VILLAGE OF Champion ALBERTA

Land Use Bylaw
No. 2016-004



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November 2016
Amended to Bylaw No. 2024-005, July 2024

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VILLAGE OF CHAMPION

BYLAW NO. 2016-004

BEING a bylaw of the Village of Champion, in the Province of Alberta, to adopt a new Land Use Bylaw;

WHEREAS Section 639 of the Municipal Government Act requires the passage of a Land Use Bylaw;

AND WHEREAS the Council of the Village of Champion wishes to adopt a new Land Use Bylaw for the purposes of:

- updating and establishing standards and processes regarding the use and development of land within the municipality;
- addressing new development guidelines for certain types of uses within the Village;
- incorporating new land use district standards and uses;
- amending the existing Land Use District Map to reflect land use designations; and
- complying with the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended;

AND WHEREAS the land use bylaw is intended to foster orderly growth and development in the Village;

AND WHEREAS the bylaw is adopted in accordance with section 692 of the Municipal Government Act and the public hearing requirements.

THEREFORE under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, the Council of the Village of Champion duly assembled does hereby enact the following:

1. Bylaw No. No. 516 being the former Land Use Bylaw, and any amendments thereto, and any other Land Use Bylaw and amendments thereto are hereby rescinded.
2. Bylaw No. 2016-004 shall come into effect upon third and final reading thereof.
3. Bylaw No. 2016-004, being the land use bylaw, is hereby adopted in its entirety.

READ a **first** time this 13 day of September, 2016.

Mayor – James Smith | *Chief Administrative Officer* – Patrick Bergen

READ a **second** time this 7 day of November, 2016.

Mayor – James Smith | *Chief Administrative Officer* – Patrick Bergen

READ a **third** time and finally passed this 7 day of November, 2016.

Mayor – James Smith | *Chief Administrative Officer* – Patrick Bergen

Village of Champion Land Use Bylaw No. 2016-004 – Amendments

Bylaw No.	Amendment Description	Legal Description	Passed
2021-001	"Public and Institutional - PI" to "Commercial - C" AND "Residential - R" to "Public and Institutional - PI"	Lot 25, Block 3, Plan 6995AG and Ptn. of Lots 23 - 24, Block 3, Plan 6995AG AND Lots 21-22, Block 3, Plan 6995AG All within SE 7-15-23 W4M	22-Feb-2021
2022-001	Addition of "Residential Small Home Lot – RSHL" to Schedule 2 Land Use Districts Regulation. Addition of definition of "Small (tiny) home" to Schedule 6. Addition of rules, standards, and criteria for siting of small homes in the RSHL district including uses, minimum lot size, lot coverage, minimum square-footage and setbacks.		7-Feb-2022
2024-005	"Public and Institutional – PI" to "Residential – R" Amend standards for Residential – R land use district for minimum dwelling floor areas and moved-in dwelling development standards in Schedule 2 and Schedule 4.	Lot 11, Block 11, Plan 3019CA	30-Jul-2024

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Village of Champion
Land Use Bylaw No. 2016-004

ADMINISTRATION

ADMINISTRATIVE

1. TITLE

This Bylaw may be cited as the "Village of Champion Land Use Bylaw".

2. DATE OF COMMENCEMENT

This Bylaw shall come into effect upon third and final reading thereof.

3. REPEAL OF FORMER LAND USE BYLAW

Bylaw No. 516, being the current Land Use Bylaw of the Village of Champion is repealed upon third and final reading of this Bylaw.

4. AMENDMENT OF BYLAW

The Council may amend this Bylaw at any time in accordance with the procedures detailed in section 692 of the *Municipal Government Act.*

5. SEVERABILITY

If any provision of this Bylaw is held to be invalid by a decision of a court of competent jurisdiction, that decision will not affect the validity of the remaining portions.

6. CONTRAVENTION OF BYLAW – PENALTIES

Any person who contravenes any provision of this Bylaw is guilty of an offense in accordance with Part 13, Division 5, Offences and Penalties of the *Municipal Government Act* and is liable to a fine of not more than $10,000.00 or to imprisonment for not more than one year or to both fine and imprisonment.

7. DEFINITIONS

See ***Schedule 6 – Definitions***.

8. DESIGNATED OFFICER

(1) The office of "Designated Officer" is established.

(2) The Council may, by resolution, appoint a person(s) to the office of Designated Officer.

(3) The Designated Officer shall be considered an authorized person pursuant to section 624 of the *Municipal Government Act*.

(4) The Designated Officer may perform only such powers and duties as are specified in this Bylaw or by resolution of Council.

(5) The Designated Officer is responsible for:

(a) receiving, processing, and referring all applications for a development permit in accordance with this Bylaw;

(b) may decide upon or refer applications to the Municipal Planning Commission in accordance with Sections 21-23 of this Bylaw;

(c) maintaining a register of all applications together with their disposition and other relevant details.

9. MUNICIPAL PLANNING COMMISSION

The Municipal Planning Commission may perform only such powers and duties as are specified:

(a) in the Village of Champion Municipal Planning Commission Bylaw No. 647;

(b) in this Bylaw; or

(c) by resolution of Council.

10. APPLICATION FEES

(1) Application fees are prescribed by Council under a separate bylaw. Refer to Appendix A.

(2) Refund or adjustment of prescribed fees requires the approval of Council.

(3) Whenever an application is received for a development or use not listed in the fee schedule, the amount of the fee shall be determined by the Designated Officer or the Municipal Planning Commission and shall be consistent with those fees listed in the schedule.

11. APPENDICES

Appendices A through C attached hereto are for information purposes only and do not form part of this Bylaw.

12. METRIC STANDARDS

The metric standards in this Bylaw are applicable. Imperial standards are provided only for convenience.

LAND USE DISTRICTS AND DEVELOPMENT IN GENERAL

13. LAND USE DISTRICTS

(1) The municipality is divided into those districts specified in Schedule 1 and shown on the Land Use Districts Map.

(2) The one or more uses of land or buildings that are:

(a) permitted uses in each district, with or without conditions; and/or

(b) discretionary uses in each district, with or without conditions;

are described in Schedule 2.

(3) A land use not listed as a permitted or discretionary use but which is reasonably similar in character and purpose to a permitted or discretionary use in that district may be deemed a similar use by the Municipal Planning Commission.

(4) A land use not listed as a permitted or discretionary use or deemed similar in nature to a use in a district is prohibited.

14. DEVELOPMENT IN MUNICIPALITY GENERALLY

(1) A person who develops land or a building in the municipality shall comply with the applicable standards and requirements of development specified in this Bylaw, in addition to complying with the use or uses prescribed in the applicable land use district and any conditions attached to a development permit if one is required.

(2) A person who develops land or a building in the municipality is also responsible for ascertaining, obtaining, and complying with the requirements of any federal, provincial or other municipal legislation.

15. DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

Development that does not require a development permit is specified in Schedule 3.

16. NON-CONFORMING USES AND BUILDINGS

(1) If a development permit has been issued on or before the day on which this Bylaw or a land use amendment bylaw comes into force in a municipality and the bylaw would make the development in respect of which the permit was issued a non-conforming use or non-conforming building, the development permit continues in effect in spite of the coming into force of the bylaw.

(2) A non-conforming use of land or a building may be continued but if that use is discontinued for a period of six (6) consecutive months or more, any future use of the land or building must conform with the Land Use Bylaw then in effect.

(3) A non-conforming use of part of a building may be extended throughout the building but the building, whether or not it is a non-conforming building, may not be enlarged or added to and no structural alterations shall be made to it or in it.

(4) A non-conforming use of part of a lot may not be extended or transferred in whole or in part to any other part of the lot and no additional buildings may be constructed on the lot while the non-conforming use continues.

(5) A non-conforming building may continue to be used, but the building may not be enlarged, added to, rebuilt or structurally altered except:

(a) to make it a conforming building, or

(b) as the Designated Officer considers necessary for the routine maintenance of the building, in accordance with the variance powers provided for in section 643(5)(c) of the *Municipal Government Act*.

(6) If a non-conforming building is damaged or destroyed by more than 75 percent of the value of the building above its foundation, the building may not be repaired or rebuilt except in accordance with this Bylaw.

(7) The land use or the use of a building is not affected by a change of ownership or tenancy of the land or building.

(8) Where a proposed lot contains different dimensions than those prescribed within the land use district in effect, or will result in an existing or future building not conforming with the height or setback requirements prescribed within the district in effect, it may be approved where, in the opinion of the Designated Officer or Municipal Planning Commission, the noncompliance with the district regulations is:

(a) minor in nature;

(b) consistent with the general character of the area;

(c) does not interfere with the use, enjoyment or value of the neighbouring properties; and

(d) the permit issued indicates a waiver has been granted.

17. NUMBER OF DWELLINGS ON A LOT

No person shall construct or locate or cause to be constructed or located more than one dwelling on a parcel or title unless authorized by the Municipal Planning Commission through the issuance of a development permit and only where allowed in the land use district for which the application was made.

18. SUITABILITY OF SITES

(1) Notwithstanding that a use of land may be permitted or discretionary or considered similar in nature to a permitted or discretionary use in a land use district, the Designated Officer or Municipal Planning Commission, as applicable, may refuse to approve a subdivision or issue a development permit if, in their opinion, the site of the proposed building or use is not safe or suitable based on the following:

(a) does not have safe legal and physical access to a maintained road in accordance with municipal requirements or those of Alberta Transportation if within 300 metres of a provincial highway;

(b) has a high water table which makes the site unsuitable for foundations and/or sewage disposal systems in accordance with provincial regulations;

(c) is situated on an unstable slope;

(d) consists of unconsolidated material unsuitable for building;

(e) does not comply with the requirements of the Provincial Land Use Policies, *Alberta Land Stewardship Act*, Regional Plan, Subdivision and Development Regulation or any applicable Statutory Plans;

(f) is situated over an active or abandoned coal mine or oil and gas well or pipeline;

(g) is located within a floodplain;

(h) is unsafe due to contamination by previous land uses;

(i) does not have adequate water and sewer provisions;

(j) does not meet the lot size and/or setback requirements or any other applicable standards or requirements of this Land Use Bylaw;

(k) is subject to any easement, caveat, restrictive covenant or other registered encumbrance which makes it impossible to build on the site.

(2) Nothing in this section shall prevent the Municipal Planning Commission from approving a lot for subdivision or issuing a development permit if the Municipal Planning Commission is satisfied that there is no risk to persons or property or that these concerns will be met by appropriate engineering measures or other mitigating measures.

19. DEVELOPMENT AGREEMENTS

The Designated Officer or the Municipal Planning Commission may require with respect to development that as a condition of issuing a development permit, the applicant enter into a development agreement in accordance with the *Municipal Government Act*.

DEVELOPMENT PERMITS

20. DEVELOPMENT PERMIT APPLICATIONS

(1) Except as provided in Schedule 3, no person shall commence a development unless he/she has been issued a development permit in respect of the proposed development.

(2) An application for a development permit must be made to the Designated Officer or Municipal Planning Commission by submitting the following:

(a) a completed development permit application;

(b) the application fee prescribed; and

(c) such other information as may be required by the Designated Officer or Municipal Planning Commission including:

(i) a site plan indicating:

- legal description and the location of existing and proposed development, including location and dimension of eaves, in relation to the lot boundaries,
- dimensions clearly illustrated,
- all property lines and easements;

(ii) floor plans, elevations and sections at an appropriate scale as required by the Designated Officer or Municipal Planning Commission; and

(iii) studies of projected traffic volumes, utilities, landscaping, urban design, parking, environmental impact assessment, slope, soil or any other information as required by the Designated Officer or Municipal Planning Commission.

(3) An application for a development permit must be made by the owner of the land on which the development is proposed or, with the consent of the owner, by any other persons. The Designated Officer may request a current title documenting ownership.

(4) The Designated Officer may request a Surveyor's Sketch to verify locations of buildings.

21. PERMITTED USE APPLICATIONS

(1) Upon receipt of a completed application for a development permit that conforms with this Bylaw, the Designated Officer may:

(a) issue a development permit with or without conditions; or

(b) elect to refer an application to the Municipal Planning Commission for a decision.

(2) Upon receipt of a completed application for a permitted use that requests a waiver(s) of any measureable standard of this Bylaw, the Designated Officer shall refer the application to the Municipal Planning Commission for a decision pursuant to Section 23.

(3) The Municipal Planning Commission may place any or all of the following conditions on a development permit for a permitted use:

(a) requirement to enter into a development agreement, including requirements for oversize improvements;

(b) pay any applicable off-site levy or redevelopment levy;

(c) require geotechnical investigation to ensure that the site is suitable in terms of topography, soil characteristics, flooding subsistence, erosion and sanitary sewage servicing;

(d) alteration of a structure or building size or location to ensure any setback requirements of this Land Use Bylaw or the Subdivision and Development Regulation can be met;

(e) any measures to ensure compliance with the requirements of this Land Use Bylaw, its standards of development, or any other statutory plan adopted by the Village of Champion;

(f) provide easements and encroachment agreements;

(g) provide public utilities, other than telecommunications systems or works, and vehicular and pedestrian access;

(h) require repairs or reinstatement of the original condition of any street furniture, curbing, sidewalk, boulevard landscaping and tree planting which may be damaged, destroyed, or otherwise altered by development or building operations upon the site, to the satisfaction of the Designated Officer;

(i) to provide security to ensure the terms of the permit approval under this section are carried out (e.g. bond, letter of credit) which will be returned upon completion of the work to the satisfaction of the Village;

(j) stipulate time periods for the completion of development;

(k) any measures to ensure compliance with applicable provincial legislation.

22. DISCRETIONARY USE APPLICATIONS

(1) Upon receipt of a completed application for a development permit for a discretionary use, the Designated Officer shall:

(a) refer the application to the Municipal Planning Commission for a decision; and

(b) notify, or cause to be notified:

(i) persons likely to be affected in accordance with Section 26; and

(ii) Vulcan County, if, in the opinion of the Municipal Planning Commission or Designated Officer, the proposed development could have an impact on land uses in that municipality.

(2) After consideration of any response to the notifications of persons likely to be affected, including Vulcan County, government departments and referral agencies as applicable, compatibility and suitability of the proposed use, and any other matters, the Municipal Planning Commission may:

(a) issue a development permit with or without conditions; or

(b) refuse to issue a development permit application, stating the reasons.

(3) The Municipal Planning Commission may place any of the conditions stipulated in Section 21(3) on a development permit for a discretionary use in any land use district, in addition to any other conditions necessary to ensure the quality, suitability and compatibility of a development with other existing and approved uses in the area.

23. APPLICATIONS REQUESTING WAIVERS OF BYLAW PROVISIONS

(1) Upon receipt of an application for a development permit that does not comply with this Bylaw but in respect of which the Municipal Planning Commission is requested by the applicant to exercise discretion under Section 23(2), the Designated Officer shall:

(a) refer the application to the Municipal Planning Commission for a decision; and

(b) notify persons likely to be affected including adjacent municipalities, government departments and any other referral agency in accordance with Section 26.

(2) The Municipal Planning Commission is authorized to decide upon an application for a development permit notwithstanding that the proposed development does not comply with this Bylaw if, in the opinion of the Municipal Planning Commission, the proposed development would not:

(a) unduly interfere with the amenities of the neighbourhood; or

(b) materially interfere with or affect the use, enjoyment or value of neighbouring properties; and

(c) the proposed development conforms to the use prescribed for that land or building under Schedule 2.

24. SIMILAR USE APPLICATIONS

(1) Upon receipt of an application for a development permit for a use that is not specifically listed in any land use district, but which may be similar in character and purpose to other uses of land and buildings permitted by this Bylaw in the land use district in which such use is proposed, the Designated Officer shall, at the request of the applicant:

(a) refer the application to the Municipal Planning Commission for a decision; and

(b) notify or cause to notify the affected persons pursuant to Section 26.

(2) Upon referral of the application by the Designated Officer, the Municipal Planning Commission:

(a) shall rule whether or not the proposed use is either similar to a permitted or discretionary use in the land use district in which it is proposed;

(b) if the use is deemed similar to a permitted or discretionary use in the land use district in which it is proposed, the application shall be reviewed as a discretionary use and a development permit may be issued with or without conditions after consideration of any responses to the notifications of persons likely to be affected by the development;

(c) if the use is not deemed similar to a permitted or discretionary use in the land use district in which it is proposed, the development permit shall be refused.

25. TEMPORARY USE APPLICATIONS

(1) The Municipal Planning Commission for a permitted, discretionary, or similar use, may issue a temporary development permit for a period not to exceed one (1) year for uses that are determined to be temporary in nature.

(2) Temporary use applications shall be subject to the following conditions:

(a) the applicant or developer is liable for any costs involved in the cessation or removal of any development at the expiration of the permitted period;

(b) the Municipal Planning Commission may require the applicant to submit an irrevocable letter of credit guaranteeing the cessation or removal of the temporary use; and

(c) any other conditions as deemed necessary.

(3) Notification of persons likely to be affected, including Vulcan County, government departments and referral agencies shall be in accordance with Section 26.

26. NOTIFICATION OF PERSONS LIKELY TO BE AFFECTED

(1) Where notification of persons likely to be affected is required under Sections 22, 23, 24 and 25, the Designated Officer shall, at least seven (7) days before the meeting of the Municipal Planning Commission:

(a) mail written notice of the application to:

(i) the owners of land likely to be affected by the issuance of a development permit;

(ii) Vulcan County if, in the opinion of the Designated Officer or the Municipal Planning Commission, the proposed development could have an impact upon land uses in the County or is adjacent to the County boundary; and

(iii) any other persons, government department or referral agency that is deemed to be affected; or

(b) cause similar notice to be published in a newspaper circulating in the municipality where the application is located; or

(c) cause a similar notice to be posted in a conspicuous place on the property; or

(d) any combination of the above.

(2) In all cases, notification shall:

(a) describe the nature and legal location description of the proposed use;

(b) state the place and time where the Municipal Planning Commission will meet to consider the application; and

(c) state the process for receipt of written or oral submission on the application.

DEVELOPMENT DECISION

27. DECISION PROCESS

(1) An application for a development permit shall be considered by the Designated Officer or Municipal Planning Commission who:

(a) shall approve with or without conditions an application for a permitted use where the proposed development conforms to this Bylaw;

(b) may approve with or without conditions an application for a discretionary use, where the proposed development conforms to this Bylaw;

(c) refuse an application for a permitted or discretionary use, where the proposed development *does not* conform to this Bylaw; or

(d) refuse an application for a discretionary use, where the proposed development conforms to this Bylaw, but where the Municipal Planning Commission has chosen to exercise its discretion; or

(e) refuse an application for a use which is neither a permitted use, a discretionary use nor deemed to be a similar use and is therefore deemed to be prohibited.

(2) The Municipal Planning Commission is authorized to exercise minor variance powers with respect to non-conforming uses pursuant to section 643(5)(c) of the *Municipal Government Act*. Also see Sections 16 and 23 of this Bylaw.

28. NOTICE OF DECISION FOR DEVELOPMENT PERMITS ISSUED

(1) Permitted use permits:

(a) Upon issuance of a development permit for a permitted use that complies with the Land Use Bylaw, the Designated Officer shall:

(i) mail a written notice of decision to the applicant; and

(ii) notify persons likely to be affected by either:

a. posting a copy of the decision in a prominent place in the Village Office for at least 14 days; or

b. publishing a notice of the decision in a newspaper circulated within the municipality.

(2) All other permits:

(a) Upon issuance of a development permit for a discretionary use, similar use, temporary use, or an application involving a waiver, the Designated Officer shall:

(i) mail a written notice of decision to the applicant; and

(ii) notify persons likely to be affected by either:

a. mailing a copy of the decision to those persons, departments and agencies; or

b. publishing a notice of the decision in a newspaper circulated within the municipality.

29. DEEMED REFUSAL / FAILURE TO MAKE A DECISION

In accordance with section 684 of the *Municipal Government Act*, an application for a development permit shall, at the option of the applicant, deemed to be refused when the decision of the Designated Officer or the Municipal Planning Commission, as the case may be, is not made within 40 days of receipt of the completed application unless the applicant has entered into an agreement with the Village of Champion to extend the 40-day period.

30. REAPPLICATION

(1) If an application for a development permit is refused by the Designated Officer, the Municipal Planning Commission, or on appeal, by the Subdivision and Development Appeal Board, another

application for a development permit on the same lot for the same or similar use may not be submitted for at least twelve (12) months after the date of refusal.

(2) If an application was refused solely because it did not comply with this Bylaw, another application on the same lot for the same or similar use may be accepted before the time period referred to in Section 30(1) provided the application has been modified to comply with this Bylaw.

VALIDITY OF DEVELOPMENT PERMIT

31. COMMENCEMENT OF DEVELOPMENT

(1) Despite the issuance of a development permit, no development is authorized to commence until the appeal period has expired in compliance with the following:

(a) where the notice of decision is posted in the Village Office, development shall not commence until 14 days after the notice was posted;

(b) where the notice of decision is mailed to persons likely to be affected, development shall not commence until at least 19 days from the date of mailing of the notice;

(c) where the notice of decision is published in the newspaper, development shall not commence until at least 14 days from the date of publication.

(2) If an appeal is made, no development is authorized pending the outcome of the appeal.

(3) Any development occurring prior to the date determined under Section 31(1) and (2) is at the expense and risk of the applicant, developer or landowner.

32. PERMIT COMMENCEMENT AND COMPLETION

(1) Unless a development permit is suspended or cancelled, the development must be commenced or carried out with reasonable diligence in the opinion of the Designated Officer or the Municipal Planning Commission within 12 months from the date of issuance of the permit, otherwise the permit is no longer valid.

(2) If a development has not commenced within the time period specified in Section 32(1), the validity of a development permit may be extended for up to six (6) additional months by the Municipal Planning Commission.

(3) A valid development permit is transferable where the use remains unchanged and the development is affected only by a change of ownership, tenancy or occupancy.

(4) When any use has been discontinued for a period of 18 months or more, any development permit that may have been issued is no longer valid and said use may not be recommenced until a new application for a development permit has been made and a new development permit issued. This section does not apply to non-conforming uses which are regulated under section 643 of the *Municipal Government Act*. See also *Section 16 – Non-conforming Buildings and Uses* of this Bylaw.

(5) The Designated Officer or Municipal Planning Commission may place conditions on a development permit approval that stipulate a timeframe for the completion of a development.

33. SUSPENSION OR CANCELLATION OF A DEVELOPMENT PERMIT

(1) If, after a development permit has been issued, the Designated Officer or Municipal Planning Commission becomes aware:

(a) the application for the development permit contained a serious misrepresentation; or

(b) facts concerning the application or the development were not disclosed and which should have been disclosed at the time the application was considered, have subsequently become known; or

(c) a development permit was issued in error;

the Designated Officer or Municipal Planning Commission may suspend or cancel the development permit by notice in writing to the holder of it.

(d) Those persons who receive a notice referred to in subsection (1) above may appeal to the Subdivision and Development Appeal Board pursuant to Section 35.

(2) If a development permit is suspended or cancelled, the Subdivision and Development Appeal Board shall review the application if an appeal is filed by the applicant and either:

(a) reinstate the development permit; or

(b) cancel the development permit if the Designated Officer or Municipal Planning Commission would not have issued the development permit if the facts subsequently disclosed had been known during the consideration of the application.

(3) In addition to the conditions that the Designated Officer or Municipal Planning Commission may impose on a development permit issued under Schedule 2, the Subdivision and Development Appeal Board may impose such other conditions as are considered necessary to ensure that this Bylaw or any statutory plan is complied with.

ENFORCEMENT PROCESS

34. STOP ORDER

(1) The Designated Officer or Municipal Planning Commission is authorized to issue an order under section 645 of the *Municipal Government Act* whenever either considers it necessary to do so.

35. NOTICE OF VIOLATION

(1) Where the Designated Officer or Municipal Planning Commission finds that a development or use of land or buildings is not in accordance with the *Municipal Government Act*, the Subdivision and Development Regulation, a development permit or subdivision approval, or this bylaw, the Designated Officer may issue, prior to issuing a Stop Order, a notice of violation to the registered

owner or the person in possession of land or buildings or the person responsible for the contravention. Such notice shall state the following:

(a) the nature of the violation;

(b) corrective measures required to comply; and

(c) the time period within which such corrective measures must be performed.

36. APPEAL PROCEDURE

(1) Any person applying for a development permit or any other person affected by an order under section 645 of the *Municipal Government Act* may appeal to the Subdivision and Development Appeal Board, if a Designated Officer or Municipal Planning Commission:

(a) refuses or fails to make a decision on a development permit within 40 days of receipt of a completed application,

(b) issues a development permit subject to conditions.

(2) In addition to an applicant under Section 35(1), any person affected by an order, decision or development permit made or issued by a Designated Officer may appeal to the Subdivision and Appeal Board.

(3) Notwithstanding Section 35(1) and (2), no appeal lies in respect of the issuance of a development permit for a permitted use unless the provisions of this Bylaw are relaxed, varied or misinterpreted pursuant to section 685(3) of the *Municipal Government Act*.

(4) An appeal by an applicant may be commenced by filing a notice of the appeal containing specific reasons, with the Secretary of the Appeal Board within 14 days after:

(a) notification in writing of the issuance of the development permit by the Designated Officer; or

(b) the 40-day period referred to in Section 29 – *Deemed Refusal / Failure to Make a Decision* has expired.

(5) An appeal by an affected person may be commenced by filing a notice of the appeal containing reasons, with the Secretary of the Appeal Board within 14 days after the date on which the notice of issuance of the permit was given in accordance with this Bylaw.

37. APPEAL HEARING

(1) Pursuant to section 686(2) of the *Municipal Government Act*, the Subdivision and Development Appeal Board must hold an appeal hearing within 30 days of the receipt of a notice of appeal.

(2) The Subdivision and Development Appeal Board must give at least five (5) days notice in writing of the hearing:

(a) to the applicant;

(b) to the Designated Officer whose order, decision or development permit is the subject of the appeal; and

(c) to those owners required to be notified under the Land Use Bylaw and any other person that the Subdivision and Development Appeal Board considers to be affected by the appeal and should be notified.

38. DECISION OF THE BOARD

(1) In determining an appeal, the Subdivision and Development Appeal Board:

(a) must comply with the Provincial Land Use Policies, *Alberta Land Stewardship Act* and Regional, statutory plans and subject to Section 37(1)(d) of this Bylaw;

(b) must have regard for but is not bound by the Subdivision and Development Regulation;

(c) may confirm, revoke or vary the order, decision or development permit or any condition attached to it or may make or substitute an order, decision or permit of its own;

(d) may make an order or decision or issue or confirm the issue of a development permit even though the proposed development does not comply with this Bylaw, if in its opinion:

(i) the proposed development would not:

a. unduly interfere with or affect the use, enjoyment or value of neighbouring properties; and

b. materially interfere with or affect the use, enjoyment or value of neighbouring properties;

(ii) the proposed development conforms to the prescribed use for the land or building as defined in this Bylaw.

(2) Following an appeal, the Subdivision and Development Appeal Board must give its decision in writing together with reasons within 15 days after concluding the hearing.

LAND USE BYLAW AMENDMENTS

39. AMENDMENTS TO THE LAND USE BYLAW

(1) Any person may initiate amendments to this Bylaw by making an application to the Designated Officer.

(2) All applications for amendment shall be submitted using the applicable form and be accompanied by any additional information, as deemed necessary by the Designated Officer to process the application, and any applicable fee paid to the Village of Champion as required.

(3) The Designated Officer may refuse to accept an application if, in his/her opinion, the information supplied is not sufficient to make a proper evaluation of the proposed amendment.

(4) The Designated Officer shall forward the application to Council for a decision if he/she is satisfied sufficient information has been provided with the application.

(5) The application shall be processed in compliance with the requirements of the *Municipal Government Act*, including the processes for notice of public hearings and the conduct of meetings.

(6) Where an application for an amendment to this Bylaw has been refused by Council, another application that is the same or similar in nature shall not be accepted until at least twelve (12) months after the date of refusal.

40. LAND USE REDESIGNATION APPLICATION REQUIREMENTS

(1) A request for redesignation from one land use district to another shall be accompanied by:

(a) a completed application form and fee;

(b) a narrative describing the:

(i) proposed designation and future use(s);

(ii) consistency with applicable statutory plans;

(iii) compatibility of the proposal with surrounding uses and zoning;

(iv) development potential/suitability of the site, including identification of any constraints and/or hazard areas (e.g. easements, soil conditions, topography, drainage, etc.);

(v) availability of facilities and services (sewage disposal, domestic water, gas, electricity, fire protection, schools, etc.) to serve the subject property while maintaining adequate levels of service to existing development; and

(vi) any potential impacts on public roads.

The applicant may also be requested to provide the following in support of a redesignation application:

(c) conceptual subdivision design, if applicable;

(d) a geotechnical report prepared by an engineer demonstrating soil stability/suitability, identification of environmental issues, if deemed necessary;

(e) an evaluation of surface drainage which may include adjacent properties if deemed necessary; and

(f) any other information deemed necessary by the Designated Officer or Council to properly evaluate the application.

(2) An Area Structure Plan or Conceptual Design Scheme may be required in conjunction with a redesignation application when:

(a) redesignating land to another district;

(b) multiple parcels of land are involved;

(c) more than three (3) lots could be created;

(d) several pieces of fragmented land are adjacent to the proposal;

(e) internal public roads would be required;

(f) municipal services would need to be extended; or

(g) required by Council or the Municipal Planning Commission.

41. REDESIGNATION CRITERIA

(1) When redesignating land from one land use district to another, Council should consider the following when making a decision:

(a) compliance with applicable standards and provisions of the Land Use Bylaw;

(b) consistency with any adopted statutory plans;

(c) compatibility with adjacent uses;

(d) development potential/suitability of the site;

(e) availability of facilities and services (sewage disposal, domestic water, gas, electricity, police and fire protection, schools, etc.) to serve the subject property and any potential impacts to levels of service to existing development;

(f) potential impacts on public roads;

(g) setback distances contained in the Subdivision and Development Regulation;

(h) supply of suitably designated land;

(i) environmental concerns or issues that may exist on site or impact the land;

(j) public comment and any applicable review agency comments; and

(k) any other matters deemed pertinent.

Schedule 1

LAND USE DISTRICTS

Schedule 1

LAND USE DISTRICTS

1. The municipality is divided into those land use districts shown on the attached Land Use Districts Map.

2. Each land use district shown on the map referred to in Section 1 above shall be known by the following identifying letters and numbers:

RESIDENTIAL	– R
RESIDENTIAL SMALL HOME LOT	– RSHL
COMMERCIAL	– C
PUBLIC AND INSTITUTIONAL	– PI
RAILWAY	– Ry
INDUSTRIAL	– I
AGRICULTURAL	– A

3. Land Use Districts Map (following this page).

Schedule 2

LAND USE DISTRICTS REGULATIONS

RESIDENTIAL – R

INTENT:

To accommodate residential development on serviced lots in an economical, orderly and attractive manner, while excluding potentially incompatible land uses.

1. PERMITTED AND DISCRETIONARY USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses in conjunction with a permitted use
Dwelling:
Single Detached Site-Built
Home Occupation 1[1]
Solar Collector - roof or wall mount

(2) Discretionary Uses

Accessory Buildings, Structures and Uses in conjunction with a discretionary use
Bed and Breakfast[2]
Child Care Facility/Day Home
Dwelling:
Apartment
Duplex
Lodging or Boarding House
Secondary Suite[3] - within dwelling
Secondary Suite[4] - detached garage
Semi-Detached
Single Detached Manufactured[5]
Single Detached Prefabricated[6]
Moved-In[7]
Multi-Unit
Townhouse/Row
Home Occupation 2[8]
Manufactured Home Park[9]
Moved-In Building[10]
Parks and Playgrounds
Seniors Housing
Shipping Container - temporary[11]
Sign - for Bed and Breakfast and Home Occupation[12]
Small Wind Energy System - Type A[13]
Solar Collector - freestanding[14]
Utility

(3) Prohibited Uses

Shipping Containers

Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be Similar to a Permitted or Discretionary Use in accordance with Administration Section 24, is a Prohibited Use.

Notes:

[1] See Section 33
[2] See Section 34
[3] See Section 35
[4] See Section 36
[5] See Section 31
[6] See Section 29
[7] See Section 30
[8] See Section 33
[9] See Section 32
[10] See Section 30
[11] See Schedule 4
[12] See Schedule 5
[13] See Schedule 4
[14] See Schedule 4

2. MINIMUM LOT SIZE

	Width		Length		Area	
Use	**m**	**ft.**	**m**	**ft.**	**m^2**	**sq. ft.**
Single detached dwellings (site built & prefabricated)	15.24	50	35.05	115	534.16	5,750
Duplex dwellings	15.24	50	35.05	115	641.42	6,900
Semi-detached dwellings	21.34 (2 x 10.6)	70 (2 x 35)	35.05	115	747.97	8,050
Single detached manufactured	15.24	50	35.05	115	427.61	4,600
Multi-unit dwellings	22.86	75	35.05	115	801.24	8,625
Row or town houses:						
- end units	12.20	30	35.05	115	427.61	4,600
- interior units	7.62	25	35.05	115	267.08	2,875
All other uses	As required by the Municipal Planning Commission					

3. MINIMUM SETBACK REQUIREMENTS – PRINCIPAL

	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
Use	**m**	**ft.**	**m**	**ft.**	**m**	**ft.**	**m**	**ft.**
Single detached dwellings	7.62	25	3.66	12	1.52	5	7.62	25
Single detached manufactured dwellings	7.62	25	3.66	12	1.52	5	3.05	10
Duplex and semi-detached dwellings	7.62	25	3.66	12	1.52	5	7.62	25
Multi-unit dwellings	7.62	25	4.57	15	3.05	10	7.62	25
Row or town houses	7.62	25	4.57	15	1.52	5	7.62	25
All other uses	As required by the Municipal Planning Commission							

See Schedule 6 – Definitions

(1) **Secondary Front (formerly 'Corner Side')** means the lot line on a corner lot that has road frontage but is not the lot line from which primary access or development to the building is gained. (see Figure 3.1)

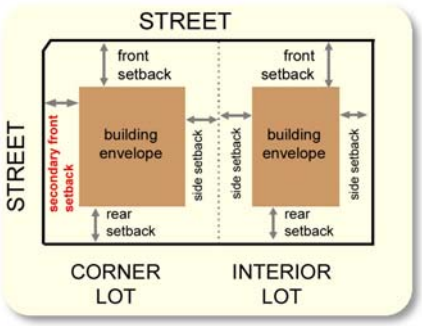


Figure 3.1



(2) prefabricated dwelling requirements

(2) Single detached prefabricated and moved-in detached dwellings developed and sited in a like manner shall be treated as conventional single detached dwellings by the Municipal Planning Commission and subject to the same setback requirements stipulated in Section 3 of this Schedule.



