Purpose

The R2 – Medium Density Residential designation is intended to provide opportunities for innovation in residential development. Through the provision of narrower lots, the development of low-density housing types will be provided at higher than conventional densities.

(2) Permitted and Discretionary Uses

Table 13.5.1 outlines the permitted and discretionary uses contemplated in the R2 designation where approval is subject to the issuance of an authorized development permit.

Table 13.5.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Buildings • Day Home • Housing, duplex • Housing, single-detached • Housing, secondary suite • Home Occupation – Minor • Park • Showhome 	<ul style="list-style-type: none"> • Any permitted accessory building with a height exceeding 5 metres • Bed and breakfast • • Group home • Home Sales Center • Home Business – Major • Religious institution • Utility installations • Solar Collectors

(3) Lot Area

The minimum lot area shall be in accordance with the following table:

Table 13.5.2

Use	Minimum Lot Area
Housing, duplex	250 m ² (per unit)
Housing, single detached (with adjacent rear lane)	250 m ²
Housing, single detached (without adjacent rear lane)	400 m ²
Other principle uses listed in Table 13.5.1	325 m ²

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 13.5.3

Use	Minimum and Maximum Lot Frontage (m)
Housing, duplex	Minimum 7.5 metres but maximum 10.5 metres
Housing, single detached (with adjacent rear lane)	Minimum/maximum of 7.5 metres
Housing, single detached (without adjacent rear lane)	Minimum/maximum of 10.5 metres
Other principle uses listed in Table 13.5.1	Minimum 7.5 metres but maximum 10.5 metres

(5) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 13.5.4

Use	Maximum Lot coverage (%)
Housing, duplex	55%
Housing, single detached (with adjacent rear lane)	55%
Housing, single detached (without adjacent rear lane)	55%
Other principle uses listed in Table 13.5.1	55%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 13.5.5

Use	Minimum Front Yard Setback (m)
Housing, duplex	6 metres
Housing, single detached (with adjacent rear lane)	6 metres
Housing, single detached (without adjacent	6 metres

rear lane)	
Other principle uses listed in Table 13.5.1	6 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 13.5.6

Use	Minimum Rear Yard Setback (m)
Housing, duplex	5 metres
Housing, single detached (with adjacent rear lane)	5 metres
Housing, single detached (without adjacent rear lane)	5 metres
Other principle uses listed in Table 13.5.1	5 metres
Accessory buildings	1.5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 13.5.7

Use	Minimum Side Yard Setback (m)
Housing, duplex	1.5 metres
Housing, single-detached (side property line of a flanking street)	3.0 metres
Housing, single-detached (on one side of the lot where there is no road or lane access from the rear yard)	3.0 metres
All principle uses (side property line of a flanking street)	3.0 metres
All other principle uses	1.5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 13.5.8

Use	Maximum Building Height (m)
Housing, duplex	11 metres
Housing, single detached (with adjacent rear lane)	11 metres
Housing, single detached (without adjacent rear lane)	11 metres
Other principle uses listed in Table 13.5.1	11 metres

(10) Design Regulations

- (a) Where a lot has access to an adjacent rear lane, no vehicular access to the lot shall be provided from the fronting public roadway.
- (b) Where there is an attached garage accessed via the fronting public roadway, the garage shall not extend more than 1.0 metre in front of the living space of the dwelling.
- (c) Where there is an attached garage accessed via the fronting public roadway, the width of the garage facing the fronting roadway shall not exceed 50 percent of the total front façade/elevation of a dwelling.

(11) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in 9.16.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.6 HIGH DENSITY RESIDENTIAL (R3)

(1) Purpose

The R3 - High Density Residential designation is intended to provide opportunities for the development of higher density residential. The intent is to encourage residential development at higher densities near key corridors.

(2) Permitted and Discretionary Uses

Table 13.6.1 outlines the permitted and discretionary uses contemplated in the R3 designation where approval is subject to the issuance of an authorized development permit.