(3) semi-detached dwelling setbacks

(3) Where a common property line is required for the development of a semi-detached dwelling or townhouse/row dwelling, the side yard setback requirement stated in Section 3 is not required along the common property line.

(4) Also refer to Section 5, *Setbacks from Easements*; Section 11, *Street Corner Visibility*; and Section 12, *Rear Lane Visibility*.

(5) Structures that are attached to a principal building are subject to the principal setbacks, except those which are allowed in Section 4.



(6) covered porch setbacks

(6) Any covered porch shall be considered part of the principal building in the determination of principal setbacks.

(7) The Municipal Planning Commission may consider minor waivers to the building setback requirements in a well-established residential area if, in the opinion of the Municipal Planning Commission, the proposed setback blends in with the prevailing yard pattern.



(7, 8 & 9) varied setbacks may be required

(8) The Municipal Planning Commission may require varied building setbacks in new residential areas if, in their opinion, the variation in setbacks will enhance the development of that area.

(9) The Municipal Planning Commission may require increased building setbacks (other than those listed above) if, in their opinion, such setbacks would:

(a) help avoid land use conflicts;

(b) enhance the appearance of the area.

4. PERMITTED PROJECTIONS INTO SETBACKS



(a) unenclosed steps



(b) wheelchair ramp



(e) landscaping, fish ponds & flag poles

(1) The following features may, subject to the relevant provisions of Safety Codes, project into the required setbacks under this Bylaw;

(a) unenclosed steps or unenclosed fire escapes not to exceed 0.6 metre (2 ft.) into a side setback or 2.4 metres (8 ft.) into a front or rear setback;

(b) a wheelchair ramp at the discretion of the Municipal Planning Commission;

(c) fences or walls in accordance with Section 14;

(d) driveways, curbs and sidewalks;

(e) landscaping, fish ponds, ornaments, flagpoles [less than 4.6 metres (15 ft.) in height], or other similar landscaping features; and

(f) signs, in accordance with Schedule 5.



(a) cornice



(b) balcony



(a & c) bay window & chimney

(2) The portions of and attachments to a principal building which may project over a setback are as follows:

(a) eaves, belt courses, bay windows, cornices, sills or other similar architectural features may project over a side or rear setback a distance not to exceed one-half of the width of the smallest setback required for the site and over a front setback a distance not to exceed 1.2 metres (4 ft.);

(b) an uncovered balcony, cantilever, or other similar feature may project over a side or rear setback a distance not to exceed one-half of the width of the smallest setback required for the site;

(c) a chimney which is not more than 1.2 metres (4 ft.) wide and projects not more than 0.3 metre (1.0 ft.) into a rear or side setback.

5. EASEMENTS

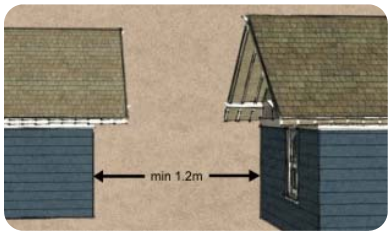


All buildings shall not be located over top of an easement unless otherwise permitted.

6. ACCESSORY BUILDINGS AND STRUCTURES

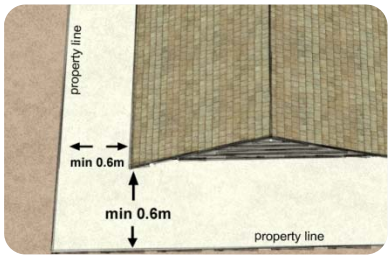
(1) Minimum setbacks for accessory buildings are as follows:

Front Yard		Side Yard		Rear Yard	
m	ft.	m	ft.	m	ft.
same as principal building		1.52	5	1.52	5



(2) minimum distance 1.2 metres (4 ft.)

(2) Accessory buildings shall be located at least 1.2 metres (4 ft.) from the principal building.



(3) min. distance 0.6 m for eaves

(3) Accessory buildings shall be constructed such that eaves shall be no closer than 0.6 metres (2 ft.) from a side lot line or rear lot line and all drainage is conducted to the appropriate storm drain via the applicant's own property.


(4) no accessory buildings in the front yard

(4) Accessory buildings or structures **shall not** to be located in the front yard in relation to the principal building.

(5) Not more than two separate Accessory buildings are permitted on a lot, and their combined area must not exceed the maximum site coverage requirement.

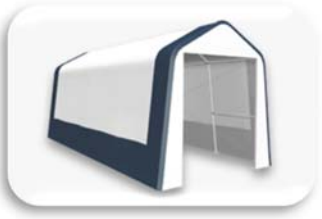


(6) Quonsets, quonset-style buildings or semi-circular metal structures **shall not** be permitted as accessory buildings in the Residential – R land use district.

Quonset or quonset-style building means a structure made from metal having a semi-circular roof and/or cross section and end walls. See example of a Quonset-style building (left).

(7) Garages must have a minimum 3/12 pitch roof and be finished with siding, eaves, soffits and gutters.

(8) All portable garages (fabric buildings) and storage structures shall require a development permit.



(9) Portable garages (fabric buildings) and storage structures are to be considered as permanent accessory buildings or structures and must meet the required setbacks, maximum height, maximum site coverage and other applicable standards of the bylaw.

(10) If an accessory building or structure is to be altered, changed or is significantly different from what was applied for and approved on a development permit, the applicant must apply for a new development permit approval for the new proposal.

(11) In accordance with Section 8, the maximum size of an accessory building or structure shall not exceed 15% site coverage and shall also not exceed 111.48 m^2 (1,200 sq. ft.)

Also refer to *Section 5 – Setbacks from Easements; Section 11 – Street Corner Visibility; and Section 12 –Rear Lane Visibility.*

7. ACCESSORY USE – AIR CONDITIONERS

A freestanding exterior air conditioner must not be located less than 1.0 metre (3.3 ft.) from side and rear lot lines.

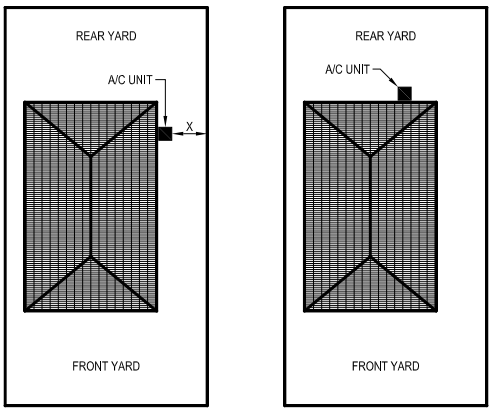
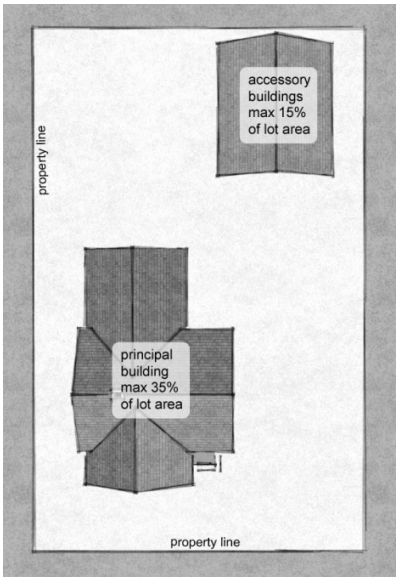


Figure 7.1
(image left) Air conditioner not permitted where 'x' is less than 1.0 m (3.3 ft.).
(image right) Preferred location in rear.

8. MAXIMUM SITE COVERAGE

Principal building	35%
Accessory buildings and structures	15% *
Total site coverage of all buildings	**50%**
* Maximum size of accessory buildings and structures not to exceed 111.48 m^2 (1,200 sq. ft.)	



Site Coverage means the percentage of the lot area which is covered by all buildings and structures on the lot.

Site Coverage, Principal means the percentage of the lot area which is covered by the principal building including any structure attached to the principal building by an open or enclosed roofed structure, including but not limited to attached garages, carports, verandas, covered balconies, covered decks, and porches.

Site Coverage, Accessory means the percentage of the lot area which is covered by the combined area of all accessory buildings and structures and includes uncovered decks.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

9. MINIMUM FLOOR AREA

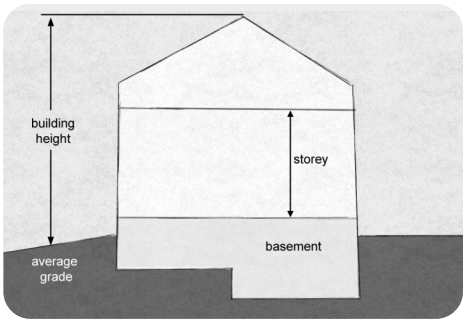
Dwelling type	Area (m^2)	Area (sq. ft.)
Dwellings established prior to July 30, 2024 Single detached dwellings – site built Single detached prefabricated Moved-in dwellings	74.3 m^2	800 sq. ft.
Dwellings established after to July 30, 2024 Single detached dwellings – site built Single detached prefabricated Moved-in dwellings	92.9 m^2	1000 sq. ft.
Single detached manufactured – single wide	74.3 m^2	800 sq. ft.
Single detached manufactured – double wide	74.3 m^2	800 sq. ft.
Duplex and semi-detached dwellings	69.7 m^2 / per unit	750 sq. ft. / per unit
Multi-family dwellings	55.7 m^2 / per unit	600 sq. ft. / per unit
All other uses	As required by the Municipal Planning Commission	

Floor Area means the sum of the gross horizontal area of the several floors and passageways of a building not including basements, attached garages and open porches.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

10. MAXIMUM BUILDING HEIGHT

Dwelling type	Height (metres)	Height (feet)
Single detached dwellings	10.1 m	33 ft.
Duplex and semi-detached dwellings	10.1 m	33 ft.
Accessory buildings	4.9 m	16 ft.
Accessory – garage with secondary suite above	7.5 m	25 ft.
All other uses	As required by the Municipal Planning Commission	



Building Height means the vertical distance between average grade and the highest point of a building excluding an elevator housing, a roof stairway entrance, a ventilating fan, skylight, steeple, chimney, smoke stack, fire wall or parapet wall, flagpole, or other similar structure.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

11. STREET CORNER VISIBILITY

On a corner lot, nothing shall be erected, placed, planted or allowed to grow in a manner which may restrict traffic visibility at street intersections, between 0.9 metre (3 ft.) and 3.0 metres (10 ft.) above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 6.1 metres (20 ft.) from the point of intersection. (see Figures 11.1 and 11.2)

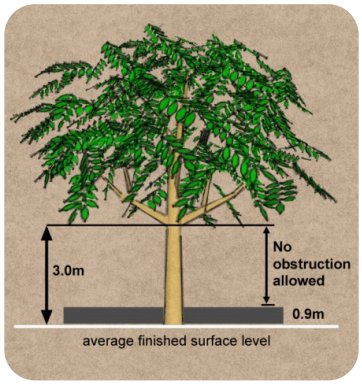


Figure 11.1

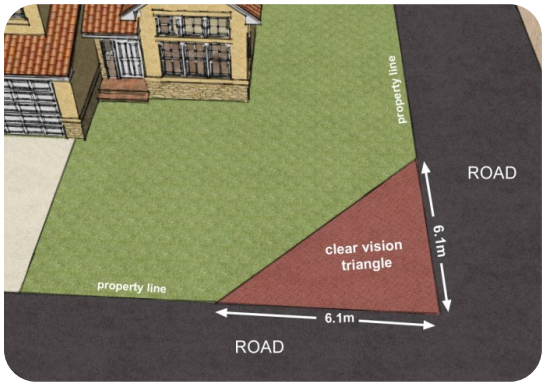


Figure 11.2

12. REAR LANE VISIBILITY

(1) The Municipal Planning Commission may impose conditions on a development to ensure that adequate visibility and safety of both pedestrians and vehicles is maintained for vehicles entering and exiting rear lanes.

(2) The Municipal Planning Commission may request that a minimum 1.5 metre (5 ft.) corner visibility triangle be provided for lots backing onto the intersection of a rear lane and public roadway. (see Figure 12.1)

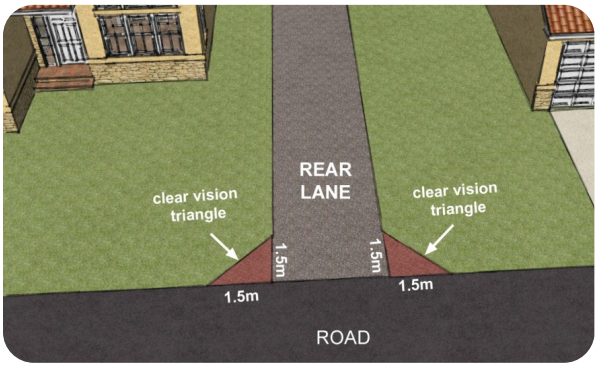


Figure 12.1

13. DRIVEWAYS

(1) Vehicular access for corner lots shall generally be limited to locations along the minor street or cul-de-sac.

(2) In residential districts where a subject property does not provide a side yard sufficient for a driveway, then one off-street parking pad may be permitted in the front yard to a maximum of 70% of lot frontage width.

(3) One a corner lot, only one front driveway per lot should be permitted for one unit residential developments, including single-wide and double-wide manufactured homes. Additional driveways and their locations will only be considered on a case-by-case basis by the Municipal Planning Commission.

(4) Driveways shall be a minimum of 3.0 metres (10 ft.) and a maximum of 70% of lot frontage width, unless otherwise approved by the Municipal Planning Commission on the basis of merit.

(5) Driveways shall be a minimum of 3.0 metres (10 ft.) from the entrance to a lane, and 4.6 metres (15 ft.) from the intersection of two public roadways. (see Figure 13.1)

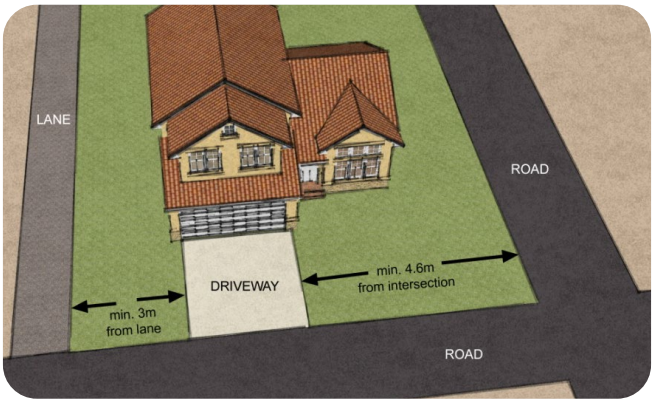


Figure 13.1

(6) Driveways, parking pads or hard surfaced areas (e.g. paving stones, sidewalks) that cover more than 25 percent of the total lot area require a development permit.

14. FENCES

(1) No fence, wall, hedge or any combination thereof shall extend more than 0.9 metres (3 ft.) above the ground in any front yard area as illustrated in Figure 20.1 without a development permit approved by the Municipal Planning Commission. (see Figure 14.1)

(2) Fences in the secondary front, rear and side yards shall be 1.8 metres (6 ft.) or less in height. (see Figure 14.1)

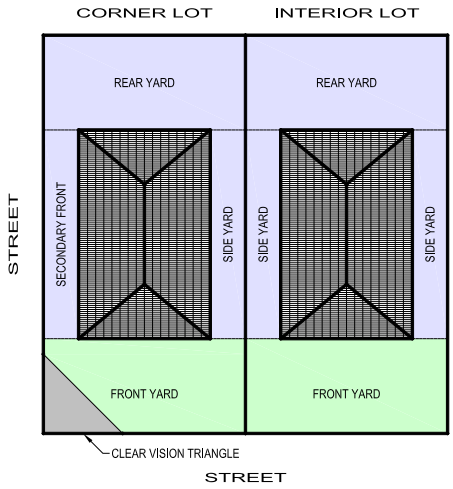


Figure 14.1

Fence Height Provisions

Green area = fence height 3 ft. or less

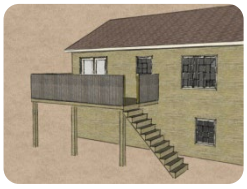
Blue area = fence height 6 ft. or less

(3) Where a permit is required, the Municipal Planning Commission may regulate the types of materials and colours used for a fence.

(4) Fences are prohibited from encroaching into municipal property, including roads, lanes and rights-of-way, unless permission is granted from the municipality.

(5) Existing fences that do not comply with the standards of this bylaw (non-conforming) must be brought into compliance at the time or repair or maintenance if 75% or more of the fence is being repaid, replaced or maintained.

15. DECKS AND AMENITY SPACES



(1) decks greater than 0.6 m in height require a permit.

(1) A development permit is required for the construction of a deck if it will be 0.6 metre (2 ft.) or greater in height.



(2) uncovered decks less than 0.6 m in height do not require a permit

(2) Uncovered decks that are less than 0.6 metre (2 ft.) in height, do not require a development permit provided they meet the minimum setback requirements for accessory buildings.



(3 & 4) covered decks are deemed part of the principal building

(3) All covered decks require a development permit.

(4) For the purposes of calculating site coverage requirements, where a structure is attached to the principal building by a roof structure (open or closed), it shall be deemed part of the principal building and subject to principal building requirements.

16. LANDSCAPING STANDARDS AND SCREENING

(1) The Municipal Planning Commission may impose landscaping or screening requirements on a development approval for a permitted or discretionary use if these would serve to improve the quality or compatibility of the proposed development.

(2) The front yard and corner side yard on corner lots shall be comprehensively landscaped, except for those areas occupied by sidewalks or driveways, to the satisfaction of the Municipal Planning Commission.

(3) Where any parcel or part of a parcel adjacent to a road is used for outdoor storage of goods, machinery, vehicles, buildings or waste materials, the Municipal Planning Commission may require satisfactory screening by buildings, fences, hedges, trees, berming or other landscaping features. (see Figure 16.1)

(4) Parking lots shall be landscaped and/or screened as required by the Municipal Planning Commission. (see Figure 16.1)

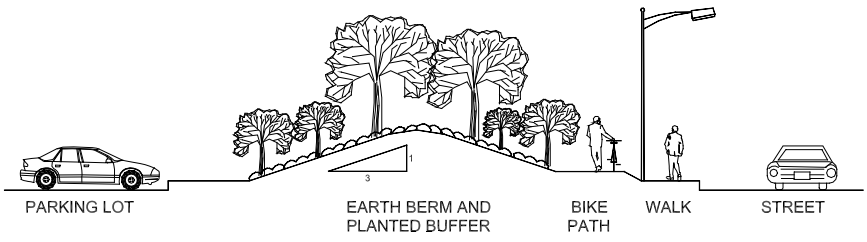
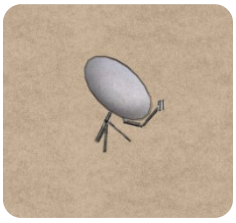


Figure 16.1

17. SATELLITE DISHES, RADIO AND TELEVISION ANTENNAE



Satellite dishes of 1.5 metres (5 ft.) or greater in diameter and radio and television antennae are accessory uses which require a development permit and are subject to the following:

(a) satellite or cable television dishes less than 1.5 metres (5 ft.) in diameter do not require a permit;

(b) a satellite dish, radio antenna or television antenna shall only be located in a rear yard or side yard which does not abut on a street subject to principal setbacks;

(c) no advertising shall be allowed on a satellite dish, radio antenna or television antenna;

(d) the illumination of a satellite dish, radio antenna or television antenna is prohibited.

18. RETAINING WALLS, GRADING AND DRAINAGE

The Municipal Planning Commission may require:

(a) the construction of a retaining wall, including submittal of a certified engineered design as a condition of development if significant differences in grade exist or will exist between the lot to be developed and adjacent parcels;

(b) the provision of engineered grading and drainage plans for the development;

(c) special grading and/or paving to prevent drainage problems with neighbouring lots as a condition of a development permit.

19. ROAD ACCESS

All new development must have access to a developed public road to the satisfaction of the Municipal Planning Commission.

20. EXTERIOR BUILDING FINISHES

The Municipal Planning Commission may require that specific finishing materials and colour tones be utilized to maintain the compatibility of any:

(a) proposed development with surrounding or adjacent developments;

(b) proposed additions or ancillary structures with existing buildings on the same lot.

21. EXPOSED FOUNDATIONS

The maximum allowable height above the average finished surface level of the surrounding ground of the exposed portion of a concrete or block foundation may be regulated by the Municipal Planning Commission.

22. SITE LIGHTING

Site lighting may be required as a condition of development and any such lighting shall be located, oriented and shielded so as not to adversely affect adjacent properties.

23. REFUSE COLLECTION AND STORAGE

(1) Refuse and garbage shall be kept in a suitably-sized enclosure for each use within each land use district.

(2) Refuse and garbage areas shall be effectively screened until such time as collection and disposal is possible.

(3) All refuse on any construction site shall be properly screened or placed in an approved enclosure until removed for disposal.

24. SERVICING

All development requiring servicing as deemed necessary by the municipality shall be required to connect to both the municipal water supply and sewerage system.

25. DEVELOPMENT AGREEMENTS

Where a development is proposed in any land use district which would require servicing and additional improvements beyond that which the municipality might normally supply, the Municipal Planning Commission shall require that a development agreement which would establish the responsibilities of each of the involved parties be entered into by the developer(s) and the municipality, registered by caveat against the title at the expense of the developer.

26. HAZARDOUS CHEMICAL STORAGE

The storage of bulk hazardous chemicals, as defined in the *Occupation Health and Safety Act*, shall not be permitted within the Village. The municipality is exempt from this section if the hazardous chemicals are required for public works, services or utilities carried out by or on behalf of the municipality or other public authorities and are stored on land which is publicly owned or controlled.

27. DEMOLITION

No person shall commence or cause to be commenced the removal, relocation, or demolition of any building or structure, or portion thereof, unless a removal, relocation or demolition permit has first been obtained from the authorized jurisdiction.

28. PARKING REQUIREMENTS

Off-Street Parking Area Requirements

(1) Parking areas shall be accessible, designed and delineated in a manner which will provide for orderly parking.

(2) Parking areas shall be constructed in a manner which will permit adequate drainage, snow removal, and maintenance.

(3) The Municipal Planning Commission may require that parking areas or portions thereof be paved.

(4) Off-street parking may be located in the front yard.

(5) In lieu of providing off-street parking, an owner of land to be developed may, subject to the approval of Municipal Planning Commission, pay to the municipality such amount of money on such terms as the Municipal Planning Commission considers reasonable in return for the equivalent public parking space to be provided by the municipality elsewhere in close proximity to the development.

(6) All parking spaces provided shall be on the same lot as the building or use, except that the Municipal Planning Commission may permit parking spaces to be on a lot within 152.4 metres (500 ft.) of the building or use if determined impractical to provide parking on the same lot with the building or use. Where such other parking space is provided, a caveat approved by the Municipal Planning Commission shall be registered against the lot.

Specific Requirements

(7) The following shall be used to calculate the off-street parking spaces required for a proposed development:

Use	No. of Stalls Required
Dwellings: Single detached (all types)	2 per dwelling unit
Duplex/semi-detached dwelling	2 per dwelling unit
Multi-family dwellings	*2* per dwelling unit
Bed & Breakfasts and secondary suites	1 in addition to dwelling requirements
All others	As required by the MPC

Loading Area Requirements

(8) All loading areas shall provide a doorway into a building sufficient to meet the needs of the use within the building.

(9) Each loading area shall be designed in such a manner that it will not interfere with convenient and safe pedestrian movement, traffic flow, or parking.

(10) The Municipal Planning Commission may consider a joint loading area for two or more uses if, in their opinion, such a loading area would facilitate orderly development or relieve congestion in the immediate area.

(11) The Municipal Planning Commission may require additional loading areas or doors if, in his or their opinion, such additional areas or doors are deemed necessary.

Notes: For detailed parking requirements for all districts – See *Schedule 4, Section 17 – Parking Requirements*

USE SPECIFIC STANDARDS

29. Prefabricated Dwellings
30. Moved-In Dwellings & Moved-In Buildings
31. Manufactured Dwellings
32. Manufactured Home Park Standards
33. Home Occupations
34. Bed and Breakfasts
35. Secondary Suites (Contained Within a Single-Detached Dwelling)
36. Secondary Suites (Detached Garage) Standards

- Small Wind Energy Systems – See Schedule 4
- Shipping Containers – See Schedule 4
- Solar Collectors – See Schedule 4
- Sign Regulations – See Schedule 5

29. PREFABRICATED DWELLINGS



Single-Detached Prefabricated Dwelling means a dwelling unit or portions of a dwelling unit that is built in a factory or portions of dwelling units that are built in a factory or location other than on the lot intended for occupancy. Single detached dwellings include the following: modular, ready-to-move and panelized. A new factory built structure that is manufactured in accordance with CSA and the Alberta Building Code, is transportable in one or more sections, and is used as a place for human habitation; but which is not constructed with a permanent hitch, chassis or other device allowing transport of the unit other than for the purpose of delivery to a permanent site. This definition does not include manufactured homes, park model recreational units, park model trailers or travel trailers. *See Schedule 6 for all Definitions.*

(1) Prefabricated dwellings shall be:

(a) new factory built construction that has not been previously lived in, CSA certified, and built to the Alberta Building Code; or

(b) in the case of ready-to-move dwellings, new construction that has not been previously lived in and built to the current Alberta Building Code.

(2) Colour photographs or plan elevations illustrating the exterior of the dwelling and a set of professional building plans illustrating the exterior design, floor plan, elevations, and foundation type of the home must accompany any development permit for a prefabricated dwelling.

(3) Prefabricated dwellings shall be placed on a conventional, permanent concrete foundation (either a basement foundation or slab-on-grade), unless otherwise approved by the Municipal Planning Commission.

(4) The design, character and appearance of the home shall be consistent with the intent of the land use district.

(5) The minimum roof pitch shall be at least 4/12.

(6) The Designated Officer or Municipal Planning Commission may impose conditions regulating the exterior finish and roofline to ensure compatibility of housing types within the land use district.

(7) As a condition of approval the Designated Officer or Municipal Planning Commission, at their discretion, may place other conditions on a development permit including the requirement that the developer provide landscaping, fencing, address drainage issues, or other such matters it considers necessary if, in the opinion of the Designated Officer or Municipal Planning Commission, they would serve to improve the quality or compatibility of any proposed development.

(8) The Designated Officer or Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum of $5000.00 to a maximum value of up to 50 percent of the assessed value of the building to ensure the conditions of the development permit for a principal building are met.

(9) The building, when completed, shall meet or exceed provincial building requirements.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

Notes: The suggested time limit for completion is 90 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

30. MOVED-IN DWELLINGS & MOVED-IN BUILDINGS



Moved-In Dwelling/Building means a conventional, previously occupied building which is physically removed from one site, transported and re-established on another site for use as a residence, but does not include modular dwellings, manufactured homes, prefabricated dwellings or ready-to-move dwellings.

All moved-in buildings shall comply with the following:

(1) Every application to relocate a building shall be accompanied by:

(a) details of the purpose for which it is to be used;

(b) details of the building's size, age and structural condition;

(c) a minimum of four (4) recent colour photographs showing all sides of the building;

(d) a plan of the proposed site showing the future location of the building;

(e) a report from a qualified building inspector or engineer that the building meets, or can be readily renovated to meet or exceed Alberta Safety Codes Act.

(2) The building and the land upon which it is to be located shall be subject to all conditions and regulations specified for the particular land use district set out in the Land Use Bylaw.

(3) Any costs incurred for building inspections prior to the issuance of a development permit shall be at the expense of the applicant.

(4) The building, when completed, should meet or exceed Alberta Safety Codes Act.

(5) The building should comply with all provincial and municipal health and fire regulations.

(6) The quality of the completed building shall be equal to or better than the quality of the other buildings in the area.

(7) The Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum of 50 percent of the estimated value of the structure or $5,000.00, whichever is greater, to ensure the conditions of the development permit are met **and that municipal infrastructure is not damaged during relocation of the building to the subject parcel. If the cost to complete the work in the conditions of approval is greater than the cash deposit, construction may be completed by the Village and additional costs may be charged against the property taxes.**

(8) Return of the posted bond or irrevocable letter of credit is contingent on the Designated Officer or Municipal Planning Commission verifying the completion of all the conditions of this schedule and the development permit.

(9) A copy of the occupancy permit shall be submitted to the Village office prior to occupancy.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

(11) The requirements of the building shall be established by the Municipal Planning Commission at the time of approval of the application and shall form a part of the conditions of the development permit. The Municipal Planning Commission shall impose conditions it deems necessary for the applicant to be required to replace the exterior finishing (roof, siding, soffits, fascia, eves, window trim, paint) windows, doors, with new materials and to provide landscaping, drainage or other aspects of the development.

Notes: The suggested time limit for completion is 90 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

31. MANUFACTURED DWELLINGS



Single-Detached Manufactured Dwelling means a dwelling unit conforming to CSA standards and/or the Alberta Building Code designed for transportation after fabrication, whether on its own wheels or a trailer, and which arrives at the site where it is to be occupied as a dwelling, complete and ready for occupancy (except for incidental operations such as placing the building on an acceptable foundation). For the purposes of this bylaw, manufactured dwellings do not include prefabricated dwellings, moved-in dwellings, park model recreational units, park model trailers or travel trailers. *See Schedule 6 for all Definitions.*

(1) Eligible manufactured dwellings include:

(a) new CSA approved factory built units;

(b) used CSA approved factory built units in a good state of repair, as determined by the Designated Officer or Municipal Planning Commission, that were manufactured within the last 10 years;

(2) Any application for a development permit to locate a used manufactured home shall include:

(a) no less than four (4) recent colour photographs showing all four (4) sides of the complete exterior of the structure;

(b) an inspection report by a building inspector, prepared at the applicant's expense, to determine the unit's stability in terms of its appearance, state of repair and other pertinent features;

(c) documentation demonstrating the age of the manufactured home; and

(d) the home's CSA, model, and serial numbers.

(3) All manufactured homes must be placed on continuous concrete or concrete block foundations capable of supporting the maximum anticipated load in conformity with provincial legislation and federal regulations unless otherwise approved by the Municipal Planning Commission.

(4) The Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum $5000.00 to a maximum value of up to 50 percent of the assessed value of the building to ensure the conditions of the development permit are met.

(5) The maximum height of the exposed portion of a concrete block foundation shall be not more than 0.6 metre (2 ft.) above the average finished grade level of the surrounding ground. Any portion of a concrete block foundation above grade shall be parged unless otherwise finished with an approved material.

(6) All manufactured dwellings shall be skirted in compatible materials and satisfactorily enclosed to the satisfaction of the Designated Officer or Municipal Planning Commission.

(7) All manufactured home additions shall be of a design and finish which will complement the unit.

(8) The yard area of each lot shall be developed and landscaped.

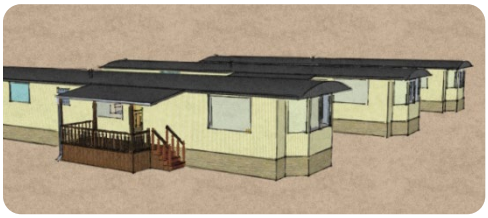
(9) Any wheels, hitches or other running gear shall be removed from the manufactured dwelling immediately after the placement of the home.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

(11) Every manufactured dwelling shall be anchored/affixed to foundations in conformity with CSA standards.

Notes: The suggested time limit for completion is 120 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

32. MANUFACTURED HOME PARK STANDARDS



Prior to the issuance of a development permit for a manufactured home park, the Development Authority shall receive and adopt by resolution a comprehensive plan for the park. A comprehensive plan shall be in accordance with, but not necessarily limited, the following:

Application Requirements for a Manufactured Home Park

(1) A scaled site plan shall be submitted showing the manufactured home park and its immediate surroundings. The site plan shall indicate, among other things, the mix of single-wide and double-wide manufactured dwelling lots, lot size dimensions, street and pavement widths, parking stalls, location of service buildings, storage compound, playground and walkway system.

(2) A utility plan based on the site plan shall be submitted. The utility plan shall indicate the location of all utilities necessary for the provision of the following services to the area to be developed including: water supply, sanitary sewer, storm sewer, power, natural gas, telephone, cable television, street lighting. The sizing and specifications of all utilities shall be determined in consultation with the Village's Public Works Department and the respective utility companies or agencies.

(3) A layout plan showing typical manufactured home lots shall be submitted and indicate typical arrangement of manufactured dwellings. The layout plan shall also indicate parking areas and landscaping of the lot.

(4) A detailed landscaping plan shall be submitted and illustrate the types of tree planting and ground cover for internal buffer strips, open space and playground areas, irrigation layout, all dwelling lots, and entrances to the park.

Aesthetics and Overall Appearance

(5) The manufactured home park shall incorporate detailed aesthetic considerations such as:

- (a) substantial landscaping design of the entire park in general, and of individual sites in particular;
- (b) treatment of both indoor and outdoor communal areas;
- (c) high-quality design of street furniture such as lamp standards, garbage bins, benches, street signs and accessories of this nature.

Density

(6) The design of the park shall be such that the net site density of the park does not exceed 20 units per hectare (8 units per acre).

Open Space Requirements

(7) A minimum of 10 percent of the manufactured home park area shall be developed for park use for the enjoyment of the inhabitants. The Municipal Planning Commission may require the open space include the following:

(a) a playground for younger children;

(b) benches and a walkway for passive recreation.

Servicing Requirements

(8) A qualified engineer shall be engaged at the expense of the developer to consult with the Village and utility companies to arrive at a design for all interior servicing, including roads, drainage, grading, sewer, water, natural gas, telephone, electrical and fire protection.

(9) All on-site servicing shall be built to the standards and requirements of the Village of Champion and any applicable utility companies.

(10) Utility easements as required shall be provided within the site, and reasonable access to these easements shall be granted to the Village Public Works Department and utility companies for the installation and maintenance of services as required.

Internal Roads

(11) Roads shall be provided in the manufactured home park to allow access to individual lots within the park and to other facilities where access is required.

(12) These roads shall be privately owned and maintained and form part of the common area.

(13) The street system shall be designed to be compatible with existing municipal street and public utility systems.

(14) Dead end roads shall be discouraged; however, where design alternatives are not available, a minimum 16.5 metre (54.1 ft.) radius shall be provided for vehicle turn-around purposes.

(15) A minimum right-of-way of 12.2 metres (40 ft.) is required for all roads within the manufactured home park.

Additions to Manufactured Dwellings

(16) Any addition to a manufactured dwelling shall be of a design and finish which will complement the manufactured dwelling unit and the neighbouring units in the vicinity.

(17) Additions shall be located to the rear or side of the dwelling only. Where any lot has more than one front yard line, the front yard requirements shall apply to one yard only and additions may be permitted in the other front yard.

(18) Additions shall not exceed 30 percent of the floor area of a manufactured dwelling.

Storage Compound

(19) The Municipal Planning Commission may require the developer of the home park to provide, within the park, an area to accommodate the storage of recreational vehicles such as, but not limited to motor boats and travel trailers.

(20) The storage compound shall be screened by fences, trees, landscape features or a combination thereof, to the satisfaction of the Municipal Planning Commission, and shall be maintained in good repair.

Landscaping Standards

(21) The Municipal Planning Commission may require the developer of the home park to provide a landscaping plan detailing the location, number and type of trees and other vegetation that shall be planted within the home park.

Siting Criteria

(22) The following distances must be observed in located a structure within a designated manufactured home park:

(a) a minimum of 1.5 metres (5 ft.) must separate the manufactured dwelling from the single-detached manufactured dwelling lot lines (front, rear, and side yards) except as provided for in a comprehensive plan;

(b) a minimum of 5.5 metres (18 ft.) (side yard) open space must separate individual manufactured dwelling (driveways, garages and open porches are allowable in this space);

(c) the distance between a manufactured dwelling and an abutting common area such as a paved street or walkway or public parking shall be 3.7 metres (12 ft.);

(d) all open porches, garages and accessory buildings shall be setback a minimum 4.6 metres (15 ft.) from the front lot line;

(e) accessory buildings may be located 1.5 metres (5 ft.) from the manufactured dwelling side lot line, provided structures on the adjoining parcel are 3.0 metres (10 ft.) away;

(f) accessory buildings may be permitted with a zero lot line setback, provided they are located on the same side of a manufactured home unit with a zero lot line placement, and it is in conjunction with an approved comprehensive plan;

(g) covered decks and porches (walls, roof, etc.) shall be considered part of the principal building and must meet the stipulated setbacks for the dwelling;

(h) decks must only be located in the wider side yard.

Anchoring of Manufactured Dwellings

(23) Every manufactured dwelling shall be anchored in conformity with CSA standards.

Park Maintenance / Storage Uses

(24) The design of the park shall include an area or accessory building for the use of park maintenance and storage uses to be constructed for the care and maintenance of the park.

33. HOME OCCUPATIONS

Intent

The intent of this section is to provide regulations respecting home occupation in accordance with the following objectives:

(a) to protect residential areas and districts from incompatible non-residential land uses;

(b) to ensure that commercial and industrial uses are located in appropriate commercial or industrial districts;

(c) to facilitate, where appropriate, the establishment of suitable home occupations as a means to foster small-scale business, while ensuring such businesses are relocated to suitable commercial or industrial districts when they become incompatible with a residential area or become unsuitable as a home occupation.

Home occupations may be approved under the following classifications:

Home Occupation 1 – a home-based occupation that involves the establishment of a small-scale business incidental to the primary use of the residence and which does not involve:

(a) outdoor storage and/or display of goods;

(b) non-resident employees; and/or

(c) customer/client visits to the residence.

Home Occupation 2 – a home-based occupation involving the establishment of a small-scale business incidental to the primary use of the residence that does not meet the criteria for a Home Occupation 1 and which may involve:

(a) the use of an accessory building;

(b) outdoor storage and/or display of goods within the residence or accessory building;

(c) one non-resident employee; and/or

(d) customer visits.

Note: Bed and breakfast operations and home-based day care providing care and supervision for periods of less than 24 consecutive hours to not more than seven children are similar to a Home Occupation 2 but are deemed separate uses in compliance with the applicable standards.

General Standards

The following standards apply to Home Occupations 1 and 2:

(1) The business operator must be a full-time resident of the home.

(2) No variation in the residential character and appearance of the dwelling, accessory building, or land shall be permitted.

(3) The use shall not generate more vehicular or pedestrian traffic and vehicular parking than normal within the district.

(4) No commercial vehicle of a capacity greater than 907 kg (1 ton) shall be parked or maintained on a public road right-of-way or lane.

(5) No offensive noise, vibration, electrical interference, smoke, dust, odours, heat or glare shall be produced by the use.

(6) No use shall cause an increase in the demand placed on any one or more utilities (water, sewer, garbage, etc.) such that the combined total consumption for a dwelling and its home occupation exceed the normal demand for residences in the area.

(7) No use requiring electrical or mechanical equipment shall cause a fire rating change in the structure or the district in which the home occupation is located.

(8) All permits issued for home occupations shall be subject to the conditions that the permit may be revoked at any time, if, in the opinion of the Municipal Planning Commission, the use is or has become detrimental to the residential character or the amenities of the neighbourhood.

(9) Home occupations shall not include:

(a) activities that use or store hazardous materials;

(b) any use that would, in the opinion of the Municipal Planning Commission, materially interfere with or affect the use, enjoyment or value of neighbouring properties;

(c) any use declared by resolution of Council to be undesirable as a home occupation.

(10) Only one home occupation shall be permitted per dwelling.

(11) Signage advertising a Home Occupation 1 is limited to one sign located in the structure window up to a maximum of 0.4 m^2 (4 sq. ft.) in size. Signage advertising a Home Occupation 2 shall be as approved by the Municipal Planning Commission.

(12) The development permit for the use shall be valid only for the period of time the property is occupied by the applicant for such approved use.

Home Occupation 2 Standards

In addition to the general standards, the following standards shall apply to Home Occupation 2 permits:

(13) A maximum of one non-resident employee is allowed. For the purposes of this provision, a non-resident employee is someone who does not live at the home.

(14) Outdoor storage shall be screened from adjacent properties and the public view.

(15) Customer and employee parking, in addition to the parking requirements for residential use, may be required.

(16) The number of customer visits and hours of operation may be limited by the Municipal Planning Commission to minimize impacts on surrounding residential uses.

(17) The home occupation shall not be permitted if, in the opinion of the Municipal Planning Commission, the use would be more appropriately located within a commercial or industrial district.

34. BED AND BREAKFASTS



Bed and Breakfast means an accessory single detached residential use which provides short-term accommodation, generally not exceeding one week to the travelling public, tourists or members of the general public with or without meals.

(1) Parking requirements: one (1) off-street parking stall per guest room.

(2) Bed and Breakfast accommodation shall be an incidental and subordinate use to the principal use and restricted to the dwelling unit, and:

(a) advertising may only be permitted in compliance with Section 33(11) of this schedule, the same as a Home Occupation 2 use;

(b) alterations to the principal building may be permitted but shall not change the principal character or external appearance of the principal building;

(c) an approved development permit will remain in effect, provided the intensity of use does not increase and all requirements of the development permit have been satisfied;

(d) a development permit does not exempt compliance with health regulations or any other provincial and municipal requirements;

(e) employees working in the business shall be limited to the residents of the dwelling unit;

(f) the accommodation shall be limited to a maximum of two (2) guest rooms and a maximum of four (4) guests in addition to the permanent residents;

(g) a development permit is based solely on the location of use. If a permit holder relocates within the municipality, the person must apply for a development permit to continue the use from the new location;

(h) accommodation for each group of guests shall be for a maximum of 14 consecutive days;

(i) guest rooms shall not be permitted to contain cooking or kitchen facilities;

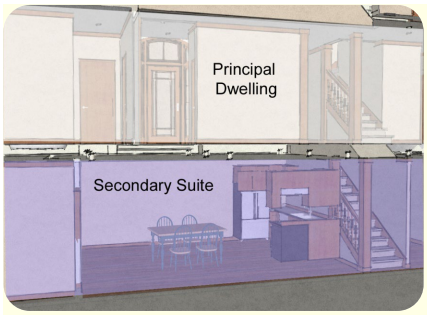
(j) meals may be provided to registered guests only and meals for guests shall be prepared in the common kitchen of the principal residence;

(k) one off-street parking space is required for each guest room in addition to the off-street parking requirements for the dwelling;

(l) the applicant shall be responsible for compliance with the Alberta Health “Bed and Breakfast” Health Standards and Guidelines and the Alberta Building Code requirements for Bed and Breakfast accommodations;

(m) the issuance of a development permit in no way exempts the applicant from obtaining any other Provincial approvals that may be required.

35. SECONDARY SUITES (CONTAINED WITHIN A SINGLE-DETACHED DWELLING)



Example of basement suite

Secondary Suite means a development consisting of an ancillary dwelling unit located within, and accessory to, a structure in which the principal use is a single detached dwelling or in conjunction with an approved detached garage.

Secondary Suite General Standards

(1) A secondary suite shall have cooking facilities, food preparation area, sleeping and sanitary facilities, which are physically separate from those of the principal dwelling within the structure. A Secondary Suite shall also have an entrance separate from the entrance to the principal dwelling, either from a common indoor landing or directly from the side or rear of the structure.

(2) A secondary suite shall be restricted to a lot occupied by a single-detached dwelling. A secondary suite is prohibited from being constructed within or in conjunction with a duplex, semi-detached dwelling, multi-attached dwelling or apartment housing.

(3) All secondary suites developed after December 31, 2006, shall comply with all Alberta Building Code requirements, including separate heating/ventilation systems for each dwelling unit. Pre-existing suites developed prior to December 31, 2006, must meet the requirements of the Alberta Fire Code.

Secondary suites shall comply with the following regulations:

(4) The maximum floor area of the secondary suite shall be as follows:

(a) in the case of secondary suite located completely below the first storey of a single detached dwelling (other than stairways or a common landing), the floor area (excluding the area covered by stairways) shall not exceed the floor area of the first storey of the associated principal dwelling;

(b) in the case of a secondary suite developed completely or partially above grade, the floor area (excluding the area covered by stairways) shall not exceed 40 percent of the total floor area above grade of the building containing the associated principal dwelling.

(5) A secondary suite (contained with a single-detached dwelling) shall remain accessory to and subordinate to the single-detached dwelling and shall not exceed the floor area of the principal dwelling and shall have a minimum floor area not less than 30 m^2 (322.93 sq. ft.).

(6) A secondary suite shall be developed in such a manner that the exterior of the principal building containing the secondary suite shall appear as a single dwelling.

(7) Only one secondary suite may be developed in conjunction with a principal dwelling. A secondary suite (contained with a single-detached dwelling) shall not be approved if there is a secondary suite (detached garage) approved on the lot.

(8) A secondary suite shall not be developed within the same principal dwelling containing a Home Occupation 2, unless it is proven to the satisfaction of the Municipal Planning Commission that the amount of traffic generated is limited and adequate parking is available without adversely affecting the neighbourhood.

(9) The secondary suite shall not be subject to separation from the principal dwelling through a condominium conversion or subdivision.

(10) The secondary suite shall have full utility services through service connections from the principal dwelling unit.

(11) Development of a secondary suite shall adhere to the Alberta Building Code and Alberta Fire Code as a condition of approval.

(12) Parking requirements: one (1) off-street parking stall per secondary suite (in addition to regular residential requirements).

36. SECONDARY SUITES (DETACHED GARAGE) STANDARDS

(1) For a suite above a detached garage, the maximum height to roof peak of the garage shall be 7.5 metres (25 ft.).

(2) A secondary suite (detached garage) shall have an entrance separate from the entrance to the garage, either from a common indoor landing or from the exterior of the structure.

(3) In no instance shall two separate accessory buildings be developed on a single site where one is a detached garage and the other contains a secondary suite above another detached garage.

(4) A secondary suite (detached garage) shall only be permitted on lots with lanes.

(5) A secondary suite shall not be located within a garage unless a single-detached dwelling is already erected on the site.

(6) One on-site parking space shall be provided for each secondary suite.



(7) A secondary suite (detached garage) shall remain accessory to and subordinate to the single-detached dwelling and shall not exceed 72.8 m^2 (784 sq. ft.), and have a minimum floor area of 29.73 m^2 (320 sq. ft.). Shared mechanical rooms and common areas shall be excluded from the floor area calculation of the secondary suite.

(8) The maximum lot coverage of a secondary suite (detached garage) shall be limited to the area as stipulated for an accessory building for the applicable land use district.

(9) A secondary suite in conjunction with a detached garage shall be located a minimum of 3.05 metres (10 ft.) from the principal dwelling unit and 1.5 metres (5 ft.) from a side or rear property line.

(10) A secondary suite (detached garage) shall be located on the upper floor of the garage and the main (grade) floor shall be restricted for garage/accessory use. The building must be utilized as a functional garage/accessory building for purposes incidental to the single unit dwelling with a functional overhead garage door installed and cannot be used for additional living space.

(12) A secondary suite (detached garage) may only be approved if it is verified that it can be constructed on a foundation of strip footings and concrete walls, concrete piers set below frost level, or other suitable foundation in accordance with the Alberta Building Code.

(13) Only one secondary suite may be developed in conjunction with a principal dwelling. A secondary suite (detached garage) may not be approved if there is a secondary suite (contained within a single detached dwelling) on the same lot.

36. DEVELOPMENT NOT REQUIRING A PERMIT – See Schedule 3

37. STANDARDS OF DEVELOPMENT – See Schedule 4

38. SIGN REGULATIONS – See Schedule 5

39. DEFINITIONS – See Schedule 6

RESIDENTIAL SMALL HOME LOT – RSHL



INTENT:

To accommodate quality residential small (tiny) home development on serviced lots with specific criteria standards in areas deemed to be compatible for such uses, and sited in an economical, orderly, and attractive manner, while excluding mobile/trailer type of similar uses.

1. PERMITTED AND DISCRETIONARY USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses in conjunction with a permitted use
Dwelling:
Small/Tiny - Single Detached Site-Built
Home Occupation 1[1]
Solar Collector – roof or wall mount

(3) Prohibited Uses

Shipping Containers - permanent
Any use which is not listed as either a Permitted or Discretionary Use or is not ruled to be Similar to a Permitted or Discretionary Use in accordance with Schedule 1, Section 24, is a Prohibited Use.

(2) Discretionary Uses

Accessory Buildings, Structures and Uses in conjunction with a discretionary use
Dwelling:
Single Detached Moved-In[2]
Single Detached Prefabricated[3]
Home Occupation 2[4]
Moved-In Building[5]
Shipping Container - temporary
Sign – for Home Occupation
Small Wind Energy System – Type A[6]
Solar Collector – freestanding
Utility

Notes:

[1] See Section 33
[2] See Section 30
[3] See Section 29
[4] See Section 33
[5] See Section 30
[6] See Schedule 4

2. MINIMUM LOT SIZE

	Width		Length		Area	
Use	**m**	**ft.**	**m**	**ft.**	**m^2**	**sq. ft.**
Single detached dwellings (site built, moved-in & prefabricated)	10.06	33	30.5	100	306.5	3300
All other uses	As required by the Municipal Planning Commission					

3. MINIMUM SETBACK REQUIREMENTS – PRINCIPAL

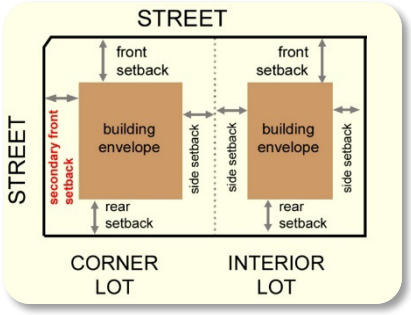
	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
Use	**m**	**ft.**	**m**	**ft.**	**m**	**ft.**	**m**	**ft.**
Single detached dwellings	7.62	25	3.05	10	1.2	4	7.62	25
All other uses	As required by the Municipal Planning Commission							

See Schedule 6 – Definitions

(1) **Secondary Front (formerly 'Corner Side')** means the lot line on a corner lot that has road frontage but is not the lot line from which primary access or development to the building is gained.

(see Figure 3.1)

Figure 1





(2) prefabricated dwelling requirements

(2) Single detached prefabricated and moved-in detached dwellings developed and sited in a like manner shall be treated as conventional single detached dwellings by the Municipal Planning Commission and subject to the same setback requirements stipulated in Section 3 of this Schedule.

(3) Also refer to Section 5, *Setbacks from Easements*; Section 11, *Street Corner Visibility*; and Section 12, *Rear Lane Visibility*.

(4) Structures that are attached to a principal building are subject to the principal setbacks, except those which are allowed in Section 4.



(6) covered porch setbacks



(6,7, & 8) varied setbacks may be required

(5) Any covered porch shall be considered part of the principal building in the determination of principal setbacks.

(6) The Municipal Planning Commission may consider minor waivers to the building setback requirements in a well-established residential area if, in the opinion of the Municipal Planning Commission, the proposed setback blends in with the prevailing yard pattern.

(7) The Municipal Planning Commission may require varied building setbacks in new residential areas if, in their opinion, the variation in setbacks will enhance the development of that area.

(8) The Municipal Planning Commission may require increased building setbacks (other than those listed above) if, in their opinion, such setbacks would:

(a) help avoid land use conflicts;

(b) enhance the appearance of the area.

4. PERMITTED PROJECTIONS INTO SETBACKS



(a) unenclosed steps



(b) wheelchair ramp



(e) landscaping, fish ponds & flag poles

(1) The following features may, subject to the relevant provisions of Safety Codes, project into the required setbacks under this Bylaw;

(a) unenclosed steps or unenclosed fire escapes not to exceed 0.6 metre (2 ft.) into a side setback or 2.4 metres (8 ft.) into a front or rear setback;

(b) a wheelchair ramp at the discretion of the Municipal Planning Commission;

(c) fences or walls in accordance with Section 14;

(d) driveways, curbs and sidewalks;

(e) landscaping, fish ponds, ornaments, flagpoles [less than 4.6 metres (15 ft.) in height], or other similar landscaping features; and

(f) signs, in accordance with Schedule 5.



(a) cornice



(b) balcony



(a & c) bay window & chimney

(2) The portions of and attachments to a principal building which may project over a setback are as follows:

(a) eaves, belt courses, bay windows, cornices, sills or other similar architectural features may project over a side or rear setback a distance not to exceed one-half of the width of the smallest setback required for the site and over a front setback a distance not to exceed 1.2 metres (4 ft.);

(b) an uncovered balcony, cantilever, or other similar feature may project over a side or rear setback a distance not to exceed one-half of the width of the smallest setback required for the site;

(c) a chimney which is not more than 1.2 metres (4 ft.) wide and projects not more than 0.3 metre (1.0 ft.) into a rear or side setback.

5. EASEMENTS

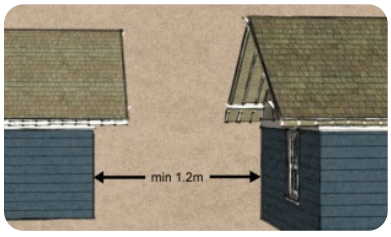


All buildings shall not be located over top of an easement unless otherwise permitted.

6. ACCESSORY BUILDINGS AND STRUCTURES

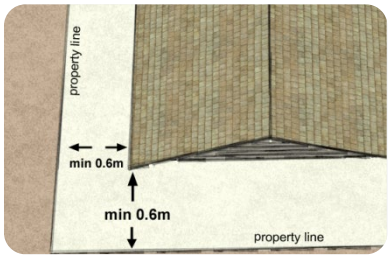
(1) Minimum setbacks for accessory buildings are as follows:

Front Yard		Side Yard		Rear Yard	
m	**ft.**	**m**	**ft.**	**m**	**ft.**
same as principal building		1.2	4	1.2	4



(2) minimum distance 1.2 metres (4 ft.)

(2) Accessory buildings shall be separated and located at least 1.2 metres (4 ft.) from the principal building.



(3) min. distance 0.6 m for eaves

(3) Accessory buildings shall be constructed such that eaves shall be no closer than 0.6 metres (2 ft.) from a side lot line or rear lot line and all drainage is conducted to the appropriate storm drain via the applicant's own property.


(4) no accessory buildings in the front yard

(4) Accessory buildings or structures **shall not** to be located in the front yard in relation to the principal building.

(5) Not more than two separate Accessory buildings are permitted on a lot, and their combined area must not exceed the maximum site coverage requirement.

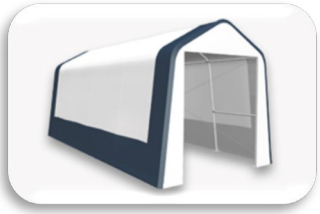


(6) Quonsets, quonset-style buildings or semicircular metal structures **shall not** be permitted as accessory buildings in the Residential Small Lot – RSHL land use district.

Quonset or quonset-style building means a structure made from metal having a semicircular roof and/or cross section and end walls. See example of a Quonset-style building (left).

(7) Garages must have a minimum 3/12 pitch roof and be finished with siding, eaves, soffits and gutters.

(8) All portable garages (fabric buildings) and storage structures shall require a development permit.



(9) Portable garages (fabric buildings) and storage structures are to be considered as permanent accessory buildings or structures and must meet the required setbacks, maximum height, maximum site coverage and other applicable standards of the bylaw.

(10) In instances where prior permits have been issued for separate accessory buildings or structures on a parcel but the construction or conditions pertaining to those permits have not been completed, the Development Authority shall not issue a new permit for additional accessory buildings or structures until the conditions of the outstanding permit have been completed.

(11) If an accessory building or structure is to be altered or changed from what was applied for and approved on a development permit, the applicant must withdraw in writing and forfeit the approved permit before applying for and receiving a new development permit for the new proposal.

Also refer to *Section 5 – Setbacks from Easements; Section 11 – Street Corner Visibility; and Section 12 –Rear Lane Visibility.*

7. ACCESSORY USE – AIR CONDITIONERS

A freestanding exterior air conditioner must not be located less than 0.6 metre (2.0 ft.) from side and rear lot lines.

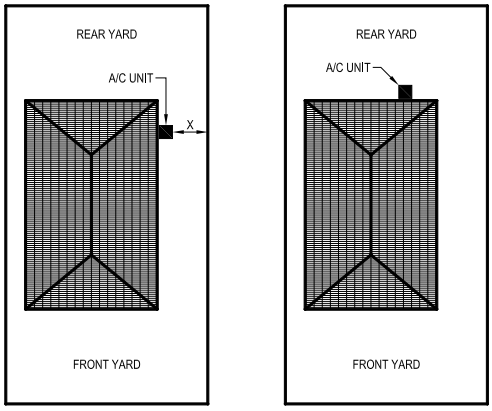
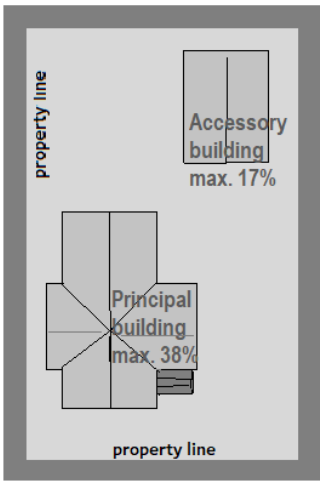


Figure 7.1
(image left) Air conditioner not permitted where 'x' is less than 0.6 m (2.0 ft.).
(image right) Preferred location in rear.

8. MAXIMUM SITE COVERAGE

Principal building	38%
Accessory buildings and structures	17%
Total site coverage of all buildings	**55%**



Site Coverage means the percentage of the lot area which is covered by all buildings and structures on the lot.

Site Coverage, Principal means the percentage of the lot area which is covered by the principal building including any structure attached to the principal building by an open or enclosed roofed structure, including but not limited to attached garages, carports, verandas, covered balconies, covered decks, and porches.

Site Coverage, Accessory means the percentage of the lot area which is covered by the combined area of all accessory buildings and structures and includes uncovered decks.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

9. MINIMUM FLOOR AREA

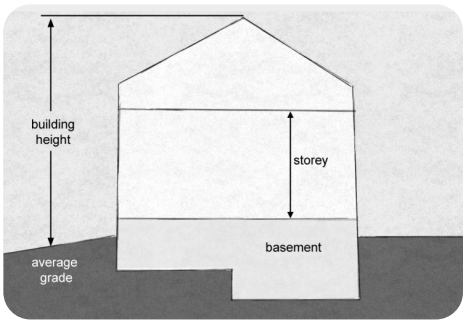
Dwelling type	Area (m^2)	Area (sq. ft.)
Single detached dwellings – site built Single detached prefabricated Moved-in dwellings	37.2 m^2	400 sq. ft.
All other uses	As required by the Municipal Planning Commission	

Floor Area means the sum of the gross horizontal area of the several floors and passageways of a building not including basements, attached garages and open porches.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

10. MAXIMUM BUILDING HEIGHT

Dwelling type	Height (metres)	Height (feet)
Single detached dwellings	10.1 m	33 ft.
Accessory buildings	6.1 m	20 ft.
All other uses	As required by the Municipal Planning Commission	



Building Height means the vertical distance between average grade and the highest point of a building excluding an elevator housing, a roof stairway entrance, a ventilating fan, skylight, steeple, chimney, smoke stack, fire wall or parapet wall, flagpole, or other similar structure.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

11. STREET CORNER VISIBILITY

On a corner lot, nothing shall be erected, placed, planted or allowed to grow in a manner which may restrict traffic visibility at street intersections, between 0.9 metre (3 ft.) and 3.0 metres (10 ft.) above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 6.1 metres (20 ft.) from the point of intersection. (see Figures 11.1 and 11.2)

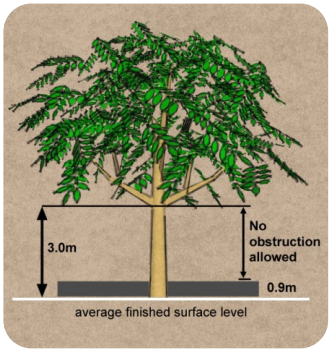


Figure 11.1

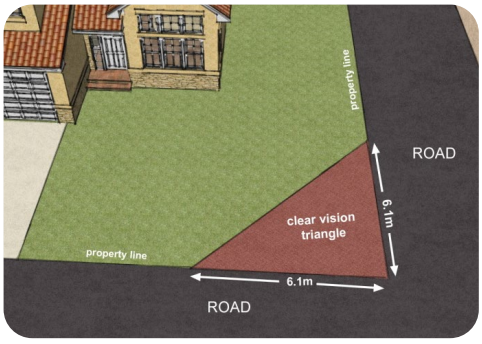


Figure 11.2

12. REAR LANE VISIBILITY

(1) The Municipal Planning Commission may impose conditions on a development to ensure that adequate visibility and safety of both pedestrians and vehicles is maintained for vehicles entering and exiting rear lanes.

(2) The Municipal Planning Commission may request that a minimum 1.5 metre (5 ft.) corner visibility triangle be provided for lots backing onto the intersection of a rear lane and public roadway. (see Figure 12.1)

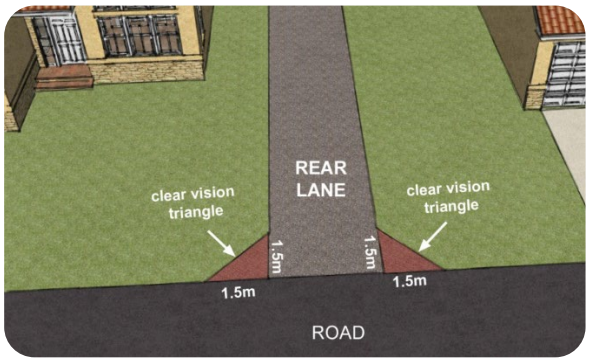


Figure 12.1

13. DRIVEWAYS

(1) Vehicular access for corner lots shall generally be limited to locations along the minor street or cul-de-sac.

(2) In residential districts where a subject property does not provide a side yard sufficient for a driveway, then one off-street parking pad may be permitted in the front yard to a maximum of 70% of lot frontage width.

(3) One a corner lot, only one front driveway per lot should be permitted for one unit residential developments, including single-wide and double-wide manufactured homes. Additional driveways and their locations will only be considered on a case-by-case basis by the Municipal Planning Commission.

(4) Driveways shall be a minimum width of 3.0 metres (10 ft.) and a maximum of 70% of lot frontage width, unless otherwise approved by the Municipal Planning Commission on the basis of merit.

(5) Driveways shall be a minimum of 3.0 metres (10 ft.) from the entrance to a lane, and 4.6 metres (15 ft.) from the intersection of two public roadways. (see Figure 13.1)

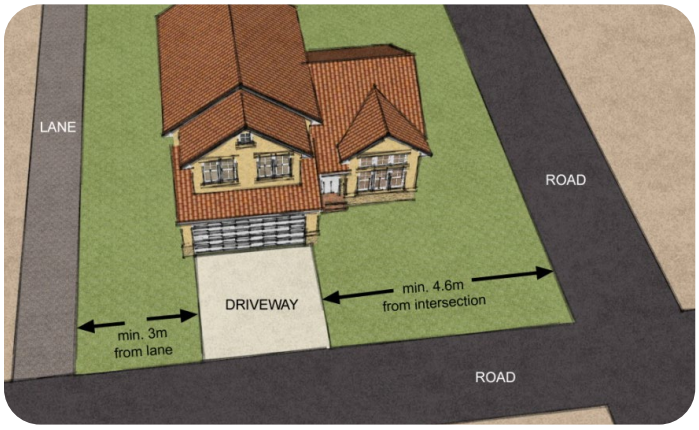


Figure 13.1

(6) Driveways, parking pads or hard surfaced areas (e.g. paving stones, sidewalks) that cover more than 25 percent of the total lot area require a development permit.

14. FENCES

(1) No fence, wall, hedge or any combination thereof shall extend more than 0.9 metres (3 ft.) above the ground in any front yard area as illustrated in Figure 20.1 without a development permit approved by the Municipal Planning Commission. (see Figure 14.1)

(2) Fences in the secondary front, rear and side yards shall be 1.8 metres (6 ft.) or less in height. (see Figure 14.1)

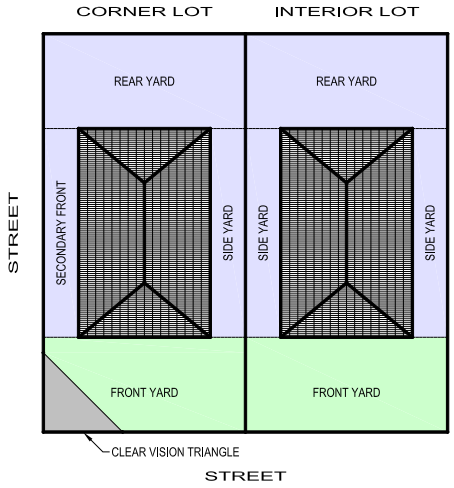


Figure 14.1

Fence Height Provisions

Green area = fence height 3 ft. or less

Blue area = fence height 6 ft. or less

(3) Where a permit is required, the Municipal Planning Commission may regulate the types of materials and colours used for a fence.

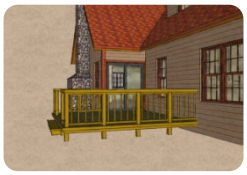
(4) Fences are prohibited from encroaching into municipal property, including roads, lanes, and rights-of-way, unless permission is granted from the municipality.

(5) Existing fences that do not comply with the standards of this bylaw (non-conforming) must be brought into compliance at the time or repair or maintenance if 75% or more of the fence is being repaid, replaced or maintained.

15. DECKS AND AMENITY SPACES



(1) decks greater than 0.6 m in height require a permit.



(1) A development permit is required for the construction of a deck if it will be 0.6 metre (2 ft.) or greater in height.

(2) Uncovered decks that are less than 0.6 metre (2 ft.) in height, do not require a development permit provided they meet the minimum setback requirements for accessory buildings.

(3) All covered decks require a development permit.

(4) For the purposes of calculating site coverage requirements, where a structure is attached to the principal building by a roof structure (open or closed), it shall be deemed part of the principal building and subject to principal building requirements.

(2) uncovered decks less than 0.6 m in height do not require a permit



(3 & 4) covered decks are deemed part of the principal building

16. LANDSCAPING STANDARDS AND SCREENING

(1) The Municipal Planning Commission may impose landscaping or screening requirements on a development approval for a permitted or discretionary use if these would serve to improve the quality or compatibility of the proposed development.

(2) The front yard and corner side yard on corner lots shall be comprehensively landscaped, except for those areas occupied by sidewalks or driveways, to the satisfaction of the Municipal Planning Commission.

(3) Where any parcel or part of a parcel adjacent to a road is used for outdoor storage of goods, machinery, vehicles, buildings or waste materials, the Municipal Planning Commission may require satisfactory screening by buildings, fences, hedges, trees, berming or other landscaping features. (see Figure 16.1)

(4) Parking lots shall be landscaped and/or screened as required by the Municipal Planning Commission. (see Figure 16.1)

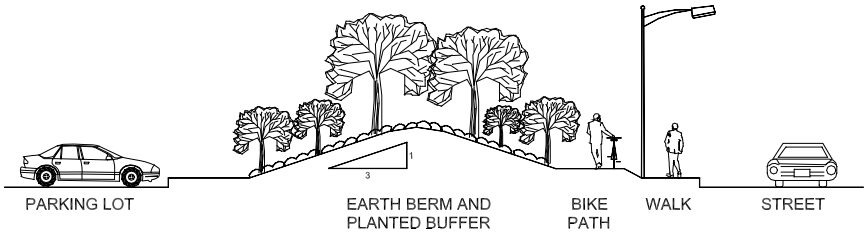
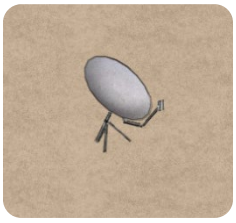


Figure 26.1

17. SATELLITE DISHES, RADIO AND TELEVISION ANTENNAE



Satellite dishes of 1.5 metres (5 ft.) or greater in diameter and radio and television antennae are accessory uses which require a development permit and are subject to the following:

(a) satellite or cable television dishes less than 1.5 metres (5 ft.) in diameter do not require a permit;

(b) a satellite dish, radio antenna or television antenna shall only be located in a rear yard or side yard which does not abut on a street subject to principal setbacks;

(c) no advertising shall be allowed on a satellite dish, radio antenna or television antenna;

(d) the illumination of a satellite dish, radio antenna or television antenna is prohibited.