Table 13.6.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Buildings • Housing, duplex • Housing, triplex • Housing, fourplex • Housing, row housing • Housing, secondary suite • Home Business – Minor • Public parks and recreation areas 	<ul style="list-style-type: none"> • Any permitted accessory building with a height exceeding 5 metres • Bed and breakfast • Group home • Home Sales Center • Housing, apartment (high rise) • Housing, apartment (low rise) • Housing, supportive • Religious institution • Utility installations • Solar Collectors • Sign

(3) Lot Area

The minimum lot area shall be as specified in the following table:

Table 13.6.2

Use	Minimum Lot Area (m2)
Housing, duplex	250 m ²
Housing, low rise/high rise apartment	500 m ²
Housing, triplex	500 m ²
Housing, fourplex	500 m ²
Housing, row	120 m ² (per unit)
Other principle uses listed in Table 13.6.1	500 m ²

(4) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 13.6.3

Use	Minimum Lot Frontage (m)
Housing, duplex	7.5 metres
Housing, low rise/high rise apartment	15 metres
Housing, triplex	15 metres
Housing, fourplex	15 metres
Housing, row	4 metres (per unit)
Other principle uses listed in Table 13.6.1	15 metres

(5) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 13.6.4

Use	Maximum Lot coverage (%)
Housing, duplex	50%
Housing, low rise/high rise apartment	50%
Housing, triplex	50%
Housing, fourplex	50%
Housing, row	50%
Other principle uses listed in Table 13.6.1	50%

(6) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 13.6.5

Use	Minimum Front Yard Setback (m)
Housing, duplex	6 metres
Housing, low rise/high rise apartment	6 metres
Housing, triplex	6 metres
Housing, fourplex	6 metres
Housing, row	6 metres
Other principle uses listed in Table 13.6.1	6 metres

(7) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 13.6.6

Use	Minimum Rear Yard Setback (m)
Housing, duplex	5 metres
Housing, low rise/high rise apartment	5 metres
Housing, triplex	5 metres
Housing, fourplex	5 metres
Housing, row	5 metres
Other principle uses listed in Table 13.6.1	5 metres

(8) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 13.6.7

Use	Minimum Side Yard Setback (m)
Housing, duplex	1.5 metres
Housing, low rise/high rise apartment	3 metres
Housing, triplex	1.5 metres
Housing, fourplex	1.5 metres
Housing, row	1.5 metres
All principle uses (side property line of a flanking street)	3.0 metres
All other principle uses	1.5 metres

(9) Height

The maximum building height shall be in accordance with the following table:

Table 13.6.8

Use	Maximum Building Height (m)
Housing, duplex	11 metres
Housing, low rise/high rise apartment	20 metres
Housing, triplex	11 metres
Housing, fourplex	11 metres
Housing, row	11 metres
Other principle uses listed in Table 13.6.1	11 metres

(10) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **9.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.7 MANUFACTURED HOME SUBDIVISION (MHS)

(1) Purpose

The MHS – Manufactured Home Subdivision designation is intended to provide for and regulate the development of land for the use of manufactured homes on separately titled parcels. This land use district also can be utilized for multi-lot, comprehensively planned manufactured home communities where lots are either sold or leased and the community utilizes communal amenity spaces.

(2) Permitted and Discretionary Uses

Table 13.7.1 outlines the permitted and discretionary uses contemplated in the MHS designation where approval is subject to the issuance of an authorized development permit.

Table 13.7.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Buildings • Housing, single-detached • Housing, manufactured home • Home Occupation – Minor • Public parks and recreation areas 	<ul style="list-style-type: none"> • Any permitted accessory building with a height exceeding 5 metres • Group homes • Home Occupation – Major • Utility installations • Uses accessory to the above • Solar Collectors

(3) Manufactured Home Subdivision

The following development standards apply to areas where individually titled parcels have been created.