18. RETAINING WALLS, GRADING AND DRAINAGE

The Municipal Planning Commission may require:

(a) the construction of a retaining wall, including submittal of a certified engineered design as a condition of development if significant differences in grade exist or will exist between the lot to be developed and adjacent parcels;

(b) the provision of engineered grading and drainage plans for the development;

(c) special grading and/or paving to prevent drainage problems with neighbouring lots as a condition of a development permit.

19. ROAD ACCESS

All new development must have access to a developed public road to the satisfaction of the Municipal Planning Commission.

20. EXTERIOR BUILDING FINISHES

The Municipal Planning Commission may require that specific finishing materials and colour tones be utilized to maintain the compatibility of any:

(a) proposed development with surrounding or adjacent developments;

(b) proposed additions or ancillary structures with existing buildings on the same lot.

21. EXPOSED FOUNDATIONS

The maximum allowable height above the average finished surface level of the surrounding ground of the exposed portion of a concrete or block foundation may be regulated by the Municipal Planning Commission.

22. SITE LIGHTING

Site lighting may be required as a condition of development and any such lighting shall be located, oriented and shielded so as not to adversely affect adjacent properties.

23. REFUSE COLLECTION AND STORAGE

(1) Refuse and garbage shall be kept in a suitably-sized enclosure for each use within each land use district.

(2) Refuse and garbage areas shall be effectively screened until such time as collection and disposal is possible.

(3) All refuse on any construction site shall be properly screened or placed in an approved enclosure until removed for disposal.

24. SERVICING

All development requiring servicing as deemed necessary by the municipality shall be required to connect to both the municipal water supply and sewerage system.

25. DEVELOPMENT AGREEMENTS

Where a development is proposed in any land use district which would require servicing and additional improvements beyond that which the municipality might normally supply, the Municipal Planning Commission shall require that a development agreement which would establish the responsibilities of each of the involved parties be entered into by the developer(s) and the municipality, registered by caveat against the title at the expense of the developer.

26. HAZARDOUS CHEMICAL STORAGE

The storage of bulk hazardous chemicals, as defined in the *Occupation Health and Safety Act*, shall not be permitted within the Village. The municipality is exempt from this section if the hazardous chemicals are required for public works, services or utilities carried out by or on behalf of the municipality or other public authorities and are stored on land which is publicly owned or controlled.

27. DEMOLITION

No person shall commence or cause to be commenced the removal, relocation, or demolition of any building or structure, or portion thereof, unless a removal, relocation or demolition permit has first been obtained from the authorized jurisdiction.

28. PARKING REQUIREMENTS

Off-Street Parking Area Requirements

(1) Parking areas shall be accessible, designed and delineated in a manner which will provide for orderly parking.

(2) Parking areas shall be constructed in a manner which will permit adequate drainage, snow removal, and maintenance.

(3) The Municipal Planning Commission may require that parking areas or portions thereof be paved.

(4) Off-street parking may be located in the front yard.

(5) In lieu of providing off-street parking, an owner of land to be developed may, subject to the approval of Municipal Planning Commission, pay to the municipality such amount of money on such terms as the Municipal Planning Commission considers reasonable in return for the equivalent public parking space to be provided by the municipality elsewhere in close proximity to the development.

(6) All parking spaces provided shall be on the same lot as the building or use, except that the Municipal Planning Commission may permit parking spaces to be on a lot within 152.4 metres (500 ft.) of the building or use if determined impractical to provide parking on the same lot with the building or use. Where such other parking space is provided, a caveat approved by the Municipal Planning Commission shall be registered against the lot.

Specific Requirements

(7) The following shall be used to calculate the off-street parking spaces required for a proposed development:

Use	No. of Stalls Required
Dwellings:	
Single detached (all types)	2 per dwelling unit
All others	As required by the MPC

Loading Area Requirements

(8) All loading areas shall provide a doorway into a building sufficient to meet the needs of the use within the building.

(9) Each loading area shall be designed in such a manner that it will not interfere with convenient and safe pedestrian movement, traffic flow, or parking.

(10) The Municipal Planning Commission may consider a joint loading area for two or more uses if, in their opinion, such a loading area would facilitate orderly development or relieve congestion in the immediate area.

(11) The Municipal Planning Commission may require additional loading areas or doors if, in his or their opinion, such additional areas or doors are deemed necessary.

Notes: For detailed parking requirements for all districts – See *Schedule 4, Section 17 – Parking Requirements*

USE SPECIFIC STANDARDS

37. Eligible prefabricated dwellings
38. Eligible moved-in dwellings/buildings
39. Home occupations

- Small Wind Energy Systems – See Schedule 4
- Shipping Containers – See Schedule 4
- Solar Collectors – See Schedule 4
- Sign Regulations – See Schedule 5

29. ELIGIBLE PREFABRICATED DWELLINGS



Single-Detached Prefabricated Dwelling means a dwelling unit or portions of a dwelling unit that is built in a factory or portions of dwelling units that are built in a factory or location other than on the lot intended for occupancy. Single detached dwellings include the following: modular, ready-to-move and panellized. A new factory built structure that is manufactured in accordance with CSA and the Alberta Building Code, is transportable in one or more sections, and is used as a place for human habitation; but which is not constructed with a permanent hitch, chassis or other device allowing transport of the unit other than for the purpose of delivery to a permanent site. This definition does not include manufactured homes, park model recreational units, park model trailers or travel trailers. *See Schedule 6 for all Definitions.*

(1) Prefabricated dwellings shall be:

(a) new factory built construction that has not been previously lived in, CSA certified, and built to the Alberta Building Code; or

(b) in the case of ready-to-move dwellings, new construction that has not been previously lived in and built to the current Alberta Building Code.

(2) Colour photographs or plan elevations illustrating the exterior of the dwelling and a set of professional building plans illustrating the exterior design, floor plan, elevations, and foundation type of the home must accompany any development permit for a prefabricated dwelling.

(3) Prefabricated dwellings shall be placed on a conventional, permanent concrete foundation (either a basement foundation or slab-on-grade), unless otherwise approved by the Municipal Planning Commission.

(4) The design, character and appearance of the home shall be consistent with the intent of the land use district.

(5) The minimum roof pitch shall be at least 4/12.

(6) The Designated Officer or Municipal Planning Commission may impose conditions regulating the exterior finish and roofline to ensure compatibility of housing types within the land use district.

(7) As a condition of approval the Designated Officer or Municipal Planning Commission, at their discretion, may place other conditions on a development permit including the requirement that the developer provide landscaping, fencing, address drainage issues, or other such matters it considers necessary if, in the opinion of the Designated Officer or Municipal Planning Commission, they would serve to improve the quality or compatibility of any proposed development.

(8) The Designated Officer or Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum of $5000.00 to a maximum value of up to 50 percent of the assessed value of the building to ensure the conditions of the development permit for a principal building are met.

(9) The building, when completed, shall meet or exceed provincial building requirements.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

Notes: The suggested time limit for completion is 90 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

30. MOVED-IN DWELLINGS AND MOVED-IN BUILDINGS



Moved-In Dwelling/Building means a conventional, previously occupied building which is physically removed from one site, transported and re-established on another site for use as a residence, but does not include modular dwellings, manufactured homes, prefabricated dwellings or ready-to-move dwellings.

All moved-in buildings shall comply with the following:

(1) Every application to relocate a building shall be accompanied by:

(a) details of the purpose for which it is to be used;

(b) details of the building's size, age and structural condition;

(c) a minimum of four (4) recent colour photographs showing all sides of the building;

(d) a plan of the proposed site showing the future location of the building;

(e) a report from a qualified building inspector or engineer that the building meets, or can be readily renovated to meet or exceed Alberta Uniform Building Standards.

(2) The building and the land upon which it is to be located shall be subject to all conditions and regulations specified for the particular land use district set out in the Land Use Bylaw.

(3) Any costs incurred for building inspections prior to the issuance of a development permit shall be at the expense of the applicant.

(4) The building, when completed, should meet or exceed Alberta Uniform Building Standards.

(5) The building should comply with all provincial and municipal health and fire regulations.

(6) The quality of the completed building shall be equal to or better than the quality of the other buildings in the area.

(7) The Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum of 50 percent of the estimated value of the structure or $5,000.00, whichever is greater, to ensure the conditions of the development permit are met.

(8) Return of the posted bond or irrevocable letter of credit is contingent on the Designated Officer or Municipal Planning Commission verifying the completion of all the conditions of this schedule and the development permit.

(9) A copy of the occupancy permit shall be submitted to the Village office prior to occupancy.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

Notes: The suggested time limit for completion is 90 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

31. HOME OCCUPATIONS

Intent

The intent of this section is to provide regulations respecting home occupation in accordance with the following objectives:

(a) to protect residential areas and districts from incompatible non-residential land uses;

(b) to ensure that commercial and industrial uses are located in appropriate commercial or industrial districts;

(c) to facilitate, where appropriate, the establishment of suitable home occupations as a means to foster small-scale business, while ensuring such businesses are relocated to suitable commercial or industrial districts when they become incompatible with a residential area or become unsuitable as a home occupation.

Home occupations may be approved under the following classifications:

Home Occupation 1 – a home-based occupation that involves the establishment of a small-scale business incidental to the primary use of the residence and which does not involve:

(a) outdoor storage and/or display of goods;

(b) non-resident employees; and/or

(c) customer/client visits to the residence.

Home Occupation 2 – a home-based occupation involving the establishment of a small-scale business incidental to the primary use of the residence that does not meet the criteria for a Home Occupation 1 and which may involve:

(a) the use of an accessory building;

(b) outdoor storage and/or display of goods within the residence or accessory building;

(c) one non-resident employee; and/or

(d) limited customer visits.

Note: Bed and breakfast operations and home-based day care providing care and supervision for periods of less than 24 consecutive hours to not more than seven children are similar to a Home Occupation 2 but are deemed separate uses and not permitted in this district.

General Standards

The following standards apply to Home Occupations 1 and 2:

(1) The business operator must be a full-time resident of the home.

(2) No variation in the residential character and appearance of the dwelling, accessory building, or land shall be permitted.

(3) The use shall not generate more vehicular or pedestrian traffic and vehicular parking than normal within the district.

(4) No commercial vehicle of a capacity greater than 907 kg (1 ton) shall be parked or maintained on a public road right-of-way or lane.

(5) No offensive noise, vibration, electrical interference, smoke, dust, odours, heat or glare shall be produced by the use.

(6) No use shall cause an increase in the demand placed on any one or more utilities (water, sewer, garbage, etc.) such that the combined total consumption for a dwelling and its home occupation exceed the normal demand for residences in the area.

(7) No use requiring electrical or mechanical equipment shall cause a fire rating change in the structure or the district in which the home occupation is located.

(8) All permits issued for home occupations shall be subject to the conditions that the permit may be revoked at any time, if, in the opinion of the Municipal Planning Commission, the use is or has become detrimental to the residential character or the amenities of the neighbourhood.

(9) Home occupations shall not include:

(a) activities that use or store hazardous materials;

(b) any use that would, in the opinion of the Municipal Planning Commission, materially interfere with or affect the use, enjoyment or value of neighbouring properties;

(c) any use declared by resolution of Council to be undesirable as a home occupation.

(10) Only one home occupation shall be permitted per dwelling.

(11) Signage advertising a Home Occupation 1 is limited to one sign located in the structure window up to a maximum of 0.4 m^2 (4 sq. ft.) in size. Signage advertising a Home Occupation 2 shall be as approved by the Municipal Planning Commission.

(12) The development permit for the use shall be valid only for the period of time the property is occupied by the applicant for such approved use.

Home Occupation 2 Standards

In addition to the general standards, the following standards shall apply to Home Occupation 2 permits:

(13) A maximum of one non-resident employee is allowed. For the purposes of this provision, a non-resident employee is someone who does not live at the home.

(14) Outdoor storage shall be screened from adjacent properties and the public view.

(15) Customer and employee parking, in addition to the parking requirements for residential use, may be required.

(16) The number of customer visits and hours of operation may be limited by the Municipal Planning Commission to minimize impacts on surrounding residential uses.

(17) The home occupation shall not be permitted if, in the opinion of the Municipal Planning Commission, the use would be more appropriately located within a commercial or industrial district.

32. DEVELOPMENT NOT REQUIRING A PERMIT – See Schedule 3

33. STANDARDS OF DEVELOPMENT – See Schedule 4

34. SIGN REGULATIONS – See Schedule 5

35. DEFINITIONS – See Schedule 6

COMMERCIAL – C

INTENT:

To provide an area suited to intensive commercial uses, including the redevelopment of existing uses, which are convenient and attractive to pedestrians, while offering ready vehicular access and adequate parking.

1. PERMITTED AND DISCRETIONARY USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses in conjunction with a permitted use
Business Support Service
Convenience Store
Financial Institution
Grocery Stores
Health Services
Hotel/Motel
Laundry and Dry Cleaning Shop
Lumber Yard/Building Supplies
Medical and Dental Office
Office
Personal Services
Restaurant
Restaurant, Drive-In/Drive Through
Retail Store
Post Office
Sign:[1]
- Canopy
- Fascia
- Portable
- Projecting

Solar Collector - roof or wall mount[2]

(2) Discretionary Uses

Accessory Buildings, Structures and Uses in conjunction with a discretionary use
Adult Entertainment Facility[3]
Amusement Facility
Automobile Sales and Service
Child Care Facility
Clubs and Organizations
Farm/Industrial Machinery Sales, Rental and Service
Funeral Home
Liquor Store
Moved-In Building[4]
Nursing Home
Residential Accommodation in Conjunction with an Approved Commercial Use
Seniors Housing
Service Station/Gas Bar
Shipping Container - temporary[5]
Sign:[6]
- Freestanding
- Mural
- Roof
- Other

Small Wind Energy System - Type A[7]
Solar Collector - freestanding[8]
Storage Facilities, Indoor
Storage Facilities, Outdoor
Theatre or entertainment venue
Utility
Veterinary Clinic - Small Animal
Warehouse in Conjunction with approved Retail
Workshop Accessory to Retail Store

(3) Prohibited Uses

Shipping containers

Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be Similar to a Permitted or Discretionary Use in accordance with Administration Section 24, is a Prohibited Use.

Notes:

[1] See Schedule 5
[2] See Schedule 4
[3] See Section 25
[4] See Section 24
[5] See Schedule 4
[6] See Schedule 5
[7] See Schedule 4
[8] See Schedule 4

2. MINIMUM LOT SIZE

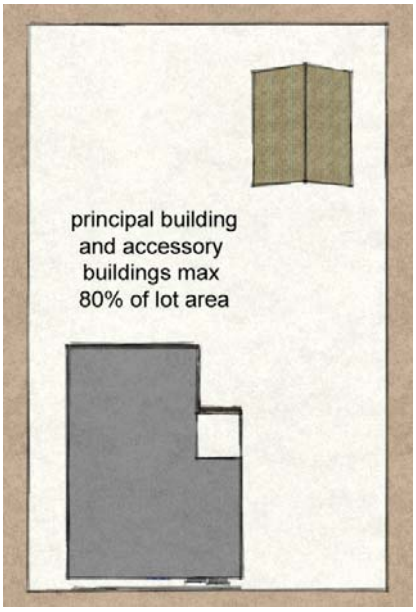
	Width		Length		Area	
Use	**m**	**ft.**	**m**	**ft.**	**m^2**	**sq. ft.**
All uses	7.6	25	30.5	100	232.3	2,500

3. MINIMUM SETBACK REQUIREMENTS

	Front Yard		Side Yard		Rear Yard	
Use	**m**	**ft.**	**m**	**ft.**	**m**	**ft.**
All uses	As required by Municipal Planning Commission				7.6	25

4. MAXIMUM SITE COVERAGE

Principal building *and* accessory buildings	80%



Site Coverage means the percentage of the lot area which is covered by all buildings and structures on the lot.

Site Coverage, Principal means the percentage of the lot area which is covered by the principal building including any structure attached to the principal building by an open or enclosed roofed structure, including but not limited to attached garages, carports, verandas, covered balconies, covered decks, and porches.

Site Coverage, Accessory means the percentage of the lot area which is covered by the combined area of all accessory buildings and structures and includes uncovered decks.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

5. MAXIMUM BUILDING HEIGHT

All buildings	10.7 m (35 ft.)

Building Height means the vertical distance between average grade and the highest point of a building excluding an elevator housing, a roof stairway entrance, a ventilating fan, skylight, steeple, chimney, smoke stack, fire wall or parapet wall, flagpole, or other similar structure.

Note: See *Section 6 – Definitions* for all applicable definitions.

6. STREET CORNER VISIBILITY

On a corner lot, nothing shall be erected, placed, planted or allowed to grow in a manner which may restrict traffic visibility at street intersections, between 0.9 metre (3 ft.) and 3.0 metres (10 ft.) above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 6.1 metres (20 ft.) from the point of intersection. (see Figures 6.1 and 6.2)

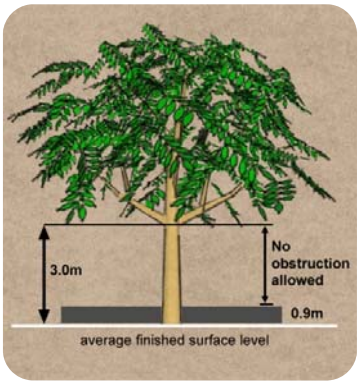


Figure 6.1

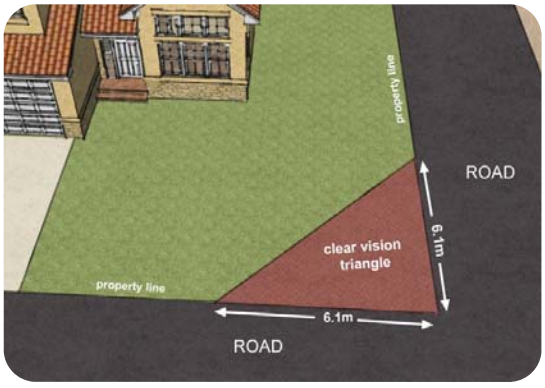


Figure 6.2

7. REAR LANE VISIBILITY

(1) The Municipal Planning Commission may impose conditions on a development to ensure that adequate visibility and safety of both pedestrians and vehicles is maintained for vehicles entering and exiting rear lanes.

(2) The Municipal Planning Commission may request that a minimum 1.5 metre (5 ft.) corner visibility triangle be provided for lots backing onto the intersection of a rear lane and public roadway. (see Figure 7.1)

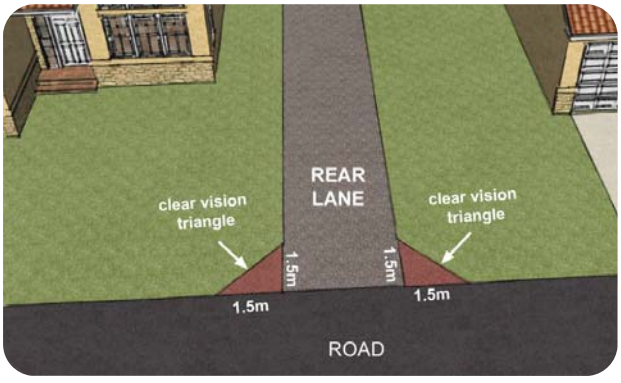


Figure 7.1

8. LANDSCAPING STANDARDS AND SCREENING

(1) The Municipal Planning Commission may impose landscaping or screening requirements on a development approval for a permitted or discretionary use if these would serve to improve the quality or compatibility of the proposed development.

(2) The front yard and corner side yard on corner lots shall be comprehensively landscaped, except for those areas occupied by sidewalks or driveways, to the satisfaction of the Municipal Planning Commission.

(3) Where any parcel or part of a parcel adjacent to a road is used for outdoor storage of goods, machinery, vehicles, buildings or waste materials, the Municipal Planning Commission may require satisfactory screening by buildings, fences, hedges, trees, berming or other landscaping features. (see Figure 8.1)

(4) Parking lots shall be landscaped and/or screened as required by the Municipal Planning Commission. (see Figure 8.1)

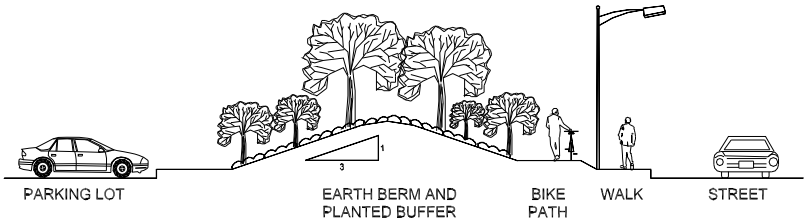
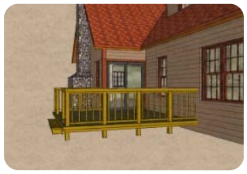


Figure 8.1

9. DECKS AND AMENITY SPACES



(1) decks greater than 0.6 m in height require a permit.



(2) uncovered decks less than 0.6 m in height do not require a permit



(3 & 4) covered decks are deemed part of the principal building

(1) A development permit is required for the construction of a deck if it will be 0.6 metre (2 ft.) or greater in height.

(2) Uncovered decks that are less than 0.6 metre (2 ft.) in height, do not require a development permit provided they meet the minimum setback requirements for accessory buildings.

(3) All covered decks require a development permit.

(4) For the purposes of calculating site coverage requirements, where a structure is attached to the principal building by a roof structure (open or closed), it shall be deemed part of the principal building and subject to principal building requirements.

10. FENCES

(1) No fence, wall, hedge or any combination thereof shall extend more than 0.9 metre (3 ft.) above the ground in any front yard area without a development permit approved by the Municipal Planning Commission. (see Figure 10.1)

(2) Fences in the secondary front, rear and side yards shall be 2.4 metres (8 ft.) or less in height. (see Figure 10.1)

(3) Where a permit is required, the Municipal Planning Commission may regulate the types of materials and colours used for a fence.

(4) Fences are prohibited from encroaching into municipal property, including roads, lanes and rights-of-way, unless permission is granted from the municipality.

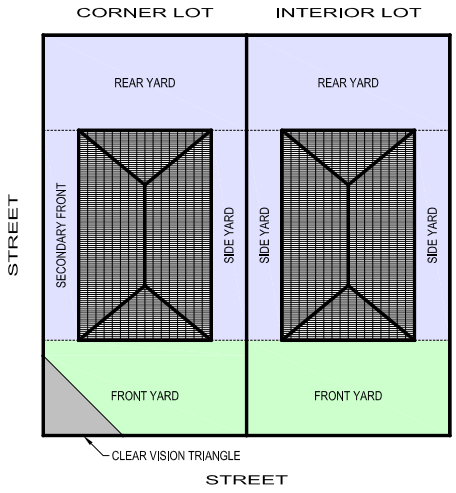


Figure 10.1

Fence Height Provisions

Green area = fence height 3 ft. or less

Blue area = fence height 8 ft. or less

11. ACCESSORY BUILDINGS AND STRUCTURES

(1) The minimum setbacks for accessory buildings and structures hall be as required by the Designated Officer or Municipal Planning Commission.

(2) Accessory buildings shall be located at least 1.2 metres (4 ft.) from the principal building

(3) The maximum site coverage shall be in consideration of the coverage combined with other accessory buildings on site and the principle building as outlined in section 4 above.

(4) Portable garages (fabric buildings) and storage structures are to be considered as permanent accessory buildings or structures and must meet the required setbacks, maximum height, maximum site coverage and other applicable standards of the bylaw.

(5) In instances where prior permits have been issued for separate accessory buildings or structures on a parcel but the construction or conditions pertaining to those permits have not been completed as required, the Development Authority may issue a notice of violation or take enforcement action applicable to addressing the outstanding conditions of the permit as it determines is necessary.

(6) If an accessory building or structure is to be altered, changed or is significantly different from what was applied for and approved on a development permit, the applicant must apply for a new development permit approval for the new proposal.

12. SATELLITE DISHES, RADIO AND TELEVISION ANTENNAE



Satellite dishes of 1.5 metres (5 ft.) or greater in diameter and radio and television antennae are accessory uses which require a development permit and are subject to the following:

(a) satellite or cable television dishes less than 1.5 metres (5 ft.) in diameter do not require a permit;

(b) a satellite dish, radio antenna or television antenna shall only be located in a rear yard or side yard which does not abut on a street subject to principal setbacks;

(c) no advertising shall be allowed on a satellite dish, radio antenna or television antenna;

(d) the illumination of a satellite dish, radio antenna or television antenna is prohibited.

13. RETAINING WALLS, GRADING AND DRAINAGE

The Municipal Planning Commission may require:

(a) the construction of a retaining wall, including submittal of a certified engineered design as a condition of development if significant differences in grade exist or will exist between the lot to be developed and adjacent parcels;

(b) the provision of engineered grading and drainage plans for the development;

(c) special grading and/or paving to prevent drainage problems with neighbouring lots as a condition of a development permit.

14. ROAD ACCESS

All new development must have access to a public road to the satisfaction of the Municipal Planning Commission.

15. EXTERIOR BUILDING FINISHES

The Municipal Planning Commission may require that specific finishing materials and colour tones be utilized to maintain the compatibility of any:

(a) proposed development with surrounding or adjacent developments;

(b) proposed additions or ancillary structures with existing buildings on the same lot.

16. EXPOSED FOUNDATIONS

The maximum allowable height above the average finished surface level of the surrounding ground of the exposed portion of a concrete or block foundation may be regulated by the Municipal Planning Commission.

17. SITE LIGHTING

Site lighting may be required as a condition of development and any such lighting shall be located, oriented and shielded so as not to adversely affect adjacent properties.

18. REFUSE COLLECTION AND STORAGE

(1) Refuse and garbage shall be kept in a suitably-sized enclosure for each use within each land use district.

(2) Refuse and garbage areas shall be effectively screened until such time as collection and disposal is possible.

(3) All refuse on any construction site shall be properly screened or placed in an approved enclosure until removed for disposal.

19. SERVICING

All development requiring servicing as deemed necessary by the municipality shall be required to connect to both the municipal water supply and sewerage system.

20. DEVELOPMENT AGREEMENTS

Where a development is proposed in any land use district which would require servicing and additional improvements beyond that which the municipality might normally supply, the Municipal Planning Commission shall require that a development agreement which would establish the responsibilities of each of the involved parties be entered into by the developer(s) and the municipality, registered by caveat against the title at the expense of the developer.

21. HAZARDOUS CHEMICAL STORAGE

The storage of bulk hazardous chemicals, as defined in the *Occupation Health and Safety Act*, shall not be permitted within the Village. The municipality is exempt from this section if the hazardous chemicals are required for public works, services or utilities carried out by or on behalf of the municipality or other public authorities and are stored on land which is publicly owned or controlled.

22. DEMOLITION

No person shall commence or cause to be commenced the removal, relocation, or demolition of any building or structure, or portion thereof, unless a removal, relocation or demolition permit has first been obtained from the authorized jurisdiction.

23. PARKING REQUIREMENTS

Off-Street Parking Area Requirements

(1) Parking areas shall be accessible, designed and delineated in a manner which will provide for orderly parking.

(2) Parking areas shall be constructed in a manner which will permit adequate drainage, snow removal, and maintenance.

(3) The Municipal Planning Commission may require that parking areas or portions thereof be paved.

(4) Off-street parking may be located in the front yard.

(5) In lieu of providing off-street parking, an owner of land to be developed may, subject to the approval of Council, pay to the municipality such amount of money on such terms as the Council considers reasonable in return for the equivalent public parking space to be provided by the municipality elsewhere in close proximity to the development.

(6) All parking spaces provided shall be on the same lot as the building or use, except that the Municipal Planning Commission may permit parking spaces to be on a lot within 152.4 metres (500 ft.) of the building or use if determined impractical to provide parking on the same lot with the building or use. Where such other parking space is provided, a caveat approved by Council shall be registered against the lot.

Specific Requirements

(7) The following shall be used to calculate the off-street parking spaces required for a proposed development:

Use	No. of Stalls Required
Licensed premises	1 per 2 seating spaces
Retail stores and personal service shops	1 per 55.7 m^2 (600 sq. ft.) of gross floor area
Banks and offices	1 per 65.0 m^2 (700 sq. ft.) of gross floor area
Service stations	1 per employee and 2 per service bay
Motels, hotels, bed and breakfasts	1 per guest room
Restaurants and cafes	1 per 4 seating spaces
Industrial and heavy commercial uses and public utility structures	1 per 65.0 m^2 (700 sq. ft.) of gross floor area; or 1 per 3 employees whichever is greater with a minimum of 2 spaces per use
All other uses	As required by the Municipal Planning Commission

Note: Calculation of parking requirements resulting in a fractional number shall be rounded to the next highest number.

Loading Area Requirements

(8) There shall be a minimum of one off-street loading area per building in the Commercial – C land use district.

(9) All loading areas shall provide a doorway into a building sufficient to meet the needs of the use within the building.

(10) Each loading area shall be designed in such a manner that it will not interfere with convenient and safe pedestrian movement, traffic flow, or parking.

(11) The Municipal Planning Commission may consider a joint loading area for two or more uses if, in their opinion, such a loading area would facilitate orderly development or relieve congestion in the immediate area.

(12) The Municipal Planning Commission may require additional loading areas or doors if, in his or their opinion, such additional areas or doors are deemed necessary.

Notes: For detailed parking requirements for all districts – **See *Schedule 4, Section 17 – Parking Requirements***.

USE SPECIFIC STANDARDS

24. Moved-in Buildings
25. Adult Entertainment

- Small Wind Energy Systems – See Schedule 4
- Solar Collectors – See Schedule 4
- Sign Regulations – See Schedule 5

24. MOVED-IN BUILDINGS

Moved-In Building means a conventional, previously occupied or used building which is physically removed from one site, transported and re-established on another site for use as a residence, but does not include new modular, manufactured, prefabricated or ready-to-move buildings.



All moved-in buildings shall comply with the following:

(1) Every application to relocate a building shall be accompanied by:

(a) details of the purpose for which it is to be used;

(b) details of the building's size, age and structural condition;

(c) a minimum of four (4) recent colour photographs showing all sides of the building;

(d) a plan of the proposed site showing the future location of the building;

(e) a report from a qualified building inspector or engineer that the building meets, or can be readily renovated to meet or exceed Alberta Uniform Building Standards.

(2) The building and the land upon which it is to be located shall be subject to all conditions and regulations specified for the particular land use district set out in the Land Use Bylaw.

(3) Any costs incurred for building inspections prior to the issuance of a development permit shall be at the expense of the applicant.

(4) The building, when completed, should meet or exceed Alberta Uniform Building Standards.

(5) The building should comply with all provincial and municipal health and fire regulations.

(6) The quality of the completed building shall be equal to or better than the quality of the other buildings in the area.

(7) The Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum of 50 percent of the estimated value of the structure or $5,000.00, whichever is greater, to ensure the conditions of the development permit are met.

(8) Return of the posted bond or irrevocable letter of credit is contingent on the Designated Officer or Municipal Planning Commission verifying the completion of all the conditions of this schedule and the development permit.

(9) A copy of the occupancy permit shall be submitted to the Village office prior to occupancy.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

Notes: The suggested time limit for completion is 90 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

25. ADULT ENTERTAINMENT

(1) Setbacks for Adult Entertainment Facilities: An adult entertainment facility shall not be located on a site less than 375 metres from the nearest school, arena, religious assembly, child care facility, community centre or park.

(2) Adult Entertainment Facility means:

(a) an adult public venue or establishment where, either as a principal activity or an activity ancillary to some other activity which is conducted on the premises:

(i) live performances take place; or

(ii) motion pictures, video tapes, digital video discs, slides or other electronic productions are shown, involving or depicting the nudity of any person;

(b) a night club, dance club, bar, pub, tavern, lounge or other similar establishment where, either as a principal activity or an activity ancillary to some other activity which is conducted on the premises:

(i) live performances or displays by a person (e.g. exotic dancing, etc.) take place; or

(ii) competitions are engaged in, involving the nudity of any person;

(c) a development that the Development Authority considers to be similar to any of those described in clauses 2(a) and (b).

(3) Nudity means the complete or partial visibility of one or more parts of the human body that may be considered to be sexually explicit due to a lack of any covering of those parts of the body or the presence of covering that is other than opaque.

Note: See *Section 6 – Definitions* for all definitions.

26. DEVELOPMENT NOT REQUIRING A PERMIT – See Schedule 3

27. STANDARDS OF DEVELOPMENT – See Schedule 4

28. SIGN REGULATIONS – See Schedule 5

29. DEFINITIONS – See Schedule 6

PUBLIC AND INSTITUTIONAL – PI

INTENT:

To provide for institutional, public and semi-public uses which are compatible with each other and adjoining land use districts.

1. PERMITTED AND DISCRETIONARY USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses in conjunction with a permitted use
Cemetery
Church
Fire Hall
Government Office
Hospital
Library/Museum
Municipal Office
Parks and Playgrounds
Recreation and Sports Field
Religious Assembly
School
Sign:[1]
- Canopy
- Fascia
- Portable
- Projecting

Solar Collector - roof or wall mount[2]
Utility

(2) Discretionary Uses

Accessory Buildings, Structures and Uses in conjunction with a discretionary use
All Other Public and Institutional Uses
Amusement Facility
Campground
Child Care Facility
Clubs and Organizations
Commercial Recreation
Group Home
Medical/Dental Office or Clinic
Moved-In Building[3]
Private Nursing Home
School
Seniors Housing
Shipping Container - temporary[4]
Sign:[5]
- Freestanding
- Mural
- Roof
- Other

Small Wind Energy System Type A and B[6]
Solar Collector - freestanding[7]

(3) Prohibited Uses

Shipping containers

Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be Similar to a Permitted or Discretionary Use in accordance with Administration Section 24, is a Prohibited Use.

Notes:

[1] See Schedule 5
[2] See Schedule 4
[3] See Schedule 4
[4] See Schedule 4
[5] See Schedule 5
[6] See Schedule 4
[7] See Schedule 4

2. MINIMUM LOT SIZE

As required by the Designated Officer or the Municipal Planning Commission with consideration for the use.

3. MINIMUM SETBACK REQUIREMENTS

As required by the Designated Officer or the Municipal Planning Commission.

4. MAXIMUM SITE COVERAGE

As required by the Designated Officer or the Municipal Planning Commission.

5. MAXIMUM BUILDING HEIGHT

As required by the Designated Officer or the Municipal Planning Commission.

6. STANDARDS OF DEVELOPMENT – See Schedule 4

(1) All development requiring servicing as deemed necessary by the municipality shall be required to connect to both the municipal water supply and sewerage system.

(2) Minimum off-street parking and loading space requirements as required by the Designated Officer or the Municipal Planning Commission with consideration for the standards in Schedule 4.

7. SIGN REGULATIONS – See Schedule 5

8. ACCESSORY BUILDINGS AND STRUCTURES

(1) The minimum setbacks for accessory buildings and structures hall be as required by the Designated Officer or Municipal Planning Commission.

(2) Accessory buildings shall be located at least 1.2 metres (4 ft.) from the principal building.

(3) The maximum site coverage shall be in consideration of the coverage combined with other accessory buildings on site and the principle building as outlined in section 4 above.

(4) Portable garages (fabric buildings) and storage structures are to be considered as permanent accessory buildings or structures and must meet the required setbacks, maximum height, maximum site coverage and other applicable standards of the bylaw.

(5) In instances where prior permits have been issued for separate accessory buildings or structures on a parcel but the construction or conditions pertaining to those permits have not been completed as required, the Development Authority may issue a notice of violation or take enforcement action applicable to addressing the outstanding conditions of the permit as it determines is necessary.

(6) If an accessory building or structure is to be altered, changed or is significantly different from what was applied for and approved on a development permit, the applicant must apply for a new development permit approval for the new proposal.

RAILWAY – Ry

INTENT:

To provide for the development of railway facilities and related uses while ensuring these are compatible with other land uses in the community.

1. PERMITTED AND DISCRETIONARY USES

(1) Permitted Uses

All uses and buildings required in the operation of the railway
Solar Collector - roof or wall mount[1]

(2) Discretionary Uses

Accessory Buildings, Structures and Uses in conjunction with a discretionary use
Grain Bin
Grain Elevator
Moved-In Building[2]
Shipping Container[3]
Shipping Container - temporary[4]
Sign:[5]
- Canopy
- Fascia
- Freestanding
- Mural
- Portable
- Projecting
- Other

Small Wind Energy System Type A and B[6]
Solar Collector - freestanding[7]
Storage, outdoor
Telecommunication Towers/Structure[8]
Utility
All uses that are permitted or discretionary in the "Industrial" district

(3) Prohibited Uses

Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be Similar to a Permitted or Discretionary Use in accordance with Administration Section 24, is a Prohibited Use.

Notes:

[1] See Schedule 4
[2] See Schedule 4
[3] See Schedule 4
[4] See Schedule 4
[5] See Schedule 5
[6] See Schedule 4
[7] See Schedule 4
[8] See Schedule 4

2. MINIMUM LOT SIZE

As required by the Municipal Planning Commission.

3. MINIMUM SETBACK REQUIREMENTS

As required by the Municipal Planning Commission.

4. MAXIMUM SITE COVERAGE

As required by the Municipal Planning Commission.

5. ACCESSORY BUILDINGS AND STRUCTURES

(1) The minimum setbacks for accessory buildings and structures hall be as required by the Designated Officer or Municipal Planning Commission.

(2) Accessory buildings shall be located at least 1.2 metres (4 ft.) from the principal building.

(3) The maximum site coverage shall be in consideration of the coverage combined with other accessory buildings on site and the principle building as outlined in section 4 above.

(4) Portable garages (fabric buildings) and storage structures are to be considered as permanent accessory buildings or structures and must meet the required setbacks, maximum height, maximum site coverage and other applicable standards of the bylaw.

(5) In instances where prior permits have been issued for separate accessory buildings or structures on a parcel but the construction or conditions pertaining to those permits have not been completed as required, the Development Authority may issue a notice of violation or take enforcement action applicable to addressing the outstanding conditions of the permit as it determines is necessary.

(6) If an accessory building or structure is to be altered, changed or is significantly different from what was applied for and approved on a development permit, the applicant must apply for a new development permit approval for the new proposal.

6. DEVELOPMENT NOT REQUIRING A PERMIT – See Schedule 3

7. STANDARDS OF DEVELOPMENT – See Schedule 4

8. SIGN REGULATIONS – See Schedule 5

9. DEFINITIONS – See Schedule 6

INDUSTRIAL – I

INTENT:

To provide one or more areas attractive to and suited for industrial and heavier commercial development while ensuring any development is compatible with other land uses and the quality of life in the community.

1. PERMITTED AND DISCRETIONARY USES

(1) Permitted Uses

Accessory Buildings, Structures and Uses in conjunction with a permitted use
Automobile Sales and Service
Business Support Service
Farm Machinery Sales and Service Outlets
Greenhouse
Public Utility Structures
Sign:
- Canopy
- Fascia
- Portable
- Projecting

Solar Collector - roof or wall mount
Warehousing and Indoor Storage Facility

(2) Discretionary Uses

Accessory Buildings, Structures and Uses in conjunction with a discretionary use
Auto Body Repair and Shop
Bulk Fertilizer Storage and Sales
Car and Truck Washing Facility
Equipment Sales and Service
Food Processing
Landscaping Materials Sales and Service
Livestock Sales Yard
Lumber Yard/Building Supplies
Garden Centre
Mechanical Sales and Service
Manufactured Home Sales and Service
Manufacturing and Processing Facility
Moved-In Building
Office
Recycling Facility
Salvage/Wrecking Yard
Seed Cleaning Plant
Service Station/Gas Bar
Shipping Container
Shipping Container - temporary
Sign:
- Freestanding Sign
- Mural
- Roof
- Other

Small Wind Energy System - Type A and B
Solar Collector - freestanding
Storage, Indoor
Storage, Outdoor
Telecommunication Towers/Structure

(3) Prohibited Uses

Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be Similar to a Permitted or Discretionary Use in accordance with Administration Section *24, is a Prohibited Use.*

Transportation Depot
Veterinary Clinic - Small and Large Animal
Workshop
Utility

Notes:

[1] See Schedule 5
[2] See Schedule 4
[3] See Section 24
[4] See Schedule 4
[5] See Schedule 4
[6] See Schedule 5
[7] See Schedule 4
[8] See Schedule 4
[9] See Schedule 4

2. MINIMUM LOT SIZE

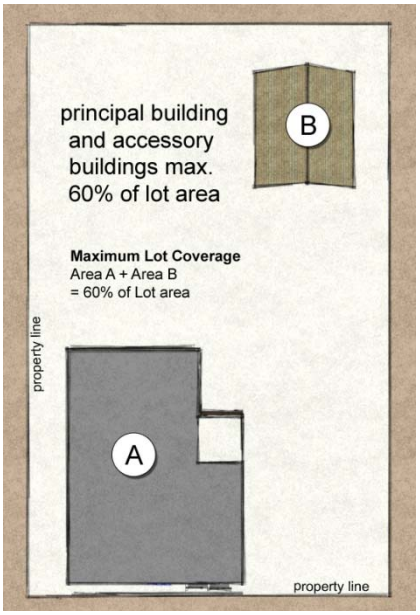
	Servicing	Width		Length		Area	
Use		**m**	**ft.**	**m**	**ft.**	**m^2**	**sq. ft.**
All uses (except outdoor storage and public utilities)	sewer/water	22.8	75	30.5	100	696.0	7,500
	water only	30.5	100	30.5	100	929.0	10,000
	unserviced	30.5	100	30.5	100	929.0	10,000

3. MINIMUM SETBACK REQUIREMENTS

	Front Yard		Side Yard		Rear Yard	
Use	**m**	**ft.**	**m**	**ft.**	**m**	**ft.**
All uses	6.1	20	3.0	10	7.6	25

4. MAXIMUM SITE COVERAGE

Principal buildings *and* accessory buildings	60%



Site Coverage means the percentage of the lot area which is covered by all buildings and structures on the lot.

Site Coverage, Principal means the percentage of the lot area which is covered by the principal building including any structure attached to the principal building by an open or enclosed roofed structure, including but not limited to attached garages, carports, verandas, covered balconies, covered decks, and porches.

Site Coverage, Accessory means the percentage of the lot area which is covered by the combined area of all accessory buildings and structures and includes uncovered decks.

Note: See *Schedule 6 – Definitions* for all applicable definitions.

5. MAXIMUM BUILDING HEIGHT

All buildings	At the discretion of the Municipal Planning Commission

Building Height means the vertical distance between average grade and the highest point of a building excluding an elevator housing, a roof stairway entrance, a ventilating fan, skylight, steeple, chimney, smoke stack, fire wall or parapet wall, flagpole, or other similar structure.

Note: See *Section 6 – Definitions* for all applicable definitions.

6. ACCESSORY BUILDINGS AND STRUCTURES

(1) The minimum setbacks for accessory buildings and structures hall be as required by the Designated Officer or Municipal Planning Commission.

(2) Accessory buildings shall be located at least 1.2 metres (4 ft.) from the principal building.

(3) The maximum site coverage shall be in consideration of the coverage combined with other accessory buildings on site and the principle building as outlined in section 4 above.

(4) Portable garages (fabric buildings) and storage structures are to be considered as permanent accessory buildings or structures and must meet the required setbacks, maximum height, maximum site coverage and other applicable standards of the bylaw.

(5) In instances where prior permits have been issued for separate accessory buildings or structures on a parcel but the construction or conditions pertaining to those permits have not been completed as required, the Development Authority may issue a notice of violation or take enforcement action applicable to addressing the outstanding conditions of the permit as it determines is necessary.

(6) If an accessory building or structure is to be altered, changed or is significantly different from what was applied for and approved on a development permit, the applicant must apply for a new development permit approval for the new proposal.

7. STREET CORNER VISIBILITY

On a corner lot, nothing shall be erected, placed, planted or allowed to grow in a manner which may restrict traffic visibility at street intersections, between 0.9 metre (3 ft.) and 3.0 metres (10 ft.) above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 6.1 metres (20 ft.) from the point of intersection. (see Figures 7.1 and 7.2)

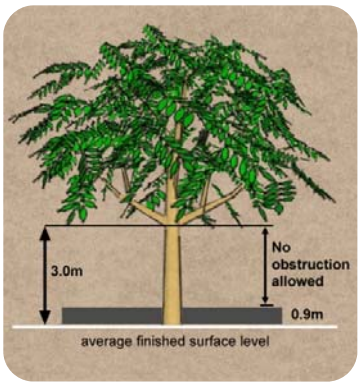


Figure 7.1



Figure 7.2

8. REAR LANE VISIBILITY

(1) The Municipal Planning Commission may impose conditions on a development to ensure that adequate visibility and safety of both pedestrians and vehicles is maintained for vehicles entering and exiting rear lanes.

(2) The Municipal Planning Commission may request that a minimum 1.5 metre (5 ft.) corner visibility triangle be provided for lots backing onto the intersection of a rear lane and public roadway. (see Figure 8.1)

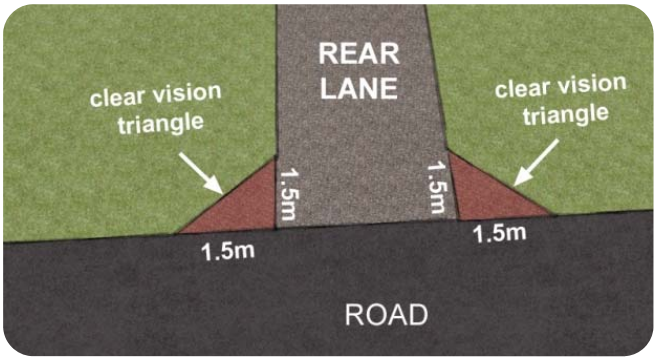


Figure 8.1

9. LANDSCAPING STANDARDS AND SCREENING

(1) The Designated Officer or Municipal Planning Commission may impose landscaping or screening requirements on a development approval for a permitted or discretionary use if these would serve to improve the quality or compatibility of the proposed development.

(2) The front yard and corner side yard on corner lots shall be comprehensively landscaped, except for those areas occupied by sidewalks or driveways, to the satisfaction of the Municipal Planning Commission.

(3) Where any parcel or part of a parcel adjacent to a road is used for outdoor storage of goods, machinery, vehicles, buildings or waste materials, the Municipal Planning Commission may

require satisfactory screening by buildings, fences, hedges, trees, berming or other landscaping features. (see Figure 9.1)

(4) Parking lots shall be landscaped and/or screened as required by the Municipal Planning Commission. (see Figure 9.1)

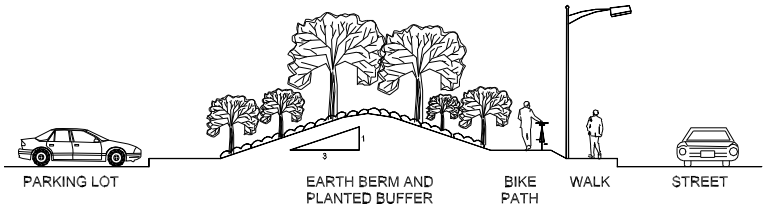


Figure 9.1

10. DECKS AND AMENITY SPACES – See Schedule 4

11. FENCES

(1) No fence, wall, hedge or any combination thereof shall extend more than 0.9 metre (3 ft.) above the ground in any front yard area as illustrated in Figure 10.1 without a development permit approved by the Municipal Planning Commission. (see Figure 10.1)

(2) Fences in the secondary front, rear and side yards shall be 2.4 metres (8 ft.) or less in height. (see Figure 11.1)

(3) Where a permit is required, the Municipal Planning Commission may regulate the types of materials and colours used for a fence.

(4) Fences are prohibited from encroaching into municipal property, including roads, lanes and rights-of-way, unless permission is granted from the municipality.

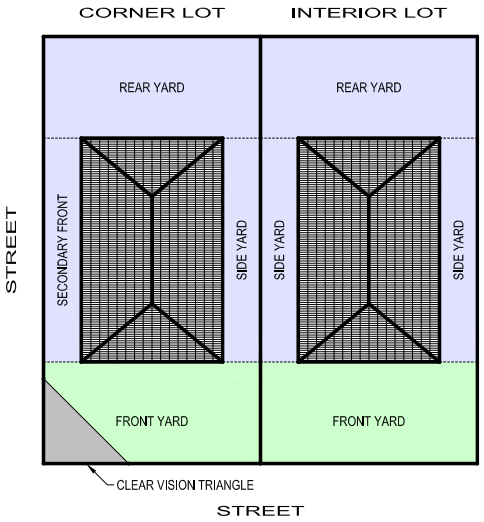


Figure 11.1

Fence Height Provisions

Green area = fence height 3 ft. or less

Blue area = fence height 8 ft. or less

12. SATELLITE DISHES, RADIO AND TELEVISION ANTENNAE – See Schedule 4

13. RETAINING WALLS, GRADING AND DRAINAGE

The Municipal Planning Commission may require:

(a) the construction of a retaining wall, including submittal of a certified engineered design as a condition of development if significant differences in grade exist or will exist between the lot to be developed and adjacent parcels;

(b) the provision of engineered grading and drainage plans for the development;

(c) special grading and/or paving to prevent drainage problems with neighbouring lots as a condition of a development permit.

14. ROAD ACCESS

All new development must have access to a public road to the satisfaction of the designated officer or Municipal Planning Commission.

15. EXTERIOR BUILDING FINISHES

The Municipal Planning Commission may require that specific finishing materials and colour tones be utilized to maintain the compatibility of any:

(a) proposed development with surrounding or adjacent developments;

(b) proposed additions or ancillary structures with existing buildings on the same lot.

16. EXPOSED FOUNDATIONS

The maximum allowable height above the average finished surface level of the surrounding ground of the exposed portion of a concrete or block foundation may be regulated by the Municipal Planning Commission.

17. SITE LIGHTING

Site lighting may be required as a condition of development and any such lighting shall be located, oriented and shielded so as not to adversely affect adjacent properties.

18. REFUSE COLLECTION AND STORAGE

(1) Refuse and garbage shall be kept in a suitably-sized enclosure for each use within each land use district.

(2) Refuse and garbage areas shall be effectively screened until such time as collection and disposal is possible.

(3) All refuse on any construction site shall be properly screened or placed in an approved enclosure until removed for disposal.

19. HAZARDOUS CHEMICAL STORAGE

The storage of bulk hazardous chemicals, as defined in the *Occupation Health and Safety Act*, shall not be permitted within the Village. The municipality is exempt from this section if the hazardous chemicals are required for public works, services or utilities carried out by or on behalf of the municipality or other public authorities and are stored on land which is publicly owned or controlled.

20. SERVICING

All development requiring servicing as deemed necessary by the municipality shall be required to connect to both the municipal water supply and sewerage system.

21. DEVELOPMENT AGREEMENTS

Where a development is proposed in any land use district which would require servicing and additional improvements beyond that which the municipality might normally supply, the Municipal Planning Commission shall require that a development agreement which would establish the responsibilities of each of the involved parties be entered into by the developer(s) and the municipality, registered by caveat against the title at the expense of the developer.

22. DEMOLITION

No person shall commence or cause to be commenced the removal, relocation, or demolition of any building or structure, or portion thereof, unless a removal, relocation or demolition permit has first been obtained from the authorized jurisdiction.

23. PARKING REQUIREMENTS

Off-Street Parking Area Requirements

(1) Parking areas shall be accessible, designed and delineated in a manner which will provide for orderly parking.

(2) Parking areas shall be constructed in a manner which will permit adequate drainage, snow removal, and maintenance.

(3) The Municipal Planning Commission may require that parking areas or portions thereof be paved.

(4) Off-street parking may be located in the front yard.

(5) In lieu of providing off-street parking, an owner of land to be developed may, subject to the approval of Council, pay to the municipality such amount of money on such terms as the Municipal Planning Commission considers reasonable in return for the equivalent public parking space to be provided by the municipality elsewhere in close proximity to the development.

(6) All parking spaces provided shall be on the same lot as the building or use, except that the Municipal Planning Commission may permit parking spaces to be on a lot within 152.4 metres (500 ft.) of the building or use if determined impractical to provide parking on the same lot with the building or use.

Specific Requirements

(7) The following shall be used to calculate the off-street parking spaces required for a proposed development:

Use	No. of Stalls Required
Service stations	1 per employee and 2 per service bay
Retail stores	1 per 55.7 m^2 (600 sq. ft.) of gross floor area
Offices	1 per 65.0 m^2 (700 sq. ft.) of gross floor area
All other uses	As required by the Municipal Planning Commission

Note: Calculation of parking requirements resulting in a fractional number shall be rounded to the next highest number

Loading Area Requirements

(8) All loading areas shall provide a doorway into a building sufficient to meet the needs of the use within the building.

(9) Each loading area shall be designed in such a manner that it will not interfere with convenient and safe pedestrian movement, traffic flow, or parking.

(10) The Municipal Planning Commission may consider a joint loading area for two or more uses if, in their opinion, such a loading area would facilitate orderly development or relieve congestion in the immediate area.

(11) The Municipal Planning Commission may require additional loading areas or doors if, in his or their opinion, such additional areas or doors are deemed necessary.

Notes: For detailed parking requirements for all districts – **See *Schedule 4, Section 17 – Parking Requirements*.**

USE SPECIFIC STANDARDS

24. Moved-in Buildings
- Small Wind Energy Systems – See Schedule 4
- Shipping Containers – See Schedule 4
- Solar Collectors – See Schedule 4
- Sign Regulations – See Schedule 5

24. MOVED-IN BUILDINGS

Moved-In Building means a conventional, previously occupied building which is physically removed from one site, transported and re-established on another site for use as a building, but does not include modular or prefabricated buildings.



All moved-in buildings shall comply with the following:

(1) Every application to relocate a building shall be accompanied by:

  (a) details of the purpose for which it is to be used;

  (b) details of the building's size, age and structural condition;

  (c) a minimum of four (4) recent colour photographs showing all sides of the building;

  (d) a plan of the proposed site showing the future location of the building;

  (e) a report from a qualified building inspector or engineer that the building meets, or can be readily renovated to meet or exceed Alberta Uniform Building Standards.

(2) The building and the land upon which it is to be located shall be subject to all conditions and regulations specified for the particular land use district set out in the Land Use Bylaw.

(3) Any costs incurred for building inspections prior to the issuance of a development permit shall be at the expense of the applicant.

(4) The building, when completed, should meet or exceed Alberta Uniform Building Standards.

(5) The building should comply with all provincial and municipal health and fire regulations.

(6) The quality of the completed building shall be equal to or better than the quality of the other buildings in the area.

(7) The Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum of 50 percent of the estimated value of the structure or $5,000.00, whichever is greater, to ensure the conditions of the development permit are met.

(8) Return of the posted bond or irrevocable letter of credit is contingent on the Designated Officer or Municipal Planning Commission verifying the completion of all the conditions of this schedule and the development permit.

(9) A copy of the occupancy permit shall be submitted to the Village office prior to occupancy.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

Notes: The suggested time limit for completion is 90 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

25. DEVELOPMENT NOT REQUIRING A PERMIT – See Schedule 3

26. STANDARDS OF DEVELOPMENT – See Schedule 4

27. SIGN REGULATIONS – See Schedule 5

28. DEFINITIONS – See Schedule 6

AGRICULTURE – A

INTENT:

To limit development of larger parcels, usually on the periphery of existing development, to uses which will not restrict or hinder more intensive urban development in the future, and to also allow the land to be used for agricultural purposes in the interim period.

1. PERMITTED AND DISCRETIONARY USES

(1) Permitted Uses

Extensive Agriculture
Market Garden
Nursery
Pasture Land
Solar Collector - roof or wall mount[1]
Veterinary Clinic - Small and Large Animal

(2) Discretionary Uses

Accessory Buildings and Uses
Campground
Moved-In Building[2]
Playground
Public Park
Residential Accommodation in Conjunction with an Approved Use
Riding Arena
Shipping Container - temporary[3]
Sign:[4]
- Freestanding Sign
- Other

Small Wind Energy System - Type A and B[5]
Solar Collector - freestanding[6]
Sportsfield
Telecommunication Towers/Structure[7]

(3) Prohibited Uses

Any use which is not listed as either a Permitted or Discretionary Use, or is not ruled to be Similar to a Permitted or Discretionary Use in accordance with Administration Section 24, is a Prohibited Use.

Notes:

[1] See Schedule 4
[2] See Schedule 4
[3] See Schedule 4
[4] See Schedule 5
[5] See Schedule 4
[6] See Schedule 4
[7] See Schedule 4

2. MINIMUM LOT SIZE

2.0 ha (5 acres) – This minimum may be varied by the Municipal Planning Commission if there is provision of all-weather access and connections to all main services.

3. SPECIAL REQUIREMENT

The Municipal Planning Commission may require that a discretionary use only be approved when an area structure plan for the site has been adopted by Council.

4. MINIMUM SETBACK REQUIREMENTS

As required by the Designated Officer or the Municipal Planning Commission.

5. MAXIMUM SITE COVERAGE

As required by the Designated Officer or the Municipal Planning Commission.

6. STANDARDS OF DEVELOPMENT – See Schedule 4

7. SIGN REGULATIONS – See Schedule 5

Schedule 3

DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

Schedule 3

DEVELOPMENT NOT REQUIRING A DEVELOPMENT PERMIT

1. No development permit is required for any development that is specifically exempted by the Lieutenant Governor in Council, pursuant to section 618(4) of the *Municipal Government Act*.

2. No development permit is required for the following:

   (a) the carrying out of works of maintenance or repair to any building, if such works do not include structural alterations or major works of renovation;

   (b) interior building renovations that do not affect the existing use, appearance or exterior dimensions of the dwelling;

   (c) the completion of a building which was lawfully under construction at the date of the first publication of an official notice required by section 692 of the *Municipal Government Act*, provided that:

      (i) the building is completed in accordance with the terms of any permit granted in respect of it and subject to the conditions to which that permit was granted; and

      (ii) the building, whether or not a permit was granted in respect of it, is completed within a period of 12 months from the date of the first publication of the official notice;

   (d) the use of any building referred to in previous Section 2(c)(i) and (ii) for the purpose for which construction was commenced;

   (e) the erection of gates, fences, walls, hedges or other means of enclosure which are:

      (i) not more than 0.9 metre (3 ft.) in height in front yards; (See Figure 2.1)

      (ii) 1.8 metres (6 ft.) or less in height in the secondary front, rear and side yards in any residential land use district;

      (iii) 2.4 metres (8 ft.) or less in height in the secondary front, rear and side yards in any commercial or industrial land use district;

   (f) concrete or asphalt parking surfaces (excluding carports);

   (g) the temporary erection or construction of buildings, works, plant or machinery needed in connection with operations for which a development permit and a building permit have been issued;

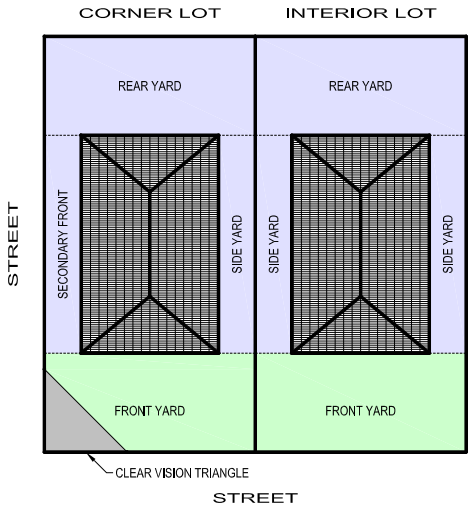


Figure 2.1

   (h) the maintenance and repair of public works, services and utilities carried out by or on behalf of federal, provincial, municipal or public authorities on land which is publicly owned or controlled;

(i) certain signs may not need a permit; refer to Schedule 5;

(j) the erection or placement of one accessory building of less than 9.3 m^2 (100 sq. ft.) in area providing that it otherwise complies with this bylaw;

(k) at grade uncovered patios;

(l) rear, uncovered ground level decks less than 0.6 metres (2 ft.) in height and with a maximum area of 11.15 m^2 (10 x 12 ft.);

(m) any residential hard surfaced or gravel driveways, parking pads not supporting a garage or carport, and/or paving stones, to a maximum of 25 percent of the lots surface area that was not required as part of the original development permit;

(n) satellite dishes less than 1.5 metres (5 ft.) in diameter provided installation meets all requirements within the land use district pertaining to the development;

(o) temporary and/or portable above ground swimming pools and hot tubs, but they are subject to Safety Codes and may require a building permit. (Any private swimming pool with a design depth greater than 0.61 metre (2 ft.) shall be constructed and fenced in accordance with Safety Codes requirements);

(p) temporary outdoor and seasonal sales businesses that are not permanent (e.g. farmers markets, individual single-event farm auction or estate sales, portable or seasonal fruit and vegetable stands, Christmas tree sales, etc.) that do not operate on the site more than 30 days in a calendar year.

3. (a) A separate development permit is not required for demolition if a development permit has been approved for development on the same site and demolition is implicit in that permit; or

(b) A development permit is not required for demolition of accessory buildings or structures of less than 9.3 m^2 (100 sq. ft.) in area. [Note: For demolition of buildings or structures 9.3 m^2 (100 sq. ft.) or greater in area a demolition application form and demolition permit process applies that is different than the development permit process.]

4. Although the previous listed items may eliminate the necessity of a Development Permit, the applicant is still responsible for obtaining any required Building Permit and/or adhering to any other applicable legislation, safety codes or municipal bylaw.

5. If there is a doubt as to whether a development permit is required, the matter shall be referred to the Municipal Planning Commission for a determination of whether a development permit is required.

Schedule 4

STANDARDS OF DEVELOPMENT

Schedule 4

STANDARDS OF DEVELOPMENT

Except for more specific, alternative, or contradictory standards as may be set forth within an individual land use district, the following standards apply to all uses in all districts. Standards that are of a continuing nature must be adhered to at all times into the future, whether or not if attached as a condition of development permit or not.

1. QUALITY OF DEVELOPMENT

The Designated Officer or the Municipal Planning Commission may impose conditions on development applications which serve to improve the quality of any proposed development within any land use district. Such special conditions may include, but are not limited to: landscaping, paved parking areas, exterior building finishes, setback variations, building mass, the control of noise, smoke, smell, and industrial wastes.

2. DESIGN, CHARACTER AND APPEARANCE

(1) The Municipal Planning Commission or Designated Officer may impose conditions on a development permit to ensure:

(a) that the design, character and appearance of a buildings, structures or signs is compatible with other buildings in the vicinity unless it is setting a higher standard of design, character and appearance for the land use district or a particular locality of it;

(b) that the design, character and appearance of the buildings, structures or sign is consistent with the purpose of the land use district in which the building is located;

(c) that a development complies with any provision of a statutory plan applicable to the design, character and appearance of the building in the district.

3. DEVELOPMENT ON NON-CONFORMING SIZED LOTS

(1) With the approval of the Designated Officer or the Municipal Planning Commission, or in the case of existing registered lots, development may be permitted on a lot which does not conform to the minimum requirements for length, width or area provided that the minimum area allowed is not less than 232.25 m^2 (2,500 sq. ft.) but any reduction shall be kept in accordance with the Subdivision and Development Regulation.

(2) Development of existing lots which are contained in an existing Certificate of Title and do not meet the minimum size requirements or any other requirements of this Bylaw will be considered by the Development Authority on a case-by-case basis.

4. RETAINING WALLS, GRADING AND DRAINAGE

The Municipal Planning Commission may require:

(a) the construction of a retaining wall, including submittal of a certified engineered design as a condition of development if significant differences in grade exist or will exist between the lot to be developed and adjacent parcels;

(b) the provision of engineered grading and drainage plans for the development;

(c) special grading and/or paving to prevent drainage problems with neighbouring lots as a condition of a development permit.

5. EXTERIOR BUILDING FINISHES

The Municipal Planning Commission may require that specific finishing materials and colour tones be utilized to maintain the compatibility of any:

(a) proposed development with surrounding or adjacent developments;

(b) proposed additions or ancillary structures with existing buildings on the same lot.

6. EXPOSED FOUNDATIONS

The maximum allowable height above the average finished surface level of the surrounding ground of the exposed portion of a concrete or block foundation may be regulated by the Municipal Planning Commission.

7. SITE LIGHTING

Site lighting may be required as a condition of development and any such lighting shall be located, oriented and shielded so as not to adversely affect adjacent properties.

8. REFUSE COLLECTION AND STORAGE

(1) Refuse and garbage shall be kept in a suitably-sized enclosure for each use within each land use district.

(2) Refuse and garbage areas shall be effectively screened until such time as collection and disposal is possible.

(3) All refuse on any construction site shall be properly screened or placed in an approved enclosure until removed for disposal.

9. DEMOLITION

No person shall commence or cause to be commenced the removal, relocation, or demolition of any building or structure, or portion thereof, unless a removal, relocation or demolition permit has first been obtained from the authorized jurisdiction.

10. HAZARDOUS CHEMICAL STORAGE

The storage of bulk hazardous chemicals, as defined in the *Occupation Health and Safety Act*, shall not be permitted within the Village. The municipality is exempt from this section if the hazardous

chemicals are required for public works, services or utilities carried out by or on behalf of the municipality or other public authorities and are stored on land which is publicly owned or controlled.

11. SERVICING

All development where services are deemed necessary by the municipality, shall be required to connect to both the municipal water supply and sewerage system.

12. DEVELOPMENT AGREEMENTS

(1) The Development Authority or Subdivision Authority may require as a condition of approving a subdivision or issuing a development permit that the applicant enter into a development agreement with the municipality in accordance with the *MGA*.

(2) Where a development is proposed in any land use district which would require servicing beyond that which the municipality would normally supply, the Designated Officer or Municipal Planning Commission shall recommend to Council that a development agreement, establishing the responsibilities of each of the involved parties, be entered into by the developer(s) and the municipality as a condition of approval, which may be registered by caveat against the title at the expense of the developer.

(3) The municipality may require the applicant to submit a type of legal financial security (e.g. money, security bond, an irrevocable letter of credit, etc.) in a form and amount acceptable to the municipality guaranteeing the terms of the development agreement will be carried out by the developer.

13. PERMITTED PROJECTIONS



(a) unenclosed steps



(b) wheelchair ramp



(e) landscaping, fish ponds & flag poles

(1) The following features may, subject to the relevant provisions of Safety Codes, project into the required setbacks under this Bylaw:

(a) unenclosed steps or unenclosed fire escapes not to exceed 0.6 metres (2 ft.) into a side setback or 2.4 metres (8 ft.) into a front or rear setback;

(b) a wheelchair ramp at the discretion of the Municipal Planning Commission;

(c) fences or walls in accordance with Section 10 of this Schedule;

(d) driveways, curbs and sidewalks;

(e) landscaping, fish ponds, ornaments, flagpoles (less than 4.6 metres (15 ft.) in height), or other similar landscaping features; and

(f) signs, in accordance with Schedule 5.



(a) cornice



(b) balcony



(a & c) bay window & chimney

(2) The portions of and attachments to a principal building which may project over a setback are as follows:

(a) eaves, belt courses, bay windows, cornices, sills or other similar architectural features may project over a side or rear setback a distance not to exceed one-half of the width of the smallest setback required for the site and over a front setback a distance not to exceed 1.2 metres (4 ft.);

(b) an uncovered balcony, cantilever, or other similar feature may project over a side or rear setback a distance not to exceed one-half of the width of the smallest setback required for the site;

(c) a chimney which is not more than 1.2 metres (4 ft.) wide and projects not more than 0.3 metre (1.0 ft.) into a rear or side setback.

14. EASEMENTS



All buildings shall not be located over top of an easement unless otherwise permitted.