(4) Site Area

The minimum lot area shall be as specified in the following table:

Table 13.7.2

Use	Minimum Site Area (m ²)
Housing, manufactured	250 m ²
All other principle uses	500 m ²

(5) Lot Frontage

The minimum lot frontage shall be in accordance with the following table:

Table 13.7.3

Use	Minimum Lot Frontage (m)
Housing, manufactured home	7.5 metres
All other principle uses	15 metres

(6) Lot Coverage

The maximum coverage of buildings (principle and accessory) on a lot shall be in accordance with the following table:

Table 13.7.4

Use	Maximum Lot coverage (%)
Housing, manufactured home	60%
All other principle uses	60%

(7) Front Yard Setback

The minimum front yard setback shall be in accordance with the following table:

Table 13.7.5

Use	Minimum Front Yard Setback (m)
Housing, manufactured home	3 metres
All other principle uses	3 metres

(8) Rear Yard Setback

The minimum rear yard setback shall be in accordance with the following table:

Table 13.7.6

Use	Minimum Rear Yard Setback (m)
Housing, manufactured home	3 metres
All other principle uses	5 metres

(9) Side Yard Setback

The minimum side yard setback shall be in accordance with the following table:

Table 13.7.7

Use	Minimum Side Yard Setback (m)
Housing, manufactured home	1.5 metres
Housing, manufactured home	4.5 metres between units
All principle uses (side property line of a flanking street)	3.0 metres
All other principle uses	1.5 metres

(10) Height

The maximum building height shall be in accordance with the following table:

Table 13.7.8

Use	Maximum Building Height (m)
Housing, manufactured home	5 metres
Housing, single- detached	11 metres
All other principle uses	11 metres

(11) Design Regulations

- (a) All additions shall be designed in a manner that complements the manufactured homes.
- (b) Ten percent of the gross area of a manufactured home park shall be developed for recreational use either in the form of indoor community building and/or outdoor recreational space.

(12) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **9.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.8 CENTRAL COMMERCIAL (C1)

(1) Purpose

The C1 – Central Commercial designation is intended to provide for a wide variety of commercial, institutional and residential uses within the town centre. The intent is to foster mixed-use development and encouraging vibrancy in a manner that facilitates pedestrian movement.

(2) Permitted and Discretionary Uses

Table 13.8.1 outlines the permitted and discretionary uses contemplated in the C1 designation where approval is subject to the issuance of an authorized development permit.

Table 13.8.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory buildings • Art gallery • Artisan Studio/Shop • Bakery • Club • Convenience store • Dry cleaning/laundromat services • Financial services • Funeral home • Grocery store • Hotel • Housing, mixed use • Office • Medical clinic • Motel • Personal services • Public administration • Religious institution • Restaurant • Retail • Sign • Theatre 	<ul style="list-style-type: none"> • Any permitted accessory building with a height exceeding 10 metres • Adult entertainment • Alcohol Production • Amusement arcade • Automotive sales and/or rental • Automotive supply store • Car/truck wash • Child Care Facility • Contracting services • Entertainment Venue • Farmer's Market • Gas bar • Gambling and gaming hall • Housing, apartment (low rise) • Housing, apartment (high rise) • Housing, supportive • Liquor store • Nightclub • Parking facility • Pawn shop • Portable Storage Container • Recycling depot • Repair shop • Restaurant – drive thru • Solar collectors

	<ul style="list-style-type: none"> • Utility installations
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(3) Development Standards

The Development Standards for all uses listed in Table 13.8.1 shall adhere to the standards listed in Table 13.8.2

Table 13.8.2

Development Standard	Site Standard
Minimum Lot Area (m ²)	250 m ²
Minimum lot width (m)	5 m
Minimum Lot Frontage (m)	6 m
Maximum Lot Coverage (%)	80%
Minimum Front Yard Setback (m) - adjacent to Railway	1.5m
Minimum Front Yard Setback (m) - all others	nil
Minimum Rear Yard Setback (m)	6 m
Minimum Side Yard Setback (m)	Nil
Maximum Height	15 m

(4) Design Regulations

- Buildings should be built to the property line to create a defined relationship with the public realm.
- A minimum of 60% of the ground floor of any building should be finished in clear glazing to allow for natural surveillance, and to create an engaging and vibrant public realm. Reflective or tinted glazing should be discouraged.
- The provision of canopies or awnings are encouraged to provide weather protection for pedestrians.
- No parking area shall be located within the front yard of any lot. Parking areas should be located within the rear yard, with vehicular access from an adjacent lane.
- The ground floor of any residential building should be utilized for commercial purposes.
- Additional design regulations may be required at the discretion of the Development Authority.