15. LANDSCAPING STANDARDS AND SCREENING

(1) The Designated Officer or Municipal Planning Commission may impose landscaping or screening requirements on a development approval for a permitted or discretionary use if these would serve to improve the quality or compatibility of the proposed development.

(2) The front yard and corner side yard on corner lots shall be comprehensively landscaped, except for those areas occupied by sidewalks or driveways, to the satisfaction of the Municipal Planning Commission.

(3) Where any parcel or part of a parcel adjacent to a road is used for outdoor storage of goods, machinery, vehicles, buildings or waste materials, the Municipal Planning Commission may require satisfactory screening by buildings, fences, hedges, trees, berming or other landscaping features. (see Figure 15.1)

(4) Parking lots shall be landscaped and/or screened as required by the Municipal Planning Commission. (see Figure 15.1)

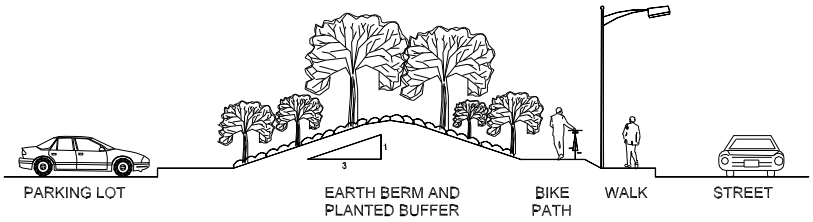


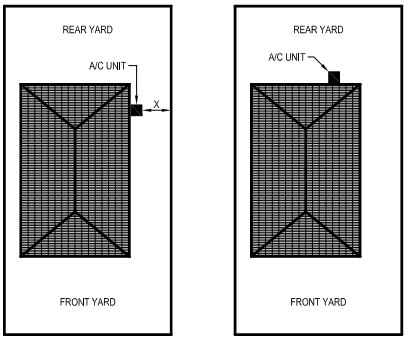
Figure 15.1

16. ROAD ACCESS

All new development must have access to a municipal public road to the satisfaction of the Municipal Planning Commission.

17. ACCESSORY USE – AIR CONDITIONERS

A freestanding exterior air conditioner must not be located less than 1.0 metre (3.3 ft.) from side and rear lot lines.



(far left)
Air conditioner not permitted
where 'x' is less than 1.0 m (3.3 ft.).

(near left)
Preferred location in rear.

Figure 17.1

18. STREET CORNER VISIBILITY

On a corner lot, nothing shall be erected, placed, planted or allowed to grow in a manner which may restrict traffic visibility at street intersections, between 0.9 metre (3 ft.) and 3.0 metres (10 ft.) above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property line 6.1 metres (20 ft.) from the point of intersection. (see Figures 18.1 and 18.2)

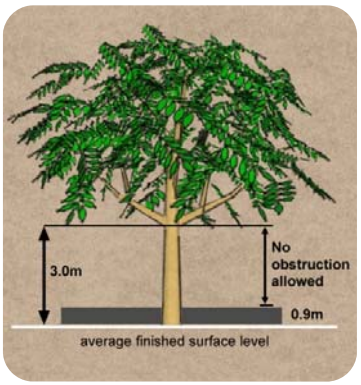


Figure 18.1

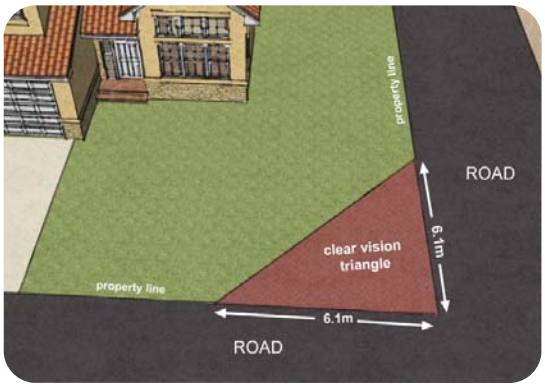


Figure 18.2

19. REAR LANE VISIBILITY

(1) The Municipal Planning Commission may impose conditions on a development to ensure that adequate visibility and safety of both pedestrians and vehicles is maintained for vehicles entering and exiting rear lanes.

(2) The Municipal Planning Commission may request that a minimum 1.5 metre (5 ft.) corner visibility triangle be provided for lots backing onto the intersection of a rear lane and public roadway. (see Figure 19.1)

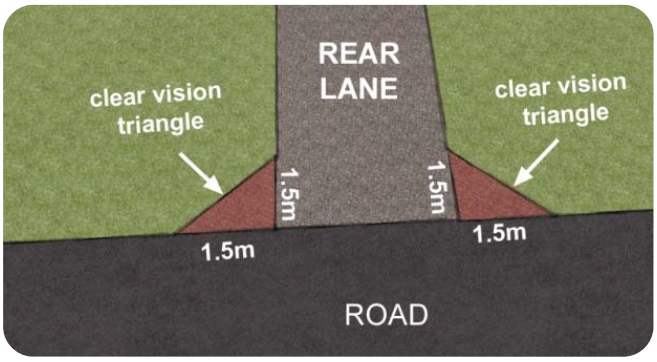


Figure 19.1

20. DRIVEWAYS

(1) Vehicular access for corner lots shall generally be limited to locations along the minor street or cul-de-sac.

(2) In residential districts where a subject property does not provide a side yard sufficient for a driveway, then one (1) off-street parking pad may be permitted in the front yard to a maximum of 70% of lot frontage width.

(3) One a corner lot, only one front driveway per lot should be permitted for one unit residential developments, including single-wide and double-wide manufactured homes. Additional driveways and their locations will only be considered on a case-by-case basis by the Municipal Planning Commission, with consideration for infrastructure and utility line locations.

(4) Driveways shall be a minimum of 3.0 metres (10 ft.) and a maximum of 70% of lot frontage width, unless otherwise approved by the Municipal Planning Commission on the basis of merit.

(5) Driveways shall be a minimum of 3.0 metres (10 ft.) from the entrance to a lane, and 4.6 metres (15 ft.) from the intersection of two public roadways. (see Figure 20.1)

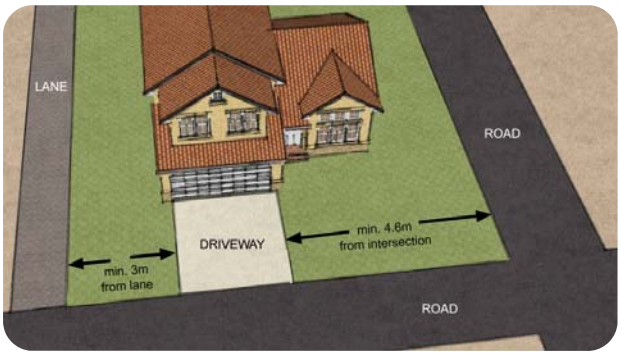
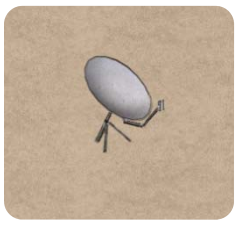


Figure 20.1

(6) Driveways, parking pads or hard surfaced areas (e.g. paving stones, sidewalks) that cover more than 25 percent of the total lot area require a development permit.

21. SATELLITE DISHES, RADIO AND TELEVISION ANTENNAE



Satellite dishes of 1.5 metres (5 ft.) or greater in diameter and radio and television antennae are accessory uses which require a development permit and are subject to the following:

(a) satellite or cable television dishes less than 1.5 metres (5 ft.) in diameter do not require a permit;

(b) a satellite dish, radio antenna or television antenna shall only be located in a rear yard or side yard which does not abut on a street subject to principal setbacks;

(c) no advertising shall be allowed on a satellite dish, radio antenna or television antenna;

(d) the illumination of a satellite dish, radio antenna or television antenna is prohibited.

22. FENCES

(1) No fence, wall, hedge or any combination thereof shall extend more than 0.9 metre (3 ft.) above the ground in any front yard area as illustrated in Figure 22.1 without a development permit approved by the Municipal Planning Commission.

(2) In any residential land use district, fences in the secondary front, rear and side yards shall be 1.8 metres (6 ft.) or less in height. (see Figure 10.1)

(3) In any commercial or industrial land use district, fences in the secondary front, rear and side yards shall be 2.4 metres (8 ft.) or less in height. (see Figure 22.1)

(4) Where a permit is required, the Municipal Planning Commission may regulate the types of materials and colours used for a fence.

(5) Fences are prohibited from encroaching into municipal property, including roads, lanes and rights-of-way, unless permission is granted from the municipality. Unapproved fences encroaching into municipal property must be removed at the landowner's expense.

(6) Existing fences that do not comply with the standards of this bylaw (non-conforming) must be brought into compliance at the time or repair or maintenance if 75% or more of the fence is being repaid, replaced or maintained.

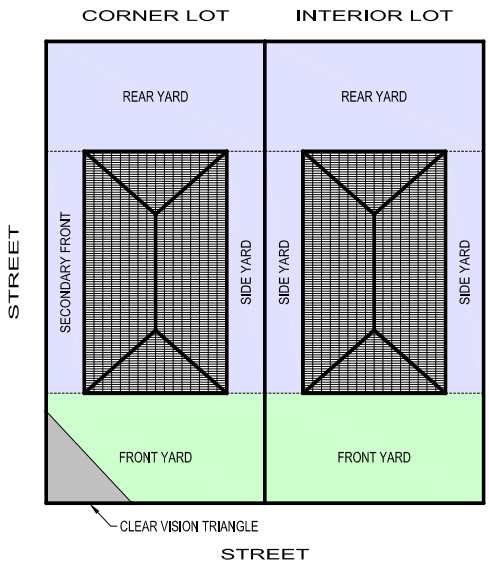


Figure 22.1

23. DECKS AND AMENITY SPACES



(1) decks greater than 0.6 m in height require a permit.



(2) uncovered decks less than 0.6 m in height do not require a permit



(3 & 4) covered decks are deemed part of the principal building

(1) A development permit is required for the construction of a deck if it will be 0.6 metre (2 ft.) or greater in height.

(2) Uncovered decks that are less than 0.6 metre (2 ft.) in height, do not require a development permit provided they meet the minimum setback requirements for accessory buildings.

(3) All covered decks require a development permit.

(4) For the purposes of calculating site coverage requirements, where a structure is attached to the principal building by a roof structure (open or closed), it shall be deemed part of the principal building and subject to principal building requirements.

(5) Refer to Schedule 3, Development Not Requiring a Permit, for regulations pertaining to what types of decks and amenity spaces may be exempt from obtaining a development permit.

24. PARKING REQUIREMENTS

Off-Street Parking Area Requirements

(1) Parking areas shall be accessible, designed and delineated in a manner which will provide for orderly parking.

(2) Parking areas shall be constructed in a manner which will permit adequate drainage, snow removal, and maintenance.

(3) The Municipal Planning Commission may require that parking areas or portions thereof be paved.

(4) Off-street parking may be located in the front yard.

(5) Parking areas provided for Recreational Vehicles must be sized and located entirely within the confines of the property line of the lot, sufficient in size so that parked vehicles will not extend over public sidewalks or into municipal easements, roads or lanes.

(6) In lieu of providing off-street parking, an owner of land to be developed may, subject to the approval of Council, pay to the municipality such amount of money on such terms as the Council considers reasonable in return for the equivalent public parking space to be provided by the municipality elsewhere in close proximity to the development.

(7) To be eligible for the payment-in-lieu provision, a minimum of 50 percent of the total parking requirement for the development shall be provided in accordance with Section 2 of this Schedule.

(8) All parking spaces provided shall be on the same lot as the building or use, except that the Municipal Planning Commission may permit parking spaces to be on a lot within 152.4 metres (500 ft.) of the building or use if determined impractical to provide parking on the same lot with the building or use. Where such other parking space is provided, a caveat approved by Council shall be registered against the lot.

Specific Requirements

(8) The following shall be used to calculate the off-street parking spaces required for a proposed development, unless otherwise stipulated in other sections or districts of the bylaw:

Use	No. of Stalls Required
Dwellings: Single detached (all types)	2 per dwelling unit
Duplex/semi-detached dwelling	2 per dwelling unit
Multi-family dwellings	*2* per dwelling unit
Licensed premises	1 per 2 seating spaces
Retail and personal service stores	1 per 55.7 m^2 (600 sq. ft.) of gross floor area
Banks and offices	1 per 65.0 m^2 (700 sq. ft.) of gross floor area

Use	No. of Stalls Required
Service stations	1 per employee and 2 per service bay
Motels, hotels, bed and breakfasts	1 per guest room
Restaurants and cafes	1 per 4 seating spaces
Industrial and heavy commercial uses and public utility structures	1 per 65.0 m^2 (700 sq. ft.) of gross floor area; or 1 per 3 employees whichever is greater with a minimum of 2 spaces per use.
All others	As required by the MPC

Note: Calculation of parking requirements resulting in a fractional number shall be rounded to the next highest number.

Loading Area Requirements

(9) All loading areas shall provide a doorway into a building sufficient to meet the needs of the use within the building.

(10) Each loading area shall be designed in such a manner that it will not interfere with convenient and safe pedestrian movement, traffic flow, or parking.

(11) The Municipal Planning Commission may consider a joint loading area for two (2) or more uses if, in their opinion, such a loading area would facilitate orderly development or relieve congestion in the immediate area.

(12) The Municipal Planning Commission may require additional loading areas or doors if, in his or their opinion, such additional areas or doors are deemed necessary.

25. SETBACKS FROM ABANDONED WELLS

The Subdivision and Development Regulation (Alberta Regulation 160/2012) requires municipalities to ensure that applicants include abandoned well information from the ERCB in applications for both subdivisions and development permits. The Village of Champion shall meet the legislative requirements of Alberta Regulation 160/2012 regarding subdivision and development by applying the following policies:

(1) It is the responsibility of the applicant of the proposed subdivision and/or development to take measures to identify any abandoned wells within that property and to apply the required setback.

(2) The Subdivision or Development Authority shall not deem a subdivision or development permit application complete until the applicant has provided the required abandoned well information from the ERCB.

(3) The applicant shall be required to provide the following information:

(a) the ERCB information, including a map of the search area from the viewer and a statement that there are no wells in the project area or a list and map identifying the location of

abandoned wells within the search area (including the surface coordinates, as provided by the viewer or ERCB Information Services); and

(b) if an abandoned well is present, a detailed site plan must be provided that accurately illustrates the actual well location (i.e. latitude, longitude) on the subject parcel as identified in the field and the setback established in the ERCB Directive 079 (a minimum 5 metre radius around the well) in relation to existing or proposed building sites.

(4) If there is an abandoned well located in the area of the proposed surface development, the applicant is advised to contact the well licensee of record for any additional information that may be needed or to physically locate the well, and to discuss the proposed development and abandoned well issue in more detail.

(5) Notwithstanding a use may be a permitted use or discretionary use, surface structures on top of an abandoned well are not permitted and a minimum 5 metre setback radius around the well shall be maintained.

USE SPECIFIC STANDARDS

26. Moved-in Dwellings & Moved-in Buildings
27. Solar Collector
28. Small Wind Energy Systems
29. Alternative Energy Sources
30. Shipping Containers
31. Telecommunication Antenna Siting Protocols

26. MOVED-IN DWELLINGS & MOVED-IN BUILDINGS

Moved-In Dwelling/Building means a conventional, previously occupied building which is physically removed from one site, transported and re-established on another site for use as a residence, but does not include modular dwellings, manufactured homes, prefabricated dwellings or ready-to-move dwellings.



All moved-in dwellings/buildings shall comply with the following:

(1) Every application to relocate a building shall be accompanied by:

(a) details of the purpose for which it is to be used;

(b) details of the building's size, age and structural condition;

(c) a minimum of four (4) recent colour photographs showing all sides of the building;

(d) a plan of the proposed site showing the future location of the building;

(e) a report from a qualified building inspector or engineer that the building meets, or can be readily renovated to meet or exceed Alberta Safety Codes Act.

(2) The building and the land upon which it is to be located shall be subject to all conditions and regulations specified for the particular land use district set out in the Land Use Bylaw.

(3) Any costs incurred for building inspections prior to the issuance of a development permit shall be at the expense of the applicant.

(4) The building, when completed, should meet or exceed Alberta Safety Code Act.

(5) The building should comply with all provincial and municipal health and fire regulations.

(6) The quality of the completed building shall be equal to or better than the quality of the other buildings in the area.

(7) The Municipal Planning Commission may require a bond or irrevocable letter of credit of a minimum of 50 percent of the estimated value of the structure or $5,000.00, whichever is greater, to ensure the conditions of the development permit are met **and that municipal infrastructure is not damaged during relocation of the building to the subject parcel. If the cost to complete the work in the conditions of approval is greater than the cash deposit, construction may be completed by the Village and additional costs may be charged against the property taxes.**

(8) Return of the posted bond or irrevocable letter of credit is contingent on the Designated Officer or Municipal Planning Commission verifying the completion of all the conditions of this schedule and the development permit.

(9) A copy of the occupancy permit shall be submitted to the Village office prior to occupancy.

(10) A limit of the time of completion and full compliance with all stipulated requirements shall be established by the Municipal Planning Commission at the time of the approval of the application.

(11) The requirements of the building shall be established by the Municipal Planning Commission at the time of approval of the application and shall form a part of the conditions of the development permit. The Municipal Planning Commission shall impose conditions it deems necessary for the applicant to be required to replace the exterior finishing (roof, siding, soffits, fascia, eves, window trim, paint), windows, door, with new materials and to provide landscaping, draining or other aspects of the development.

Notes: The suggested time limit for completion is 90 days from the date of permit approval. Completion shall include, but not be limited to: hook-up of all utilities, completion of landscaping improvements and grading and any necessary skirting of the dwelling.

27. SOLAR COLLECTOR

(1) A solar collector attached to a wall or roof of a building may be permitted in any land use district as an accessory structure subject to the following:



(a) A solar collector mounted on a roof:

(i) may project a maximum of 1.3 metres (4 ft.) from the surface of the roof and shall not exceed the maximum height requirements of the applicable land use district; and

(ii) must not extend beyond the outermost edge of the roof.

(b) A solar collector mounted to a wall:

(i) must be located such that it does not create undue glare on neighbouring property or public roadways;

(ii) must be located a minimum of 2.4 metres (7.8 ft.) above grade;

(iii) may project a maximum of 1.5 metres (5 ft.) from the surface of the wall, when the wall faces the rear property line, subject to the setback requirements of the applicable land use district; and

(iv) may project a maximum of 0.6 metre (2 ft.) from the surface of the wall when the wall faces the front, secondary front or side property line, subject to the setback requirements of the applicable land use district.

(2) A free-standing solar collector or a solar collector mounted to any structure other than a roof or wall of a building shall be classified as an accessory use and processed subject to the applicable land use district and the following additional standards:

(a) a free-standing solar collector or a solar collector mounted to any structure other than a roof or wall of a building:

(i) must be located such that it does not create undue glare on neighbouring property or public roadways; and

(ii) must not exceed 1.8 metres (6 ft.) in height above existing grade.

28. SMALL WIND ENERGY SYSTEMS

This section establishes standards for the siting and operation of Small Wind Energy Systems. This section is intended to implement the necessary requirements while protecting the scenic and natural resources of the Village of Champion and the health, safety and welfare of its residents.

Definitions

The following definitions apply to this schedule:



Blade means an element of a wind energy system rotor, which acts as a single airfoil, thereby extracting kinetic energy directly from the wind.

Blade clearance means, in reference to a horizontal axis rotor, the distance from grade to the bottom of the rotor's arc.

Rotor's arc means the largest circumferential path travelled by a blade.

Small Wind Energy System (SWES) means a wind energy conversion system consisting of a wind turbine (rotor and blades), a tower, and associated control or conversion electronics, which will be used primarily to reduce onsite consumption of utility power and is CSA approved.

Total height means the height from grade to the highest vertical extension of a SWES. In the case of a SWES with a horizontal axis rotor, total height includes the distance from grade to the top of the tower, plus the distance from the top of the tower to the highest point of the rotor's arc.

Tower means the structure which supports the rotor above grade.

Permit Requirements

(1) Small Wind Energy Systems shall require a development permit depending on their location, as provided in the regulations for the land use districts in which they are allowed.

Type A Small Wind Energy System: This use is defined as a Small Wind Energy System that is either roof mounted or has a tower which does not exceed 12.2 metres (40 ft.) in height.

Type B Small Wind Energy System: This use is defined as a Small Wind Energy System that has a tower which is greater than 12.2 metres (40 ft.) in height but does not exceed 24.4 metres (80 ft.) in height.

Information Requirements

(2) Applications for Small Wind Energy Systems shall include the following information where applicable:

(a) all proposed Small Wind Energy Systems shall be commercially manufactured and applications shall include the manufacturers make and model number;

(b) the manufacturer's specifications indicating:

(i) the SWES rated output in kilowatts;

(ii) safety features and sound characteristics;

(iii) type of material used in tower, blade, and/or rotor construction;

(c) potential for electromagnetic interference;

(d) nature and function of over speed controls which are provided;

(e) specifications on the foundations and/or anchor design, including location and anchoring of any guide wires;

(f) information demonstrating that the system will be used primarily to reduce on-site consumption of electricity;

(g) location of existing buildings or improvements.

Referrals

(3) Prior to making a decision on a development application for a Small Wind Energy System, the Development Authority may refer and consider the input of the following agencies and departments:

(a) Alberta Energy and Utilities Board,

(b) Transport Canada,

(c) Navigation Canada.

Setbacks

(4) A Small Wind Energy System shall comply with all the setbacks that govern the principal use in the district in which it is located.

(5) No part of the wind system structure, including guy wire anchors, may extend closer than 3.0 metres (10 ft.) to the property boundaries of the installation site.

Development Standards

Small Wind Energy Systems shall comply with the following standards:

(6) There shall be a limit of one Small Wind Energy System per parcel.

(7) The system's tower shall be set back a minimum distance equal to the height of the tower from all parcel lines, and a minimum distance of 3.0 metres (10 ft.) from any other structure on the parcel on which the system is located. On parcels 4.0 ha (10 acres) or more, the parcel line setback may be reduced if the applicant demonstrates that:

   (a) because of topography, strict adherence to the setback requirement would result in greater visibility of the system's tower than a reduced setback; and

   (b) the system's tower is set back a minimum distance equal to the height of the tower from any structure on adjoining parcels.

(8) The system's tower shall not exceed a maximum height of 12.2 metres (40 ft.) on a parcel of less than 0.4 ha (1 acre), a maximum of 19.8 metres (65 ft.) on a parcel of 0.4 ha (1 acre) to less than 2.0 ha (5 acres), and maximum height of 24.4 metres (80 ft.) on a parcel 2.0 ha (5 acres) or more.

(9) The system's tower shall be located and screened by landforms, natural vegetation or other means to minimize visual impacts on neighbouring residences and public roads, public trails and other public areas.

(10) The system's tower and supporting structures shall be painted a single, neutral, non-reflective, non-glossy (for example, earth-tones, grey, black) that, to the extent possible, visually blends the system with the surrounding natural and built environments.

(11) The system shall be equipped with manual and automatic over speed controls. The conformance of rotor and over speed control design and fabrication to good engineering practices shall be certified by a licensed mechanical, structural or civil engineer.

(12) The system's tower-climbing apparatus and blade tips shall be no closer than 4.6 metres (15 ft.) from ground level unless the system is enclosed by a 1.8-metre (6-ft.) high fence.

(13) The system's utility lines shall be underground where economically practical.

(14) The system shall be operated such that no electro-magnetic interference is caused.

(15) The system shall be located in the rear yard.

(16) Small wind turbines shall not exceed 60 dB(A), or in excess of 5 dB(A) above the background noise, whichever is greater. The level, however, may be exceeded during short-term events including utility outages and severe windstorms.

(17) Brand names or advertising associated with the system or the system's installation shall not be visible from any public place.

(18) Upon abandonment or termination of the system's use, the entire facility, including the system's tower, turbine, supporting structures and all equipment, shall be removed and the site shall be restored to its pre-construction condition.

Review of Permits

(19) Village Council shall review the impacts of issuance of permits for Small Wind Energy Systems after the issuance of five (5) development permits for this specific use within the municipality.

29. ALTERNATIVE ENERGY SOURCES

The Municipal Planning Commission is authorized to issue development approvals for alternative energy sources such as, but not limited to, solar collectors, heat exchange systems, generators, turbines, etc. provided that any additional approvals or standards required at the municipal, provincial and/or federal levels are met or exceeded.

30. SHIPPING CONTAINERS (or C-containers, Sea-containers)



GENERAL STANDARDS

(1) Shipping containers shall only be allowed in the land use districts where they are listed as a permitted or discretionary use in Schedule 2 – Land Use Districts Regulations. Shipping containers shall not be used or modified to be used as residential accommodation.

(2) An application for a development permit for a proposed shipping container(s) must be completed and submitted to the Development Authority along with the appropriate application fee. At least two recent colour photographs of each container (one end view and one side view) must accompany the application.

(3) There shall be a primary use on the property where the shipping container is proposed, except as provided in sub-section (14) below.

(4) All shipping containers must be located in the rear or side yards only, and the rear and side setback requirements shall be regulated by the Municipal Planning Commission and the requirements of the appropriate land use district.

(5) The maximum number of shipping containers permitted on a lot shall be regulated by the Municipal Planning Commission.

(6) Where multiple shipping containers are permitted on a lot they shall be stacked no more than two containers high.

(7) The Municipal Planning Commission may require as a condition of approval that any shipping container must be painted to match the colour(s) of the principal building or be sandblasted and/or painted to the satisfaction of the Municipal Planning Commission.

(8) The Municipal Planning Commission may require as a condition of approval that any shipping container be screened from view or landscaped.

(9) The exterior of all shipping containers must be kept clean and regularly painted.

(10) Shipping containers shall not display advertising, company logos, names or other marketing without an approved sign permit.

(11) The Municipal Planning Commission may regulate the time period for which a development permit is valid through the issuance of a temporary permit. The validity of a temporary permit shall not exceed one year.

(12) The Municipal Planning Commission may require as a condition of approval the posting of a security deposit guaranteeing compliance with the conditions of the permit.

(13) Removal of the shipping container(s) at the expiration of the permit shall be at the expense of the applicant and/or landowner. The Municipal Planning Commission may require as a condition of approval the posting of a bond or a security guaranteeing the removal of the container and/or compliance with the conditions of the permit.

TEMPORARY SHIPPING CONTAINERS

(14) A shipping container may be placed temporarily on a construction site for the period of construction, or in conjunction with renovation work being done to a building, in any land use district where listed as a permitted or discretionary use with an approved development permit, subject to the following provisions:

(a) temporary shipping containers are subject to the standards in Section 30 above;

(b) the shipping container is needed in connection with construction of a development for which a development permit has been issued or is to temporarily accommodate the storage of goods where a building has been damaged in a fire or flood;

(c) the construction site is active (i.e., construction has commenced and is on-going or is about to commence within one week); placement of a shipping container on an inactive construction site is prohibited;

(d) setbacks for a temporary shipping container shall be as required by the Development Authority;

(e) the Development Authority has the authority to determine the maximum amount of time a shipping container is permitted on a lot but shall not exceed a maximum 6-months unless otherwise authorized;

(f) the shipping container shall be removed immediately upon completion of construction or sooner as may be required by the Development Authority;

(g) must be located such that it does not create an obstruction or undue glare on neighbouring property or public roadways.

31. TELECOMMUNICATION ANTENNA SITING PROTOCOLS

Telecommunication, radio communication and broadcast antenna systems are regulated by Industry Canada. An applicant proposing to locate a telecommunication, radio communication or broadcast antenna system within the Village, which does not meet the exclusion criteria in Appendix C shall be subject to the Siting Protocol process as stipulated in Appendix C. The Telecommunication Antenna Siting Protocol Application form and applicable fee must be submitted by the proponent to the Development Authority who will determine if the municipality will grant a letter of concurrence or non-concurrence.

See Appendix C – Telecommunication, Radiocommunication and Broadcasting Antenna Systems and Supporting Structures (Antenna Systems) Siting Protocol.

Schedule 5

SIGN REGULATIONS

Schedule 5

SIGN REGULATIONS

1. ADMINISTRATION

(1) Unless otherwise provided for, this schedule applies to all signs within the Village of Champion.

(2) No one shall erect, place, or alter a sign without having first obtained a development permit from the Development Authority in accordance with the provisions of this Bylaw.

2. SIGNS NOT REQUIRING A PERMIT

No permit is required for the following types of signs:

(a) residency identification signs which state no more than the name and/or address of the person(s) occupying the lot, provided the sign is no greater than 0.4 m^2 (4 sq. ft.) in area;

(b) signs approved in conjunction with a home occupation permit;

(c) construction signs which do not exceed 3.0 m^2 (32.39 sq. ft.), provided such signs are removed within 14 days of the completion of construction;

(d) political poster signs that do not exceed 1.1 m^2 in area and 1.2 metres in height, provided all such signs are removed within 14 days after the completion of the relevant election or plebiscite;

(e) real estate signs, provided all such signs are removed within 30 days after the sale or lease of the premises upon which the sign is located;

(f) garage sale signs less than 1.0 m^2 in area, provided the owner of the property upon which the sign is located has approved its placement and the sign is removed immediately upon the conclusion of the sale;

(g) signs, notices, or bulletins required to be displayed in accordance with federal, provincial, or municipal legislation or by or on behalf of the federal, provincial or municipal government;

(h) any traffic or directional and informational signs erected by the Village of Champion, the Alberta government or the federal government;

(i) any community service bulletin board erected by the Village of Champion and any notices posted on the bulletin board;

(j) any window sign provided that no more than 50 percent of the window area is covered;

(k) any sign appearing on street furniture, such as benches or garbage containers, that are located on public land if an agreement to locate the street furniture has been reached with Council; provided all such signage is maintained to the satisfaction of the Designated Officer or Municipal Planning Commission; or

(l) banner signs which are displayed for a period of time not exceeding 30 days.

3. PROHIBITED SIGNS

The following signs are prohibited:

(a) signs which employ revolving, flashing or intermittent lights, or lights resembling emergency services, traffic signals, railway crossing signals, hazard warning devices or other similar lighting but does not include changeable content, sign projection styles or animation;

(b) signs which emit amplified sounds or music;

(c) in any **residential** district, signs that employ animation or changeable content as the projection style, unless approved by the municipality in consideration of Section 7(8) of this schedule;

(d) in any **non-residential** district, signs that employ changeable content, animation or pictorial scenes at a luminosity, intensity and/or interval which may create a public hazard or nuisance;

(e) any signs located within the public right-of-way or on public property, except for signs *approved* by the Village of Champion or signs approved by the Province of Alberta or Federal Government;

(f) signs that are attached to or appearing on any vehicle or trailer which is parked on a public right of way or any other public lands or on private land that is located adjacent to a public right of way excepting thereout signs for special events organized by a non-profit association, group or organization for a display time period not to exceed 24 hours;

(g) any sign which has not obtained a development permit or any sign which has not been deemed exempt from the requirement of obtaining a development permit as per this sign schedule (see *Schedule 5, Section 2 – Signs Not Requiring a Development Permit*).

4. APPLICATION REQUIREMENTS

All development permit applications for a sign shall:

(a) be submitted to the Designated Officer;

(b) include a description of the proposal and a plan drawn to a suitable scale and photographs, if available, illustrating:

(i) the location of all existing and proposed sign(s);

(ii) the size, height, and other dimensions of the proposed sign(s), including any supporting structures;

(iii) the location of the property boundaries of the parcel upon which the proposed sign(s) are to be located;

(iv) details with respect to sign content (i.e. wording/lettering, text, message, graphics, etc.);

(v) the materials and finish proposed for the sign(s);

(vi) type of illumination, animation, and/or changeable content, if any, and details with respect to the proposed luminosity intensity and/or interval; and

(vii) if a sign is to be attached to a building, the details regarding the extent of projection must be provided.

5. GENERAL SIGN STANDARDS

(1) All signs shall be maintained in a safe and tidy manner to the satisfaction of the Designated Officer and/or the Municipal Planning Commission.

(2) No more than two (2) signs shall be installed on the premises.

(3) All signs adjacent to a provincial highway require approval of Alberta Transportation.

6. SIGN CONTENT

(1) Signs containing off-premise sign content shall not be permitted, except for public and institutional uses which may be permitted at the discretion of the Municipal Planning Commission.

7. ANIMATION, ILLUMINATION AND CHANGEABLE CONTENT

(1) Any sign containing animation, electronic/digital changeable content or movement shall be at the discretion of the Municipal Planning Commission. Such signs are not considered a sign type but are a display feature of the signage projection style which may be a component of a fascia, freestanding, roof and portable sign.

(2) Permitted sign type – Only fascia, freestanding, roof and portable signs may be considered for projection using animation, digital or electronic message board changeable copy.

(3) No more than one digital sign may be permitted on a single parcel.

(4) The sign area of a sign containing animation, electronic/digital changeable content or movement shall not exceed 4.65 m^2 (50 sq. ft.).

(5) There shall be a minimum 200 metres (656 ft.) separation distance between all signs using animation, digital or electronic message board (changeable copy).

(6) Active digital signs that use digital technology to provide visual communication in advertising or conveying a message for pedestrian or vehicular traffic, where the message is non-fixed (flashing, scrolling, pulsating etc.), and where the message duration is of a time period where the average pedestrian or vehicle passer-by is subjected to a message change, shall not be permitted in the municipality.

(7) The Municipal Planning Commission may place conditions on a development permit approval limiting or regulating the timing or change of content on a sign.

(8) Any sign containing animation, electronic/digital changeable content or movement shall be prohibited from a residential land use district. An exemption to this may be considered by the Municipal Planning Commission if the signage is for a community group or organization, school, or the municipality.

8. FREESTANDING SIGNS

Freestanding signs may be permitted in all non-residential districts subject to obtaining a development permit *and* the following limitations:

(a) not more than two (2) signs shall be installed on the premises;

(b) no sign shall exceed 11.1 m^2 (120 sq. ft.) in area;

(c) no sign shall be illuminated unless the source of light is steady and suitably shielded;

(d) the maximum height of any freestanding sign shall be 6.1 metres (20 ft.);

(e) the maximum height of any lawn sign shall be 1.5 metres (5 ft.);

(f) the location of any lawn sign shall be such that it does not become a visual obstruction to traffic.

9. FASCIA SIGNS

Fascia signs may be permitted in all non-residential districts subject to obtaining a development permit *and* the following limitations:

(a) not more than two (2) signs shall be installed on the premises;

(b) no sign shall exceed 11.1 m^2 (120 sq. ft.) in area;

(c) no sign shall be illuminated unless the source of light is steady and suitably shielded;

(d) shall not project more than 0.3 metre (1 ft.) from the face of the building;

(e) shall not project over a street, sidewalk or public property unless the fascia sign maintains a minimum clearance from grade of 2.4 metres (8 ft.).

10. CANOPY SIGNS

Canopy signs may be permitted in all non-residential districts subject to obtaining a development permit *and* the following limitations:

(a) no part of the canopy, excluding that portion which is used for support and which is free of advertising shall be less than 2.4 metres (8 ft.) above the ground or sidewalk grade;

(b) no part of the canopy shall project more than 0.5 metre (1.6 ft.) above the top of the vertical face of the wall to which it is attached;

(c) no part of the canopy shall project more than 1.2 metres (4 ft.) over public property, or come within 0.6 metre (2 ft.) of the curb or edge of a roadway;

(d) approval of any canopy signage projecting over public land is conditional upon the applicant and/or owners entering into an encroachment and hold harmless agreement with the Village of Champion. The agreement may be registered on title.

11. PROJECTING SIGNS

(1) No part of a sign shall project more than 1.5 metres (5 ft.) over a public sidewalk or within 0.9 metre (3 ft.) of a curb adjoining a public roadway.

(2) Projecting signs shall be placed:

(a) at right angles to the building face to which they will be attached; or

(b) in the case of corner sites, placed at equal angles to the building faces that form the corner.

(3) Projecting signs shall have a minimum vertical clearance of 2.4 metres (8 ft.) measured between the lower sign edge and grade.

(4) **Shingle Signs** area type of projecting sign and must meet the standard described above in section 11(1) to (3).

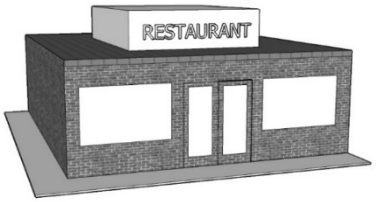


(a) In all Residential land use districts, a shingle sign associated with a home occupation shall:

(b) be limited to one sign, which may be a shingle type projecting sign on the premises of an approved home occupation use; and

(b) not exceed 0.4 m^2 (4 sq. ft.) in area.

12. ROOF SIGNS



(1) No more than one roof sign per building shall be permitted.

(2) A roof sign shall not project more than 3.0 metres (10 ft.) above the highest point of the roof.

(3) The sign shall not be placed on the sloped portion of a roof.

(4) The display surface of a roof sign shall not exceed 8.4 m^2 (90 sq. ft.).

(5) Where the roof sign display surfaces are back-to-back in a common structure, it shall be construed to be a single sign.

(6) Every roof sign shall be erected in such a manner that the support structure, guy wires, braces, and all other secondary supports are not visible, so that the roof sign appears to be an architectural component of the building, unless otherwise directed by the Municipal Planning Commission.

(7) No roof sign shall extend beyond the ends or sides of the building.

(8) Multi-tenant roof signs may be considered by the Municipal Planning Commission, provided the advertising is located on one roof sign only.

13. PORTABLE SIGNS

Portable signs may be permitted in all non-residential districts subject to obtaining a development permit *and* the following limitations:



(a) the copy area of a portable sign shall not exceed 3.7 m^2 (40 sq. ft.);

(b) portable advertising signs shall not be displayed for more than 120 days in one calendar year;

(c) all portable signs shall be located within the property lines of the location address shown on the development permit application;

(d) variances may be considered by the Municipal Planning Commission only in exceptional circumstances.

14. MURAL SIGNS

Mural signs may be permitted in all non-residential districts subject to obtaining a development permit *and* the following limitations:

(a) the mural must be a painting or other decorative work and no mural shall be created to solely display a commercial message or depiction;

(b) the location, theme, construction materials and size associated with the mural shall be to the satisfaction of the Municipal Planning Commission. The Municipal Planning Commission may require the mural content reflect the Village's heritage.

15. TEMPORARY SIGNS

(1) All temporary signs require a Development Permit except those signs otherwise exempted in the bylaw.

(2) A development permit for a temporary sign will be valid for a period of no longer than 60 days, other than a portable sign" which may be allowed for 120 days maximum.

(3) No temporary signs shall be suspended on or between support columns of any permanent freestanding sign.

(4) No posters or signs shall be placed on any public utility such as a power pole.

(5) No posters or signs shall be placed on village street name signs.

(6) The Designated Officer shall only approve the location of the temporary sign on the premises after having given due consideration for the location of power supply, sight lines visibility, parking pattern on the site and/or any other site specific development constraints that the Designated Officer considers relevant.

(7) The copy area of a temporary sign shall not exceed 3.7 m^2 (40 sq. ft.).

(8) The Designated Officer must be satisfied that any political posters, real estate signs, third-party signs or other signs located on a municipal boulevard will not create a traffic hazard or obstruct the public's view of any other signs.

16. OTHER SIGNS

When a sign cannot be clearly categorized as one of the abovementioned sign types (canopy, fascia, freestanding, portable, or mural) as defined in this Bylaw, the Municipal Planning Commission shall determine the sign type in consultation with *Schedule 5, Section 13 – Sign Definitions* and any and all applicable controls and limitations.

17. SIGN DEFINITIONS

For the purpose of the Land Use Bylaw and this Schedule, the following definitions apply:

A-BOARD means a portable sign which is set on the ground, built of two similar pieces of material and attached at the top by a hinge(s) so as to be self supporting when the bottom edges are separated from each other and designed and built to be easily carried by one person. See subsection 15 Temporary Signs.

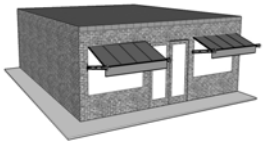


ABANDONED SIGN means a sign which advertises or identifies an activity, business, owner, product, lessee or service which no longer exists or a sign for which no legal owner can be found.

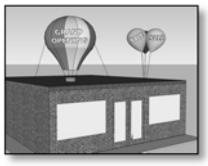
ANIMATION means a projection style where action or motion is used to project sign content, including lighting changes, special effects or pictures, but does not include changeable content.



AWNING means an adjustable or temporary roof-like covering fitted over windows and doors and used for either shelter, advertising or decoration.



BALLOON SIGN means any inflatable device used or employed as a sign that is anchored to the ground or to a building or structure.



BANNER SIGN means a temporary sign that is made of lightweight material intended to be secured to the flat surface of a building or structure, at the top and the bottom on all corners, excluding official flags and emblems.



BILLBOARD SIGN means a freestanding structure constructed to provide a medium for advertising where the subject matter is not necessarily related to a use at or around the parcel on which the billboard is located and where the copy can be periodically replaced.

CANOPY means a permanent fixture fitted over windows and doors and used for either shelter, advertising or decoration.

CANOPY SIGN means a sign that is mounted, painted or otherwise attached to an awning, canopy or marquee.

CHANGEABLE CONTENT means sign content which changes automatically through electronic and/or mechanical means and may include typical features such as an electronic message centre or time and temperature unit.



Mechanical



Electronic

CONSTRUCTION SIGN means a temporary sign which is placed on a site to advertise items such as the provision of labour, services, materials or financing on a construction project.

DIRECTIONAL AND INFORMATION SIGN means a sign the message of which is limited to providing direction guidance, distance, facility or similar information and which may contain a name or logo.



FASCIA SIGN means a sign attached across the face of the building, located approximately parallel thereto, in such a manner that the wall becomes the supporting structure for, or forms the background surface of the sign, which does not project more than 0.3 metre (1 ft.) from the building.

FREESTANDING SIGN means a sign supported independently of a building, wall, or other structure by way of columns, uprights, braces, masts or poles mounted in or upon grade.

FRONTAGE means the front lot line and the side of a lot abutting a public roadway. Frontage does not include any side of a lot abutting a lane unless the lane is the only means of physical access.

HOME OCCUPATION SIGN means a sign advertising a home occupation approved under the provisions of the Land Use Bylaw.

LUMINOSITY means the measurement of brightness.

MULTI-TENANT SIGN means any type of sign that may contain sign content that advertises more than one tenant and/or business.

MURAL SIGN means any picture, scene, graphic or diagram displayed on the exterior wall of a building for the primary purpose of decoration or artistic expression and not created to solely display a commercial message or depiction.

OFF-PREMISES SIGN means any type of sign that may contain sign content that advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the premises on which the sign is located.

OFF-PREMISES SIGN CONTENT means sign content which advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the premises on which the sign is located.

ON-PREMISES SIGN CONTENT means sign content which advertises a service, product or activity conducted, sold or offered on the property that the sign is located.

OTHER SIGN means any sign that is not defined as a canopy sign, fascia sign, freestanding sign or portable sign.

OVERHANGING means that which projects over any part of any street, lane or other municipally-owned property.

PARAPET means the extension of a false front wall above a roof line.

POLITICAL POSTER SIGN means a temporary sign announcing or supporting candidates or issues in any election or plebiscite.

PORTABLE SIGN means a sign that is not permanently affixed to a building, structure, or the ground and does not include A-Board signs as defined in this Bylaw.

PROJECTING SIGN means a sign other than a canopy sign or fascia sign which is attached to and projects, more than 0.3 metre (1 ft.) horizontally from a structure or building face.

REAL ESTATE SIGN means a sign advertising real estate (i.e. property) that is for sale, for lease, or for rent or for real estate that has been sold.

RESIDENCY IDENTIFICATION SIGN means a sign located on a lot in a residential district that provides for the name and/or address of the owner or occupant of a dwelling.

ROTATING SIGN means a sign or portion of a sign which moves in a revolving manner.

ROOF SIGN means any sign erected upon, against, or directly above a roof or on top of or above the parapet of a building.

SHINGLE SIGN means a small sign which is suspended from a mounting attached directly to the building wall. Shingle signs are generally placed perpendicular to the face of a building and are typically found in pedestrian-oriented environments such as a downtown and/or historic district. See Projecting Signs.

SIGN means a lettered board or other public display intended for the advertising or calling attention to any person, business, matter, object or event.

SIGN ALTERATION means the structural and/or projection style modification of a sign but does not include the routine maintenance, painting or change in face, content, copy or lettering.

SIGN AREA means the entire area within a single continuous perimeter enclosing the extreme limits of a sign and in no case passing through or between any adjacent elements of same. However, such perimeter shall not include any structural elements lying outside the limits of such sign and not forming an integral part of the display. See figure below.

SIGN CONTENT means the wording/lettering, message, graphics or content displayed on a sign.

SIGN CONTENT AREA means the entire area within a single straight line geometric figure or a combination of squares or rectangles that will enclose the extreme limits of the advertising message or announcement including decorations related to the specific nature of the advertising message or announcement.



Sign area = length of A x length of B
Sign content area = length of C x length of D

SIGN HEIGHT means the vertical distance measured from the highest point of the sign or sign structure to the finished grade.

SIGN ILLUMINATION means the lighting or exposure of a sign to artificial lighting either by lights on or in the sign or directed toward the sign.

SIGN PROJECTION STYLE means the method by which the sign content is conveyed to the viewer (e.g. lettering/logo, animation, changeable content, movement/motion).

SIGN TYPE means the type of structure of a sign (e.g. billboard, freestanding, portable, etc.) used to convey sign content.

TEMPORARY SIGN means any sign permitted, designed or intended to be displayed for a short period of time (not to exceed 30 days), not including portable signs, however including balloon signs, developer marketing signs, land use classification signs, construction signs, political poster signs, window signs, banner signs, A-board signs or any other sign that is not permanently attached to a building, structure or the ground.

VEHICLE SIGN means a sign attached to, painted on or installed on a vehicle other than a public transportation vehicle, taxi cab or school bus.

WINDOW SIGN means a sign painted on, attached to or installed on a window intended to be viewed from outside the premises.

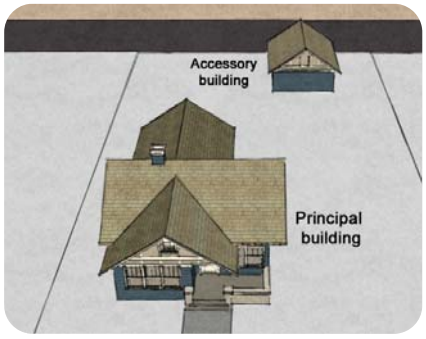
Schedule 6

DEFINITIONS

DEFINITIONS

A

Accessory Building means a building that is separate from the principal building on the lot on which both are located, and is incidental or subordinate to and customarily found in connection with a primary structure or use, located on the same lot as the principal building or use, but does not include a building or structure used for human habitation. (see Figure)



Accessory Building

Accessory Structure means a building or structure detached from a principal building, normally ancillary, incidental, subordinate to the principal building or use. Typical accessory structures include flagpoles, swimming pools, propane tanks, satellite dishes, garages, and garden sheds. When a building is attached to the principal building by a roof, a floor or foundation above or below grade, it is part of the principal building.

Accessory Use means a use of a building or land, which is incidental to and subordinate to the principal use of the site on which it is located.

Act means the *Municipal Government Act*, Revised Statutes of Alberta, 2000, Chapter M-26, as amended.

Addition means adding onto an existing building, provided that there are no major structural changes to the existing building, no removal of the roof structure, and no removal of the exterior walls, other than that required to provide an opening for access from, and integration of, the existing building to the portion added thereto and there is a common structural connection from the existing building to the addition that includes a foundation, constructed to the minimum standards outlined in the Alberta Building Code, and a roof.

Adult Entertainment Facility means

(a) an adult public venue or establishment where, either as a principal activity or an activity ancillary to some other activity which is conducted on the premises:
   (i) live performances take place; or
   (ii) motion pictures, video tapes, digital video discs, slides or other electronic productions are shown, involving or depicting the nudity of any person;

(b) a night club, dance club, bar, pub, tavern, lounge or other similar establishment where, either as a principal activity or an activity ancillary to some other activity which is conducted on the premises:
   (i) live performances or displays by a person (e.g. exotic dancing, etc.) take place; or

(ii) competitions are engaged in, involving the nudity of any person;

(c) a development that the Development Authority considers to be similar to any of those described in clauses (a) and (b).

Air Conditioner, Freestanding Exterior means a standalone or portable mechanical refrigeration cooling system for controlling the humidity, ventilation, and temperature in a building, typically to maintain a cool atmosphere in warm conditions.

Amenity Space means a space, natural or developed, that has aesthetic or other characteristics that increase its desirability or marketability to the public. This may include but is not limited to wetlands, playgrounds, and gardens.

Amusement Facility means development for amusement pastimes, and may incorporate eating facilities as an accessory use. This includes amusement arcades, billiard parlours, bingo halls, bowling alleys, theatres and any other uses the Development Authority considers similar.

Animal Grooming Facility means a facility that provides a service for the care and appearance of domestic animals but does not include the breeding and/or overnight boarding of such animals.

Apartment – see **Dwelling, Apartment**

Applicant means the registered owner of the land or his/her representative or agent certified as such.

Approved Use means a use of land and/or building for which a development permit has been issued by the Designated Officer or the Municipal Planning Commission.

Area Redevelopment Plan means a statutory plan accepted or adopted by Council as an area redevelopment plan pursuant to the *Municipal Government Act*.

Area Structure Plan means a statutory plan in accordance with the *Municipal Government Act* and for the purpose of providing a framework for subsequent subdivision and development of an area of land in the municipality.

Attached Garage means a building or portion of a building that is used for the storage of motor vehicles, which is attached to the principal building by sharing a common wall with the dwelling, and usually contains an access doorway into the principal building. For the purpose of calculating setbacks and site coverage requirements, an attached garage is deemed to be part of the principal building.

Auto Body Repair Shop means a facility for the painting, repair or sanding of motor vehicle bodies and chassis but does not include facilities for the sale of gas or lubricating oil, or an automotive repair service. Auto detailing may be included as a use.

Automobile Service means a facility for the repair and servicing of motor vehicles including, but not limited to, mufflers, oil changes, transmissions, engine replacement services and glass repair. Such facilities do not include the sale of gas.

Automobile Sales means a development used for the retail sale, lease, and rental of new or used automobiles and/or recreation vehicles.

Auto Wreckage and Salvage Yard – see **Wreckage and Salvage Yard**

B

Balcony means a platform, attached to and projecting from the face of a principal building with or without a supporting structure above the first storey, normally surrounded by a baluster railing and used as an outdoor porch or sundeck with access only from within the building.

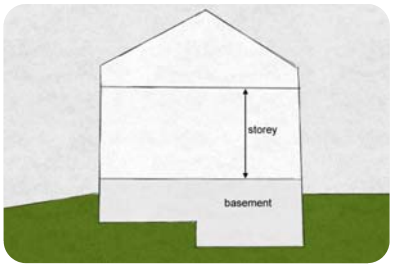

Balcony, uncovered above

Balcony, Covered means a balcony that has a full or partial roof structure including open beam and/or lattice work.

Balcony, Uncovered means balcony that completely lacks an overhead structure.

Bank means a financial institution that is open to the public and engaged in deposit banking and other closely related functions such as loans, investments, and facilitating the transmission of funds.

Basement means the lowest storey of a building, partly or wholly below grade and having its floor below grade by a distance greater than one-half the distance from floor to ceiling.



Basement

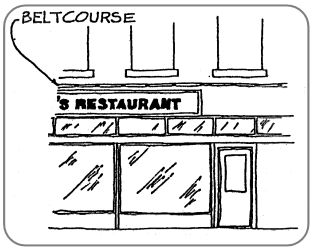
Bay Window means a window space projecting outward from the main walls of a building and forming a bay in a room.


Bay Window

Bed and Breakfast means a home occupation which provides short-term accommodation, generally not exceeding one(1) week to the travelling public, tourists or members of the general public with or without meals.

Berm means a dyke-like form used to separate incompatible areas or uses, or constructed to protect the site or district from vehicular road or other noise.

Belt Course means a narrow horizontal band projecting from the exterior walls of a building, usually defining the interior floor levels.



Belt Course

Boarding House means a building (other than a hotel or motel) containing not more than 15 sleeping rooms where means or lodging for five or more persons are provided for compensation pursuant to previous arrangements or agreement.

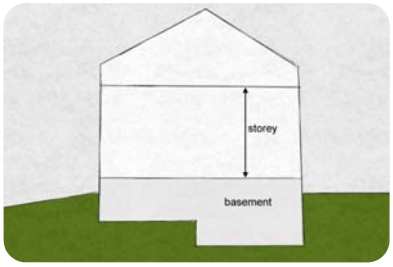
Bulk Fertilizer Storage (including anhydrous ammonia) means an establishment where fertilizer goods are received and stored for the purpose of distribution.

Bulk Oil Stations means the storage and transportation of large quantities of refined or crude oil products with the intent of delivery to appropriate markets and eventual sale and use.

Buildable Area means that portion of a lot or parcel which remains after all setbacks, minimum yard dimensions, utility right-of-way or easements, and separation distances have been deducted.

Building has the same meaning as in the *Municipal Government Act*.

Building Height means the vertical distance between average grade and the highest point of a building excluding elevator housing, a roof stairway entrance, a ventilating fan, skylight, steeple, chimney, smoke stack, fire wall or parapet wall, flagpole, or other similar structure.



Building Height

Building Inspector means the person or persons appointed by the municipality to be the chief building inspector(s) in and for the Village of Champion.

Building Massing means the volume, height, location and orientation of a building.

Building Permit means a certificate or document issued by the Safety Codes Officer pursuant to provincial legislation authorizing commencement of construction.

Building Scale refers to building elements and details as they proportionally relate to each other and to humans.

Building Site means a portion of land that is the subject of a development application on which a building can or may be constructed.

Business Support Services means services provided to businesses such as clerical, secretarial, employment, telephone answering, photocopying, reproduction processes and similar uses.

C

Cafe means an informal restaurant primarily offering coffee, tea, and other beverages, and where light refreshments and limited menu meals may also be sold.

Cantilever means a beam or structure supported on only one end.

Campground means any area that is occupied or intended or designed or improved for occupancy by transients using recreational vehicles, motor homes, or mobile trailers for dwelling, lodging, or sleeping purposes and is held out as such to the public in which money is exchanged for overnight use of the area. Campground does not include any manufactured housing community.

Car Wash means the use of a structure or area providing for the cleaning of motor vehicles but does not include truck washes or service stations/gas bars.

Carport means a partially-enclosed structure intended for the shelter of one or more motor vehicles.



Cemetery means land used or dedicated to the burial of the dead, including crematoriums, mausoleums, necessary sales, and maintenance facilities.

Change of Use means the conversion of land or building or portion thereof from one land use activity to another in accordance with the Permitted or Discretionary Uses as listed in each land use district.

Child Care Facility means a building or portion thereof used for the provision of care, maintenance and supervision of seven (7) or more children, by persons unrelated to the children by blood or marriage, for periods not exceeding 24 consecutive hours and includes all day care centres, nurseries and after-school or baby-sitting programs which meet the conditions of this definition.

Church means a building used for non-profit purposes by a recognized and legally established sect for the purpose of worship, but may also be used to house community events.

Clear Vision Triangle means a triangular area on a corner lot formed by an imaginary line starting at the point of intersection of the two street property lines and extending 6.1 metres (20 ft.) from their point of intersection.

Closed Roof Structure means a structure built in accordance with any applicable safety and/or building code and has a permanent overhead covering of any type, including lattice work and open beams.

Clubs and Fraternal Organizations means development used for the meeting, social or recreational activities of members of a non-profit philanthropic, social service, and athletic, business or fraternal organization, without on-site residences. Clubs and fraternal organizations may include rooms for eating, drinking and assembly.

Commercial Recreation means a facility or building that charges a fee and is not operated by a public body that is used for recreational activities. This use includes commercial campgrounds.

Common Wall means a vertical separation completely dividing a portion of a building from the remainder of the building and creating in effect a building which, from its roof to its lowest level, is separate and complete unto itself for its intended purpose, such wall being owned by one party but jointly used by two parties, one or both of whom is entitled to such use by prior arrangement.

Condominium means a building or structure where there exists a type of ownership of individual units, generally in a multi-unit development or project where the owner possesses an interest as a tenant in common with other owners.

Corner Lot means a lot located at the intersection or junction of two or more streets (not including lanes).

Corner Side – see **Yard, Secondary Front**

Cornice means the top course of a wall when treated as a finish or crowning member.



Cornice

Council means the Council of the Village of Champion in the Province of Alberta.

Curb means a stone, concrete, or other improved boundary marking the edge of the roadway or paved area.

D

Day Care – See **Child Care Facility**

Day Home means the provision of care or supervision of individuals, either children or adults, within a private dwelling for a period not exceeding 24 consecutive hours and with no more than 6 clients per day.

Deck means a paved, wooden, or other hard-surfaced area generally adjoining a principal building intended for outdoor living space that is 0.61 metres (2 ft.) or greater above grade.



Uncovered deck greater than 0.6 m in height

Deck, Uncovered means any deck that lacks a complete or partial roof, including overhead open beams or lattice work.

Deck, Covered means any deck that is either completely or partially roofed, even by open beams or lattice work. A covered deck shall have no enclosure other than the side(s) of the principal building to which the deck is attached, the minimum required supports for the roof and a railing.



Covered deck

Demolition means the pulling down, tearing down or razing of a building or structure.

Density means the number of dwelling or accommodation units on a site expressed in units per acre or hectare, or alternatively as the site area required per dwelling unit.

Designated Officer means a person authorized by Council to act as a Development Authority pursuant to section 624(2) of the *Municipal Government Act* and in accordance with the municipality's Land Use Bylaw, Municipal Planning Commission and Subdivision and Development Authority Bylaw.

Developer means a person or an owner of land in accordance with the Statutes of the Province of Alberta who wishes to alter the title to the property and change the use of the property from its existing use or cause to be located or constructed on the property buildings or structures.

Development has the same meaning as it has in the *Municipal Government Act* and means:

(a) an excavation or stockpile and the creation of them;

(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;

(c) a change of use of land or a building or an act done in relation to land or a building that results 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.

Development Agreement means an agreement between the developer and the municipality to:

(a) construct or pay for the construction of public roadways or parking areas;

(b) install or pay for the installation of utilities, and/or any municipal service mutually agreed upon;

(c) pay for an off-site levy or redevelopment levy imposed by bylaw.

Development Area means the area to be occupied by a building plus the reasonable area required for excavation and construction.

Development Authority means the Municipal Planning Commission or the Designated Officer as provided for within this Bylaw.

Development Permit means a permit issued pursuant to this Bylaw authorizing a development. A development permit does not constitute a building permit.

Discretionary Use – see **Use, Discretionary**

District means a defined area of a municipality as set out in the land use district schedule of uses and indicated on the Land Use Districts Map.

Drive-In/Drive-Through Restaurant means an establishment where food is prepared and served on the premises for sale to the public and includes car attendant and/or drive-through, pick-up service.

Driveway means a minor private access road, either paved or unpaved, that is of an approved minimum width for the designated use of the lot as prescribed in Schedule 2 of this Bylaw and provides access to a single lot or facility for the purpose of parking and/or loading.

Dry Cleaning Shop means an establishment or business maintained for the pickup and delivery of dry cleaning and/or laundry without the maintenance or operation of any laundry or dry-cleaning equipment or machinery on the premises.

Dwelling (unit) means a self-contained premise designed for human habitation which includes provisions for cooking, sleeping and sanitary facilities.

Apartment means a building containing three (3) or more dwelling units sharing a common hall and common entrance at grade.

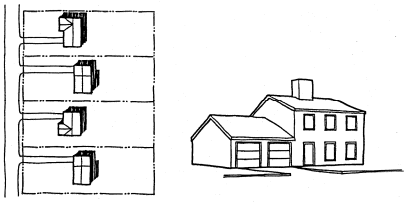
Duplex means a building containing two separate dwelling units connected by a common floor/wall or ceiling, but not legally subdivided by a property line.

Moved-in means a conventional, previously occupied building which is physically removed from one site, transported and re-established on another site for use as a residence, but does not include modular dwellings, manufactured homes, prefabricated dwellings or ready-to-move dwellings.

Multi-unit means a building other than a townhouse/row dwelling containing three (3) or more separate dwelling units.



Single Detached Site-Built Dwelling means a building constructed on the lot intended for occupancy containing a single dwelling which is not attached to any other dwelling by any means. For the purposes of this Bylaw, site-built dwelling does not include manufactured homes, modular dwellings, prefabricated dwellings, moved-in dwellings, or ready-to-move dwellings.



Single-Detached Manufactured Dwelling means a dwelling unit conforming to CSA standards and the Alberta Building Code designed for transportation after fabrication, whether on its own wheels or a trailer, and which arrives at the site where it is to be occupied as a dwelling, complete and ready for occupancy (except for incidental operations such as placing the building on an acceptable foundation). For the purposes of this Bylaw, manufactured dwellings do not include prefabricated dwellings, moved-in dwellings, or travel trailers.



Single Detached
Manufactured Dwelling

Single Detached Manufactured Dwelling, Double-Wide means a manufactured home consisting of two sections, moved separately, that are joined together into one integrated dwelling unit on site.

Single Detached Manufactured Dwelling, Single-Wide means a manufactured home consisting of a single section designed to stand alone as a single dwelling unit.

Single-Detached Prefabricated Dwelling means a dwelling unit that is built in a factory or portions of dwelling units that are built in a factory or location other than on the lot intended for occupancy. A new factory built structure that is manufactured in accordance with CSA and the Alberta Building Code, is transportable in one or more sections, and is used as a place for human habitation; but which is not constructed with a permanent hitch, chassis or other device allowing transport of the unit other than for the purpose of delivery to a permanent site. This definition does not include manufactured homes, park model homes or travel trailers. Single-detached prefabricated dwellings include the following:

Modular
Ready-to-Move
Panelized



Single-Detached
Prefabricated Dwelling

Townhouse/Row means a building containing three (3) or more separate dwelling units with each unit placed side by side and each having a separate front and rear entrance.



DWELLING, TOWNHOUSE/ROW HOUSE

Semi-Detached or Two-Unit Dwelling means a building containing two (2) separate dwelling units connected by a common wall or ceiling and may be legally subdivided by a property line.



E

Easement means a right held by one part in land owned by another.

Eaves means the projecting lower edges of a roof overhanging the wall of a building.

Equipment Sales and Services means establishments primarily engaged in the sale or maintenance including but not limited to tools, construction equipment, and other similar industrial equipment that is not included in the term **Farm machinery/industrial machinery sales, rental and service** as defined in this Bylaw.

Extensive Agriculture/Horticulture means cultivation and production of crops, including the production of specialty crops within greenhouses or other enclosures, for off-site commercial sales. Examples include but are not limited to row crops, greenhouses, nurseries, hydroponic gardens and tree farms.

F

Fabric Building means a structure, truss or tube-frame building system which is covered with fabric, generally of canvas, vinyl, plastic, or cotton material, which is typically used as an accessory building, garage or for storage. For use purposes these may be considered as an **Accessory building**.

Farmstead means the accessory part of an agricultural parcel developed with dwellings, structures, shelter belts, dugouts, storage areas for farm equipment, produce and fertilizer, etc. necessary to the extensive cultivation and/or grazing use of the major portion of land.

Farm Machinery/Industrial Machinery Sales, Rental and Service means the use of land or buildings for the sale, service and/or rental of agricultural implements and/or vehicles over 5,900 kg (13,000 lbs.) tare weight and heavy machinery used in the operation, construction or maintenance of buildings, roadways, pipelines, oil fields, mining, or forestry operations, and in freight hauling operations. Cleaning, repairing and sale of parts and accessories may be allowed as part of the principal use or as accessory uses.

Fence means a structure usually made of wood, rails, bricks or wire used as an enclosure, to mark parcel boundaries or for screening purposes about all or part of a lot.

Fertilizer Storage and Sales means a development used to store bulk fertilizer for distribution. This use class does not include the sales of bagged fertilizer in a retail shop.

Financial Institution means a development or use primarily for providing the service of banking or lending money, such as a bank, savings and loan institution, or credit union.

Fire Hall means a facility developed to house and dispatch fire fighters and fire equipment owned and operated by the municipality, or other duly authorized volunteer fire authority.

Fish Pond means a body of water developed for the sole purpose of being a habitat for domestic fish and other legal aquatic pets and does not constitute the use of swimming by humans.

Floor Area means the sum of the gross horizontal area of the several floors and passageways of a building not including basements, attached garages and open porches.

Front Yard – see **Yard, Front**

Frontage means the front lot line and the side of a lot abutting a public roadway. Frontage does not include any side of a lot abutting a lane unless the lane is the only means of physical access.

Food Processing means a development that consists of the processing of raw materials into a semi-finished or finished food and/or beverage product that may be stored on site prior to the distribution of the product. Any indoor display, office or administrative support areas shall be considered an accessory use.

Foundation means the supporting base structure of a building.

Funeral Home means a development used for the arrangement of funerals, the preparation of the deceased for burial or cremation, the holding of funeral services and the carrying out of cremations.

G

Garage (residential) means an accessory building designed and used for storage of motor vehicles.

Garage Suite means a secondary suite dwelling unit located above a rear detached garage, which is accessory to a principal dwelling unit.

Garden Centre means a development designed and used for the commercial growing of vegetables, flowers or other plants for transplanting or sale. Retail uses accessory to the use and on-site, in-ground growing of plants or trees may be allowed.

Gas Bar – see **Service Station**

Government Office and Services means development providing municipal, provincial or federal government services directly to the public or the community at large and includes development required for the public protection of persons or property, combined service and office.

Grade means the average elevation of the finished ground or street surface.

Grain Elevator means a facility for the collection, grading, sorting, storage, and transshipment of grains.

Greenhouse means a building used for the growing of plants, all or part of which are sold at retail or wholesale.

Grocery Store means the use of a building for the sale of foodstuffs and household goods. It does not include service stations/gas bars or liquor stores.

Gross Floor Area means the sum of the areas of all floors of a building measured to the outside surface of the exterior walls or, where buildings are separated by firewalls, to the centre line of the common firewalls and includes all floors totally or partially above the finished ground surface excluding an artificial embankment but including all mechanical equipment areas.

Group Home means a development using a dwelling unit for a provincially-approved residential social care facility providing rehabilitative and supportive care for four or more persons. A group home may incorporate accommodation for resident staff as an accessory use.

H

Hazardous Chemical Storage – the storage of bulk hazardous chemicals, as defined in the *Occupation Health and Safety Act*, shall not be permitted within the Village.

Health Service means any service, whether public or private, principally engaged in providing health maintenance, diagnosis or treatment of human diseases, pain, injury, deformity, or physical condition, including but not limited to a pharmacy, general hospital, diagnostic center, treatment center, rehabilitation center, extended care center, nursing home, intermediate care facility, outpatient laboratory, or central services facility serving one or more such institutions.

Heavy Commercial Use means the development for commercial use on a large scale where there may be external effects from the activities such as smoke, noise, or odour, or other similar nuisances.

Heavy Manufacturing and Industrial Processes means a development for manufacturing, assembling or fabricating activities on a large scale, where there may be external effects from the activity such as smoke, noise or odour or other similar nuisances.

Home Occupation 1 means a home-based occupation that involves the establishment of a small-scale business incidental to the primary use of the residence and which does not involve:

(a) outdoor storage and/or display of goods;

(b) non-resident employees; and/or

(c) customer/client visits to the residence.

Home Occupation 2 means a home-based occupation involving the establishment of a small-scale business incidental to the primary use of the residence that does not meet the criteria for a Home Occupation 1 and which may involve:

(a) the use of an accessory building;

(b) outdoor storage and/or display of goods within the residence or accessory building;

(c) one non-resident employee; and/or

(d) customer visits.

Hotel/Motel means a building used primarily for sleeping accommodation and ancillary services provided in rooms or suites of rooms that may contain bar/kitchen facilities. The building may also contain commercial or other uses and may offer such additional services as parking facilities, restaurant or dining room, room service or public convention facilities.

Hospital means a building providing medical treatment on both an in-patient and an out-patient basis and may include provision for outdoor amenity areas, laundry facilities, maintenance buildings and air transport facilities.