(5) Additional Regulations

- Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.

- (e) Landscaping in this designation shall be provided in accordance with the regulations in **9.16.**
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 12.**

13.9 HIGHWAY COMMERCIAL (C2)

(1) Purpose

The C2 – Highway Commercial designation is intended to accommodate the development of a wide array of commercial uses on lots adjacent to roadways that facilitate large volumes of automotive traffic.

(2) Permitted and Discretionary Uses

Table 13.9.1 outlines the permitted and discretionary uses contemplated in the C2 designation where approval is subject to the issuance of an authorized development permit.

Table 13.9.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Buildings • Auction mart • Automotive sales and/or rental • Automotive supply store • Bakery • Car/Truck wash • Club • Convenience store • Dry cleaning/laundromat services • Financial Services • Funeral home • Gas bar • Grocery store • Hotel • Housing, mixed-use • Office • Medical clinic • Motel • Personal Services • Public administration • Religious Institution • Restaurant • Restaurant, drive-thru • Retail • Sign 	<ul style="list-style-type: none"> • Any permitted accessory building with a height exceeding 10 metres • Adult entertainment • Amusement arcade • Automotive service and/or paint shop • Contracting services • Farmer's Market • Gambling and gaming hall • Gas bar, card lock • Industrial, Light • Liquor store • Nightclub • Pawn shop • Portable Storage Container • Recycling depot • Repair shop • Solar Collectors • Theatre • Trucking establishment • Utility installations • Warehouse

(3) Development Standards

The Development Standards for all uses identified in Table 13.9.1 shall adhere to the standards listed in Table 13.9.2.

Table 13.9.2

Development Standard	Site Standard
Minimum Lot Area (m ²)	1000 m ²
Minimum Lot Width (m)	15 m
Minimum Lot Frontage (m)	6 m
Maximum Lot Coverage (%)	65%
Minimum Front Yard Setback (m)	7.5 m
Minimum Rear Yard Setback (m)	6 m
Minimum Side Yard Setback (m)	2.5 m
Maximum Height	15 m

(4) Design Regulations

- (a) The façade of any principle building should be finished in brick, rock, stone, stucco, wood, glass, and/or precast concrete. Exterior finishes should require minimal maintenance but demonstrate high quality workmanship.
- (b) Additional design regulations may be required at the discretion of the Development Authority.

(5) Additional Regulations

- (a) No access to a lot shall be provided from Highway 778 without obtaining the approval of Alberta Transportation.
- (b) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (c) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (d) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (e) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (f) Landscaping in this designation shall be provided in accordance with the regulations in **9.16**.
- (g) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.10 INDUSTRIAL (M)**(1) Purpose**

The M – Industrial designation is intended to accommodate the development of a wide array of industrial uses which will not cause any objectionable or noxious conditions, be it noise, odour, dust, vibration or any other similar sensation, beyond the lot on which they are located.

(2) Permitted and Discretionary Uses

Table 13.10.1 outlines the permitted and discretionary uses contemplated in the M designation where approval is subject to the issuance of an authorized development permit.

Table 13.10.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Buildings • Agricultural sales and/or service • Auction mart • Automotive sales and/or rental • Automotive service and/or paint shop • Automotive supply store • Bakery • Car/Truck wash • Club • Convenience store • Contracting services • Dry cleaning/Laundromat services • Gas bar • Greenhouse • Industrial, Light • Manufacturing, processing, packaging or assembly of goods or materials • Mini storage • Public Administration • Repair shop • Sign • Trucking establishment • Warehouse • Veterinary clinic 	<ul style="list-style-type: none"> • Any permitted accessory building with a height exceeding 10 metres • Abattoir • Alcohol Production • Amusement arcade • Adult entertainment • Bulk fuel and/or fertilizer sales and storage • Data processing centre(s) • Gambling and gaming hall • Gas bar, card lock • Housing, mixed-use • Industrial, Medium • Industrial, Heavy • Kennel • Liquor store • Meat processing plant • Medical Marihuana Facility • Outdoor Storage Yard • Portable Storage Container • Recycling depot • Restaurant • Restaurant, drive-thru • Salvage yard • Solar Collectors

	<ul style="list-style-type: none"> • Wrecking yard
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(3) Development Standards

The Development Standards for all uses identified in Table 13.10.1 shall adhere to the standards listed in Table 13.0.2.

Table 13.10.2

Development Standard	Site Standard
Minimum Lot Area (m ²)	500 m ²
Minimum Lot Frontage (m)	15 m
Maximum Lot Coverage (%)	50%
Minimum Front Yard Setback (m)	7.5 m
Minimum Rear Yard Setback (m)	6 m
Minimum Side Yard Setback (m)	2.5 m
Maximum Height	15 m

(4) Design Regulations

- (a) No outdoor storage of goods, materials, or equipment shall be permitted within any portion of a front, side, or rear yard, which runs parallel to an adjacent roadway.
- (b) All loading facilities should be located and accessed from a side and/or rear yard.
- (c) The development authority may require a lot to be fenced or landscaped.
- (d) Additional design regulations may be required at the discretion of the Development Authority.

(5) Additional Regulations

- (a) No access to a lot shall be provided from Highway 778 without obtaining the approval of Alberta Transportation.
- (b) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (c) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (d) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (e) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (f) Landscaping in this designation shall be provided in accordance with the regulations in **9.16**.
- (g) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.11 PUBLIC SERVICE (PS)**(1) Purpose**

The PS – Public Services designation is intended to accommodate the development of uses which serve the public and which are of benefit to the community.

(2) Permitted and Discretionary Uses

Table 13.11.1 outlines the permitted and discretionary uses contemplated in the PS designation where approval is subject to the issuance of an authorized development permit.

Table 13.11.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Accessory Buildings • Cemetery • Community centre • Golf course • Hospital • Landfill • Library • Museum • Park • Public administration • Recreational facility • Religious institution • School • Tourism information centre • Utility installations 	<ul style="list-style-type: none"> • Campground • Child Care Facility • Entertainment Venue • Portable Storage Container • Retail • Restaurant • Sign • Solar collectors

(3) Development Standards

The Development Standards for all uses identified in Table 13.11.1 shall adhere to the standards listed in Table 13.11.2.

Table 13.11.2

Development Standards	Site Standard
Minimum Lot Area (m ²)	400 m ²
Minimum Lot Frontage (m)	15 m
Maximum Lot Coverage (%)	75%
Minimum Front Yard Setback (m)	7.5 m
Minimum Rear Yard Setback (m)	6 m
Minimum Side Yard Setback (m)	2.5 m
Maximum Height	15 m

(4) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **9.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.12 URBAN HOLDINGS (UH)

(1) Purpose

The UH – Urban Holdings designation is intended to retain land in an undeveloped manner for future urban expansion, while contemplating a limited number of interim uses, and allowing existing uses to remain until development proceeds. Urban Holdings land cannot be subdivided and/or redesignated until the registered owner has prepared an Area Structure Plan for the property to the satisfaction of Council.

(2) Permitted and Discretionary Uses

Table 13.12.1 outlines the permitted and discretionary uses contemplated in the UH designation where approval is subject to the issuance of an authorized development permit.

Table 13.12.1

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"> • Housing, single-detached • Accessory Buildings • Agriculture, excluding intensive livestock operations • Agriculture, excluding medical marihuana facility • Park • Public administration • Stormwater Management Facility • Utility installations 	<ul style="list-style-type: none"> • Agricultural processing – minor • Agri-tourism Business • Campground • Golf course • Kennel • Portable Storage Container • Sign • Solar collectors

(3) Development Standards

The Development Standards for all uses identified in Table 13.12.2 shall adhere to the standards listed in Table 13.12.2

Table 13.12.2

Development Standards	Site Standard
Minimum Lot Area (m ²)	400 m ²
Minimum Lot Frontage (m)	15 m
Maximum Lot Coverage (%)	75%
Minimum Front Yard Setback (m)	7.5 m
Minimum Rear Yard Setback (m)	6 m

Minimum Side Yard Setback (m)	2.5 m
Maximum Height	15 m

(4) Additional Regulations

- (a) Accessory uses in this designation shall be subject to the regulations as per **8.1**.
- (b) Temporary uses in this designation shall be subject to the regulations as per **9.25**.
- (c) Non-conforming uses in this designation shall be subject to the regulations in **3.3**.
- (d) Parking and loading facilities in this designation shall be provided in accordance with the regulations in **Part 11**.
- (e) Landscaping in this designation shall be provided in accordance with the regulations in **9.16**.
- (f) The construction of signs in this designation shall be in accordance with the regulations in **Part 12**.

13.13 DIRECT CONTROL (DC)**(1) Purpose**

The DC – Direct Control designation is intended to provide control over the use and development of land or buildings for which Council has determined that, because of unique land use characteristics, innovative ideas, or special environmental concerns, such development could not be effectively accommodated under any other land use designation in this Bylaw.

(2) Permitted and Discretionary Uses

- (a) All permitted and discretionary uses shall be as prescribed in the previously written Statutory Plan.
- (b) In the absence of an adopted Area Structure Plan or Area Redevelopment Plan, any use which, in the opinion of the Development Authority, is compatible with the character of existing surrounding uses and adjacent designated Land Use Districts may also be allowed.

(3) Development Standards

- (a) The Development Authority may require additional information to properly evaluate the proposed development in terms of its compliance with this Bylaw, and any applicable Statutory Plan.
- (b) All development shall comply with the lot sizes, building setback requirements and other development criteria as prescribed in any applicable Statutory Plan.

(4) Additional Regulations

- (a) All other development requirements shall be at the discretion of the Development Authority. In determining the appropriate requirements for a development in the DC District, the Development Authority shall have regard to any provisions in this Bylaw for similar uses or developments.
- (b) In the absence of an adopted Area Structure Plan or Area Redevelopment Plan, the regulations which will be applied to a development will be those which, in the opinion of the Development Authority, are compatible with the character of existing surrounding uses and adjacent designated Land Use Districts.

13.14 DIRECT CONTROL DISTRICT – 2024-01**(1) Location**

Proposed Lot 10 Block 1 within Lot 1A, Block 1 PLAN 0525407

(2) Purpose

To accommodate and allow for one residential unit, small-scale manufacturing and greenhouse to be located on one property adjacent to a rail line.

(3) Permitted Uses

- (a) Multi-use building containing small-scale Manufacturing and ground floor residential
- (b) Greenhouse
- (c) Accessory uses and buildings

(4) Discretionary Uses

- (a) As determined by Council or its delegate as being appropriate for the subject site and surrounding land uses.

(5) Development Standards and Setback Requirements

- (a) The development standards and setback requirements specified within the Highway Commercial (C2) District will be utilized, with the following exceptions:
 - (i) Setbacks
 - (1) As determined by Council or its delegate as being appropriate for the subject site and surrounding land uses.
 - (ii) Outdoor Storage
 - (2) Outdoor storage of materials shall not be permitted.
 - (iii) Signage
 - (3) As determined by Council or its delegate as being appropriate for the subject site and surrounding land uses
 - (iv) Maximum number of residential units
 - (4) 1 unit per parcel.
 - (v) Parking and Loading
 - (5) Sufficient space must be provided on site so that public roads are not used for Parking and Loading as determined by Council or its delegate.

(6) Maximum Number of Residential Units

- (a) One (1).

APPENDIX 1: ENFORCEMENT PENALTIES

Offence	First Offence	Second Offence and Additional Offences
Failure to obtain a development permit	\$250.00	\$500.00
Failure to obtain a development permit for a sign	\$100.00	\$200.00
Failure to comply with development permit conditions	\$500.00	\$1000.00
Failure to comply with district regulations	\$500.00	\$1000.00
Failure to comply with any other regulation or standard of this Bylaw	\$250.00	\$500.00
Fines for second and additional offences noted: Minimum Specified Penalties are for when the offence has occurred within a twelve (12) month period of the previous offence.		