I

Illumination means the lighting of a building, structure, landscaping, or sign by artificial means.

Improvement means any installation or physical change made to a property with a view to increasing its value, utility or beauty.

Industrial Use – see **Use, Industrial**

Indoor Storage means the enclosed storage of goods, merchandise, materials or equipment within a **building**.

Institutional means a use by or for an organization or society for public or social purposes and, without restricting the generality of the term, includes senior citizen housing, nursing homes, day care centers, places of worship, museums, libraries, schools, service and fraternal organizations, and government buildings.

Interior lot means any lot other than a corner lot.

K

Kennel means a facility where dogs or cats or other domestic pets are maintained, boarded, bred, trained or cared for or kept for the purposes of sale but excludes a veterinary clinic.

L

Landscaped Area means that portion of a site which is to be landscaped pursuant to a development permit, and excludes areas used for parking and driveways.

Landscaping means the modification and enhancement of a site or development through the use of the following elements:

- natural landscaping consisting of vegetation such as trees, shrubs, hedges, grass and other ground cover;
- hard landscaping consisting of non-vegetative materials such as brick, stone, concrete, tile and wood, excluding monolithic concrete and asphalt; and
- excludes all areas utilized for driveways and parking.

Lane means a public roadway, not exceeding 9.1 metres (30 ft.) in width which provides a secondary means of access to a lot.

Library/Museum means a public facility for the use, but not sale of literary, musical, artistic, or reference materials. A collection of natural, scientific, or literary curiosities displayed for viewing by the public, with or without an admission charge, and which may include as an accessory the sale of goods to the public.

Licensed Premise means any form of written permission given to any person, organization, or agency to engage in any activity, as required by law or agency rule. A license includes all or part of an agency permit, certificate, approval, registration, charter, or plat approvals or rezones to facilitate a particular proposal. The term does not include a license required solely for revenue purposes.

Light Industry means development used for manufacturing, fabricating, processing, assembly, production or packaging of goods or products, as well as administrative offices and warehousing and wholesale distribution uses which are accessory uses to the above, provided that the use does not generate any detrimental impact, potential health or safety hazard or any nuisance beyond the boundaries of the developed portion of the site or lot upon which it is situated.

Liquor Store means a retail establishment licensed under provincial authority for the sale of any or all of beer, wine or spirits for consumption off-premises.

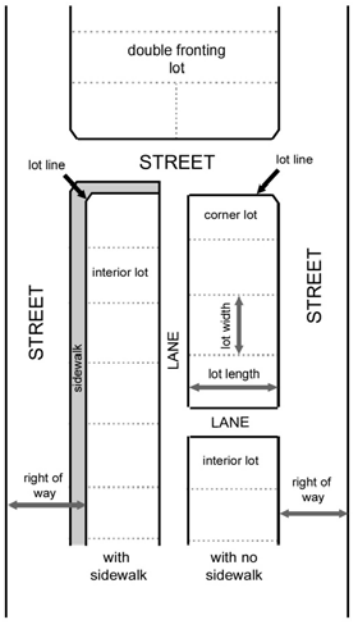
Livestock means grazing animals kept either in open fields or structures for training, boarding, home use, sales, or breeding and production; including but not limited to: cattle, riding and draft horses, hogs, sheep, goats, miniature horses, llamas, and alpacas.

Livestock Sales Yard means any development done with the purpose of facilitating the selling and buying of livestock as a primary use and does not include feedlots.

Loading Area means an unobstructed area provided and maintained for the temporary parking of trucks and other motor vehicles for the purpose of loading and unloading goods, wares, materials, and merchandise.

Lodging House – see **Boarding House**

Lot means an area of land the boundaries of which are shown on a plan registered in a Land Titles Office, or are described in the Certificate of Title to the land, and that has not been divided into smaller areas by any plan or instrument registered in the Land Titles Office. The words **site** and **parcel** shall have the same meaning as the word **lot**.



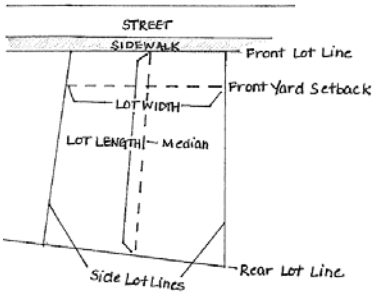
Lot, Corner means a lot located at the intersection or junction of two or more streets.

Lot, Double Fronting means a lot which abuts two parallel or approximately parallel streets.

Lot, Interior means *a lot situated between two lots or another lot and a lane and having access to not more than one street*.

Lot Area means the total area contained within the lot lines of a lot.

Lot Line means the legally defined *boundary* of any lot. The term property line shall have the same meaning.



Lot Length means the distance between the front and rear lot lines *measured along the median between the side property boundaries*.

Lot Width *means the measurement between the side lot lines measured at the front setback line*.

Lumber Yard/Building Supplies means a commercial retail store where lumber, building materials, hardware and household accessories and other related goods are stored, offered or kept for sale and may include outdoor storage.

M

Manufactured Home Park means *an unsubdivided* parcel of land where *space(s) are provided*, maintained and operated by an owner or a manager for the long-term parking and occupancy of manufactured homes *including any accessory services* and ancillary facilities including recreation area.

Manufactured Home Sales and Services means a place of business where dwelling units classified as manufactured homes as per the definition in this Bylaw are bought, sold and/or maintained either by service, or through the provision of parts and/or materials conforming to CSA standard is carried out. For the purpose of this Bylaw this use does not include the construction or fabrication of manufactured homes.

Manufacturing and Processing Facility means the fabrication, construction, and/or processing of dwelling units classified as manufactured homes as defined in this Bylaw, including the storage and operation of required equipment, parts and/or materials.

Market Garden means the growing of vegetables or fruit for commercial purposes. This use includes an area for the display and sale of goods or produce grown or raised on site.

Mechanical Sales and Services means establishments primarily engaged in the sale or maintenance including but not limited to equipment or devices installed for a use appurtenant to a primary building use. Such equipment typically includes heating and air conditioning equipment, cooling systems, solar collectors, small power-generating devices.

Medical and Dental Office means development providing medical, health, or dental care on an outpatient basis. **Dispensaries** are considered a **retail store** for the purposes of this Bylaw.

Motel – see **Hotel**

Moved-In Building means a conventional, pre-constructed, previously occupied building which is physically removed from one site, transported and re-established on another site and does not include manufactured homes, modular homes, or ready-to-move homes.

Museum – see **Library**

Multi-Unit – see **Dwelling, Multi-Unit**

Municipal Government Act (MGA) means the *Municipal Government Act*, Statutes of Alberta, 2000, Chapter M-26, as amended.

Municipal Office means development primarily for the provision of professional, managerial, administration, or consulting traditionally provided by local government; including water, sewer, roads, parks, schools, and police and fire protection.

Municipal Planning Commission (MPC) means the committee authorized by Council to act as the Subdivision Authority pursuant to section 623 of the *Municipal Government Act* and Development Authority pursuant to section 624 of the *Municipal Government Act*, and in accordance with the municipality's Subdivision Authority Bylaw and Development Authority Bylaw.

Municipal Reserve means the land specified to be municipal reserve by a subdivision approving authority pursuant to the *Municipal Government Act*.

Municipal and School Reserve means the land specified to be municipal and school reserve by a subdivision approving authority pursuant to the *Municipal Government Act*.

Municipality means the Village of Champion in the Province of Alberta.

N

Non-Conforming Building, in accordance with the *Municipal Government Act*, means a building:

(a) that is lawfully constructed or lawfully under construction at the date of a Land Use Bylaw or any amendment thereof affecting the building or land on which the building is situated becomes effective; and

(b) that on the date of the Land Use Bylaw or any amendment thereof becomes effective does not, or when constructed will not, comply with the Land Use Bylaw.

Non-Conforming Use – see **Use, Non-Conforming**

Noxious or Hazardous Uses are those land uses which may be detrimental to public health, safety and welfare because of toxic gases, noxious smells, wastes, noise, dust or smoke emissions which are incompatible with residential or other development.

Nudity means the complete or partial visibility of one or more parts of the human body that may be considered to be sexually explicit due to a lack of any covering of those parts of the body or the presence of covering that is other than opaque.

Nuisance means any use, prevailing condition or activity which adversely affects the use or enjoyment of property or endangers personal health or safety.

Nursery means a retail business whose principal activity is the selling of plants grown on the site and having outside storage, growing, or display.

Nursing Home means a facility, profit or non-profit, providing bed care, meals, and inpatient services 24 hours per day for two or more persons requiring regular medical attention but excluding a facility providing surgical or emergency medical services and excluding a facility providing care for alcoholism, drug addiction, mental disease, or communicable disease.

O

Office means development primarily for the provision of professional, managerial or consulting services; the administrative needs of businesses, trades, contractors and other organizations; and service-related businesses such as travel agents and insurance brokers. This excludes government services, the servicing and repair of goods, the sale of goods to the customer on the site, and the manufacturing or handling of a product.

Off-Street Parking means a space consisting of one or more parking stalls and developed in conjunction with approved access to a public road or lane.

Open Roof Structure means a structure built in accordance with any applicable safety and/or building codes with a minimum of two sides that does not have an overhead covering of any type.

Organization – see **Club**

Orientation means the arranging or facing of a building or other structure with respect to the points of the compass.

Outdoor Storage means the open storage of goods, merchandise, materials or equipment outside a building.

Owner means the Crown or the person(s) registered under the *Land Titles Act* as the owner(s) of the fee simple estate in the land.

P

Parcel – see **Lot**

Park and Playground means land developed for public recreational activities that do not require major buildings or facilities, and includes picnic areas, playgrounds, pedestrian and bicycle paths, outdoor courts, landscaped areas and associated public washrooms and may include equipment for play purposes usually for children and any associated structures and uses.

Parking Lot means an off-street, ground level open area, authorized for the temporary parking of vehicles in relation, or in conjunction to an approved non-residential use including home occupations where required by the Development Authority.

Parking Pad means an area constructed for private vehicle storage on a residential parcel, either paved or unpaved, and is of minimum size as required for the designated residential use as described in this Bylaw.

Parking Space means the number of parking stalls as required by the designated use, or as required by Council.

Parking Stall means a designated space that conforms the dimensional requirements in this Bylaw for the parking of one motor vehicle.

Pasture Land means an open land area that is seasonally suitable for providing the majority of vegetation required to sustain grazing confined livestock.

Patio means a paved, wooden, or other hard-surfaced area intended for outdoor living space that is less than 0.61 metres (2 ft.) above grade. A patio is not included in site coverage calculations.

Permitted Use – see **Use, Permitted**

Personal Services means a development used for the provision of services related to personal care and appearance or the cleaning and repair of personal effects and may include the retail sale of associated products. Typical uses include but are not limited to beauty salons, barber shops, health spas, tailors and dressmakers, dry cleaners, laundry shops and shoe repair shops but excludes household equipment repair establishments and the provision of medical or health services.

Planning Advisor means the person or organization retained by the Village of Champion to provide planning-related advice and services.

Porch means a roofed, open structure projecting from the exterior wall of a building with walls which are open or screened to facilitate use as an outdoor living area. A porch shall be included in site coverage calculations.



Porch

Post Office means a facility developed for services regarding mailing packages and letters, the sales and storage of mailing supplies and the related offices, vehicle storage areas, and sorting and distribution facilities for mail.

Principal Building or Use means the building or use of land or buildings that constitutes the main or dominant structure or activity on the lot.

Private Nursing Home means a private health facility or institutional-type residential building with multiple accommodation or dwelling units or the care, supervision or rehabilitation of senior-aged individuals, and containing overnight or long-term accommodation.

Protective Services include fire halls, police stations and ambulance services.

Provincial Land Use Policies means policies established by order of the Lieutenant Governor in Council pursuant to section 622 of the *Municipal Government Act*.

Public and Institutional Use means a use of land or buildings for any of the following public or semi-public developments:

(a) a school or educational facility whether public or private, including preschools;
(b) places of worship;
(c) medical facilities which provide both in-patient and out-patient services including hospitals, nursing homes and sanitoriums;
(d) government and municipal offices;
(e) libraries, museums and similar developments;
(f) protective services, including firehalls, police stations and ambulance services;
(g) cemeteries;
(h) community halls or centres; and

such other uses as are considered similar in nature and character by the Development Authority to any of these uses.

Public Park means a natural or landscaped area, buildings, or structures, provided by a unit of government, to meet the active or passive recreational needs of people.

Public Roadway means:

(a) the right-of-way of all or any of the following:
  (i) a local road;
  (ii) a service road;
  (iii) a street;
  (iv) an avenue; or
  (v) a lane;
  (vi) that is or is intended for public use; or

(b) a road, street or highway pursuant to the *Public Highways Development Act*.

Public Utility Structure means facilities for water, sewerage, telephone, and other similar utilities owned or operated by any public agency, or by any utility subject to the jurisdiction of the Public Utilities Commission, except for energy facilities.

R

Ready-to-Move (RTM) – see **Dwelling, Ready-to-Move**

Rear Yard means a yard extending across the full width of a lot and situated between the rear lot line and the nearest portion of the principal building. On a lot with a lane, it would be the portion between the principal building and the lane.

Real Property Report (RPR) means a legal document that illustrates in detail the location of all relevant, visible public and private improvements relative to property boundaries.

Recreation and Sports Fields means development providing facilities that are available to the public at large for sports and active recreation conducted outdoors. Typical facilities would include golf courses, driving ranges, sports fields, outdoor tennis courts, unenclosed ice surfaces or rinks, athletic fields, boating facilities, Scout/Guide camps, religious outdoor retreat camps and parks, outdoor swimming pools, bowling greens, riding stables and fitness trails. This may include public or private (for-profit) development and may include eating and retails sales ancillary to the use for recreation or sports.

Recycling Facility means development used for the buying, collection, sorting and temporary storage of bottles, cans, newspapers, and similar household goods for reuse where most of the storage is contained within an enclosed building but may include limited outdoor storage.

Registered 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:

  (i) the purchaser of the fee simple estate in the land under an agreement for sale that is the subject of a caveat registered against the certificate of title in the land, and any assignee of the purchaser's interest that is the subject of a caveat registered against the certificate of title; or

  (ii) in the absence of a person described in paragraph (i), the person registered under the *Land Titles Act* as the owner of the fee simple estate in the land.

Religious Assembly means a building dedicated to the undertaking of religious practices and activities and includes churches, chapels, temples, parish halls, synagogues, convents, seminaries, monasteries, rectories, mosques and other similar uses and may include such accessory uses as offices for administration of the place of worship, a child care facility and space for social recreational and community activities.

Reserve Land means environmental reserve, municipal reserve or school reserve or municipal and school reserve.

Residential Accommodation in Conjunction with an Approved Commercial Use means a residential unit that is part of a commercial building so that the dwelling unit is a supplementary use to that principal use. Typical uses include residential units on the second storey above a main floor commercial use.

Restaurant means an establishment where food is prepared and served on the premises for sale to the public and may include supplementary alcoholic beverage service and supplementary on- or off-premises catering services. This term includes restaurants, cafes, lunch and tea rooms, ice cream parlours, banquet facilities, take-out restaurants and other uses similar in character and nature to any one of these.

Retail Store means a building where goods, wares, merchandise, substances, articles or things are stored, offered or kept for sale at retail, and includes storage on or about the store premises of limited quantities of such goods, wares, merchandise, substances, articles or things, sufficient only to service such a store.

Retail Use – see **Use, Retail**

Retaining Wall means any fence, wall, or terraced combination of walls built or designed to retain or restrain lateral forces of soil or other materials, with said materials being similar in height to the height of the wall; and not used to support, provide foundation for, or provide a wall for a building or structure.

Riding Arena means an improved area, generally fenced, of at least 30 feet in width or length that may be either enclosed or open within which equestrian activities involving horse riding, training, or driving occurs.

Road – see **Street**

Road Access means access to a single parcel from a public road by vehicle exists. The access road itself may be either public or private and must meet the road quality standards of the municipality.

Row House – see **Dwelling, Townhouse/Row House**

Q

Quonset or Quonset-Style Building means a structure made from metal having a semicircular roof and/or cross section and end walls.



S

Salvage Yard – see **Wreckage and Salvage Yard**

School means a place of instruction offering courses of study operated with public or private funds pursuant to the *School Act*.

Screening means a fence, wall, berm or hedge used to visually separate areas or functions which detract from the urban street or neighbouring land uses.

Secondary Front – see **Yard, Secondary Front**

Secondary Suite means a development consisting of an ancillary dwelling unit located within, and accessory to, a structure in which the principal use is a single detached dwelling and where both dwelling units are registered under the same land title.

Secondary Suites (detached garage) means a separate and subordinate self-contained dwelling unit located above a detached garage, in which the sleeping and living areas are combined in an open studio or loft style. The secondary suite garage must be located at the rear of the principal building and shall be ancillary to the primary dwelling unit.

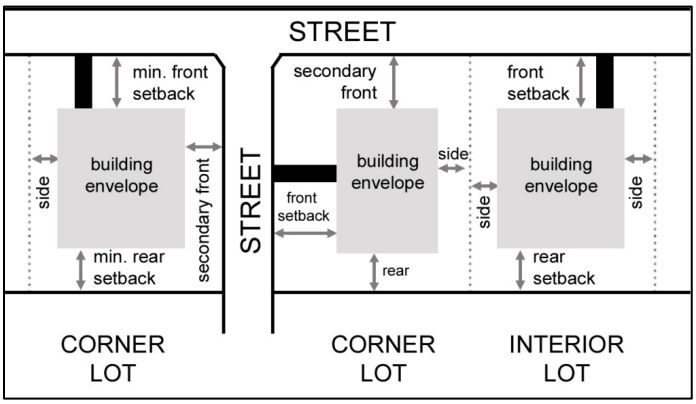
Seed Cleaning Plant means a facility for the collection, cleaning, and transshipment of grains.

Semi-Detached – see **Dwelling, Semi-Detached**

Seniors Housing means development, including lodges, which is used as a residence for elderly individuals not requiring constant or intensive medical care and complies with the *Alberta Housing Act*, as amended.

Service Station/Gas Bar means any lot or building used for the retail sale of motor accessories, gasoline or other fuels and the supply of washing, greasing, cleaning and minor repair services for motor vehicles.

Setback means the minimum distance required between property line of a lot and the nearest part of any building, structure, development, excavation or use on the lot and is measured at a right angle to the lot line. (see Figure)



Shipping Container (c-container or sea-container) means any container that was used for transport of goods by means of rail, air, truck or by sea. These containers are rectangular in shape and are generally made of metal. When used for any purpose other than transporting freight, a shipping container shall be considered a building and subject to the standards and requirements of the Land Use Bylaw.

Sidewalk means any improved pedestrian surface that is typically located adjacent to a road and is publicly owned and maintained.

Similar Use – see **Use, Similar**

Single Detached; **Site Built –** see **Dwelling, Single Detached; Site Built**

Single Detached; **Manufactured –** see **Dwelling, Single Detached; Manufactured**

Single Detached; **Prefabricated –** see **Dwelling, Single Detached; Prefabricated**

Site – see **Lot**

Site Coverage means the percentage of the lot area which is covered by all buildings and structures on the lot.

Site Coverage, Principal means the percentage of the lot area which is covered by the principal building including any structure attached to the principal building by an open or enclosed roofed structure, including but not limited to attached garages, verandas, covered balconies, covered decks, and porches.

Site Coverage, Accessory means the percentage of the lot area which is covered by the combined area of all accessory buildings and structures and includes uncovered decks.

Site, Density means the average number of families, persons or dwelling units per unit of land.

Small (tiny) Home means a residential building intended for habitable occupancy constructed on a lot on a permanent foundation to meet Building Code, typically 74.3 m^2 (800 sq. ft.) or less in size but must exceed a minimum of 37.2 m^2 (400 sq. ft.), containing a single unit dwelling which is not attached to any other dwelling by any means. For the purposes of the Bylaw, small (tiny) homes include site-built dwellings, prefabricated dwellings, and stick-framed moved-in dwellings as defined in this Bylaw, but does not include manufactured homes, modular dwellings, mobile homes, or homes built on a chassis or trailer to meet CSA standards (including recreational vehicles or park model trailers).

Small Wind Energy System (SWES) means a wind energy conversion system consisting of a wind turbine (rotor and blades), a tower, and associated control or conversion electronics, which has a rated capacity that does not exceed the allowable rated capacity of 3 kW and which will be used primarily to reduce onsite consumption of utility power and is CSA approved.

Solar Collector means a device or structure that is capable of collecting and distributing solar energy for the purpose of transforming it into thermal, chemical or electrical energy.

Sports Field – see **Recreation/Sports Field**

Stop Order means an order issued by the Development Authority pursuant to section 645 of the *Municipal Government Act*.

Storey means that portion of a building included between the *top* of any floor and the *top* of the floor next above, or of the ceiling *if there is no floor above it*.

Street means a *public thoroughfare affording the primary means of access to abutting parcels. For the purpose of this Bylaw the terms street and road are synonymous and do not include* ***lanes****.*

Structure means anything constructed or erected with a fixed location on the ground or attached to something having a fixed location on the ground. Among other things, structures include buildings, walls, fences, *and signs*.

Subdivision means the division of a parcel by an instrument. Subdivide has a corresponding meaning.

Subdivision and Development Appeal Board means the tribunal established, by bylaw, to act as the municipal appeal body for subdivision and development.

Subdivision and Development Regulation means regulations established by order of the Lieutenant Governor in Council pursuant to section 694 of the *Municipal Government Act*.

Subdivision Authority means the body established by bylaw to act as the Subdivision Authority in accordance with section 623 of the *Municipal Government Act*.

T

Telecommunication Antenna means a structure and any associated system, including all masts, towers and other antenna supporting structures that is used for the transmission, emission or reception of television, radio or telecommunications.

Telecommunication Facility means an antenna or tower, typically constructed of metal and used to convey telecommunications signals and includes any related accessory structures. It may also be a shortened tower or antennae on top of a structure.

Temporary Development or Uses means a development for a permitted, discretionary, or similar use determined to be non-permanent, seasonal or temporary in nature and whereas the permit is for a designated time period as specified in a temporary development permit and ceased after that time, or if a part or section of the bylaw stipulates a specific maximum time period then that period shall apply.

Theatre means a structure, building, or part thereof used for dramatic, operatic, motion pictures, or other performance, including the related rehearsal or research, or other related activities. Such areas may or may not be open to the general public.

Townhouse – see **Dwelling, Townhouse/Row**

Transportation Depot means any facility developed for the primary purpose of storing and dispatching trucks, cars, and any other mode of transportation for the transporting of goods, or people and does not have any related retail use. This term does not include use were the storage of private vehicles is a primary service, or where the storage of vehicles is secondary to an on-site service including recreational trailers and post offices.

Travel Trailer or Holiday Trailer means a trailer intended to provide accommodation for vacation use and licensed and equipped to travel on a road.

Truck Wash means a commercial vehicle washing facility associated with large vehicles such as tractor trailers.

U

Use means the purposes for which land or a building is arranged or intended, or for which either land, a building or a structure is, or may be, occupied and maintained.

Use, Commercial means a business use or activity at a scale greater than home occupation involving retail or wholesale marketing of goods and services. Examples of commercial uses include offices and retail shops.

Use, Discretionary means the one or more uses of land or buildings in a land use district from which a development permit may be approved at the discretion of the Development Authority or Subdivision and Development Appeal Board with or without conditions.

Use, Industrial means a business or use or activity relating to, concerning, or arising from the assembling, fabrication, finishing, manufacturing, packaging, or processing of goods, or mineral extraction.

Use, Non-conforming*, in accordance with the Municipal Government Act,* 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 of a Land Use Bylaw or any amendment thereof, affecting the land or building, becomes effective; and

(b) that on the date the Land Use Bylaw or any amendment thereof becomes effective does not, or in the case of a building under construction will not comply with the Land Use Bylaw.

Use, Permitted means those uses as prescribed in Schedule 2 of this Bylaw for which a Development Permit shall be issued with or without conditions by the Development Authority upon application having been made to the Development Authority if the proposed development conforms to this Bylaw.

Use, Principal means the main purpose or primary activity for which a site or its buildings are designed, arranged, developed or intended, or for which it is occupied or maintained.

Use, Retail means the selling of goods, wares, or merchandise directly to the ultimate consumer or persons with no intention of resale.

Use, Similar means a use of land or building(s) for a purpose that is not provided in any district designated in this Bylaw, but is deemed by Development Authority to be similar in character and purpose to another use of land or buildings that is included within the list of uses prescribed for that district.

Utility means any one or more of the following:-

(a) systems for the distribution of gas, whether artificial or natural;

(b) waterworks systems (facilities for the storage, transmission, treatment, distribution or supply of water);

(c) sewage systems (facilities for the collection, treatment, movement of disposal of sanitary sewage);

(d) storm sewage drainage facilities;

(e) telecommunications systems;

(f) systems for the distribution of artificial light or electric power;

(g) facilities used for the storage of telephone, cable, remote weather stations or internet infrastructure; and

(h) any other things prescribed by the Lieutenant Governor in Council by regulation;

but does not include those systems or facilities referred to in subclause (a) through (g) that are exempted by the Lieutenant Governor in Council by regulation.

V

Variance – see **Waiver**

Veranda means a generally unenclosed, roofed structure adjoining a principal building or built as a structural part of it. A veranda shall be included in site coverage calculations.

Veterinary Clinic means a medical facility which treats animals of all sizes and can consist of inside and outside pens and may include associated office space and the supplementary sale of associated products.

Veterinary Clinic, Large Animal means a facility for the medical treatment of primarily large animals (e.g. typically horse, cows, hogs, etc.) but may treat animals of all sizes and can consist of inside and outside pens and may include associated office space and the supplementary sale of associated products.

Veterinary Clinic, Small Animal means a facility for the medical treatment of small animals (e.g. typically domestic household pets such as dogs, cats, rabbits, etc.) and includes the provision for their overnight accommodation within the building only, and may include associated office space, with no provision for outside pens or cages. This use may include off-site treatment of animals or livestock of any size and the supplementary sale of associated products.

W

Waiver or **Variance** means a relaxation of the numerical standard(s) required of a development as established in the Land Use Bylaw. A waiver cannot be granted for use.

Warehousing means the use of a building or portion thereof for the storage and distribution of materials, products, goods and merchandise but does not include a retail component.

Workshop means a development attached or unattached to the principal building of a retail store where the workshop is used for the purpose of small scale, on-site production or repair of goods or craftwork. This work may be carried on by an individual or proprietor with or without helpers or power machinery and the goods or articles produced or repaired are associated with the principal retail use on the lot. The production in the workshop must not generate any detrimental impact, potential health or safety hazard or any nuisance. This term includes but is not limited to uses such as cabinetmaking, woodworking, pottery, ceramic, jewelry, sculpture and artist studios.

Wreckage and Salvage Yard means development, such as auto wreckers, salvage and scrap yards, garbage container services and effluence tanker services, for the purchasing, receiving, resale or transportation of spent materials or substances which may generate a detrimental impact or nuisance beyond the boundaries of the lot or parcel on which it is situated. Such a facility may include a central office and work area.

Y

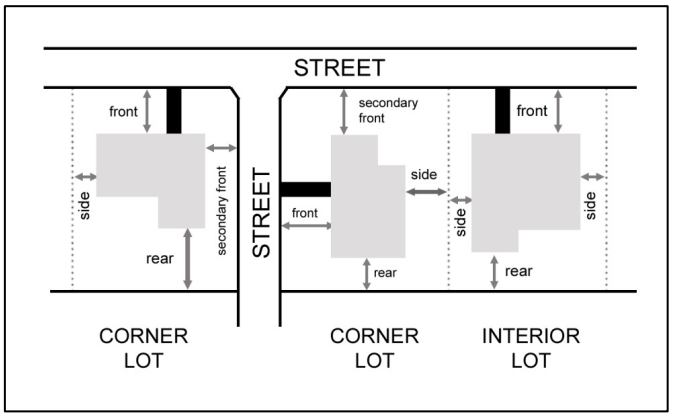
Yard means the area between a lot line and the nearest part of any building, structure, development, excavation or use on the lot.

Front Yard means a yard extending across the full width of a lot and situated between the front lot line and the nearest portion of the principal buildings. On a corner lot, it is the yard associated with the front lot line.

Rear Yard means a yard extending across the full width of a lot and situated between the rear lot lines and the nearest portion of the principal building.

Secondary Front Yard means a yard on a corner lot with street frontage but which is not the frontage where the main entrance to the building is oriented.

Side Yard means a yard extending from the front yard to the rear yard and situated between the side lot lines and the nearest portion of the principal building.



Yard

All other words and expressions, not otherwise defined, have the same meaning as in the *Municipal Government Act*.

APPENDIX A

LAND USE BYLAW FEE SCHEDULE (2012)

APPENDIX A

LAND USE BYLAW FEE SCHEDULE (2012)

Fee Schedule	Permitted Uses	Discretionary Use *or* Use Requesting Waiver Greater than 10%	Fee for undertaking development without an approved development permit
Residential:			
Dwellings	$100	$200	$1000
Additions	$50	$150	$750
Accessory Buildings 100 sq. ft. or greater	$50	$150	$750
Home Occupations	$50	$150	$500
Commercial:			
Change of Use	$100	$200	$750
Commercial buildings	$200	$300	$2000
Accessory Buildings	$75	$150	$1000
Industrial:			
Change of Use	$100	$200	$750
Single tenancy buildings	$200	$300	$1000
Multi-tenancy buildings or complexes	$300	$400	$2000
Accessory Buildings	$75	$150	
All other uses	$100	$200	$1000
Sign Permit:	$50	$150	$500

Letter of Compliance:	$50
Demolition Permit:	$30
Recirculation Fee:	50% of the original application fee
Land Use Bylaw Amendments:	$500
Other Statutory Plans and Amendments To:	$500
Request to convene a special meeting of the Municipal Planning Commission:	$150
Appeal to the Subdivision and Development Appeal Board	$300

Additional fees will be required for building permits and inspections.

Whenever an application is received for a development or use not listed in this schedule, the amount of the fee shall be determined by the Designated Officer or the Municipal Planning Commission and shall be consistent with those fees listed herein. Fees are set by Council may be adjusted from time to time.

APPENDIX B

FORMS

VILLAGE OF CHAMPION

RESIDENTIAL DEVELOPMENT PERMIT APPLICATION

Date of Application: _____

Development Permit Application No.	

***IMPORTANT NOTICE**: This application **does not** permit you to commence construction until such time as a notice of decision has been issued by the Development Authority. If approval has not been received within 40 days of the date the application is deemed complete, you have the right to file an appeal to the Subdivision and Development Appeal Board.*

THIS DOES NOT CONSTITUTE A BUILDING PERMIT.
A SEPARATE BUILDING PERMIT MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS.

APPLICANT INFORMATION

Name of Applicant: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Is the applicant the owner of the property? ❑ Yes ❑ No

IF "NO"

Name of Owner: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Applicant's interest in the property:
- ❑ Agent
- ❑ Contractor
- ❑ Tenant
- ❑ Other _____

PROPERTY INFORMATION

Municipal Address: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

Land Use District: _____

What is the existing use? _____

DEVELOPMENT INFORMATION

This application is to: (Check all that apply)

- ❑ Construct a new dwelling
  - The dwelling is a:
    - ❑ Single-detached dwelling
    - ❑ Duplex/semi-detached
    - ❑ Multi-unit
    - ❑ Other _____
- ❑ Alter/renovate the existing building
  - The renovation is a:
    - ❑ Addition
    - ❑ Deck(s)
    - ❑ Other _____
- ❑ Construct an accessory building
  - The accessory building is a:
    - ❑ Garage (detached)
    - ❑ Shed/workshop
    - ❑ Other _____
- ❑ Move in building
- ❑ Demolish existing building (attach completed ***Building Removal Form***)
- ❑ Other

Describe the proposed use, any changes from existing use, and any work to be done.

BUILDING REQUIREMENTS

	Principal Building	Accessory Building	*Office Use*
Parcel Size	❑ m^2 ❑ sq. ft.	❑ m^2 ❑ sq. ft.	
Building Size	❑ m^2 ❑ sq. ft.	❑ m^2 ❑ sq. ft.	
Height of Building	❑ m ❑ ft.	❑ m ❑ ft.	
Proposed Setbacks from Property Lines			
Front	❑ m ❑ ft.	❑ m ❑ ft.	
Rear	❑ m ❑ ft.	❑ m ❑ ft.	
Side	❑ m ❑ ft.	❑ m ❑ ft.	
Side	❑ m ❑ ft.	❑ m ❑ ft.	
Parcel Type:	❑ Interior Lot	❑ Corner Lot	

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Development Permit. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

APPLICANT

Registered Owner (if not the same as applicant)

VILLAGE OF CHAMPION

RESIDENTIAL DEVELOPMENT PERMIT APPLICATION

DEVELOPMENT APPLICATION SUBMISSION REQUIREMENTS

The following items shall be attached to all Development Permit Applications for new buildings or exterior changes to existing buildings. This is not an exhaustive list and the Designated Officer may request additional information that is required to assess the application.

- ❑ **Copy of Site Plan.** Site plan shall provide the following information:
  (May be provided on a survey plan or a sketch on the following page)
  - ❑ Legal Description and Municipal Address of Subject Property
  - ❑ Scale, North Arrow & Land Use District
  - ❑ Adjacent roadways & lanes
  - ❑ Lot Dimensions, Lot Area, and Percentage of Lot Coverage for all structures
  - ❑ Existing residence and/or any other buildings with dimensions of foundation and projections including decks (indicate using a solid line ———)
  - ❑ Proposed residence and/or any other buildings with dimensions of foundation and projections including decks (indicate using a dashed line - - - - - -)
  - ❑ The proposed distances from the front, side, and rear property lines
  - ❑ Location of Lot Access, Existing Sidewalk(s) and Curbs
  - ❑ Location of Fire Hydrant, Street Light, Power/Telephone/Cable Pedestal(s) (if located within property frontage)
  - ❑ Location of any Registered Utility Right of Ways or easements
  - ❑ Number of off-street parking spaces

- ❑ **Copy of Building Plans.** Plans shall be to scale and contain the following information:
  - ❑ Scale and Dimensions of Exterior Walls and Interior Rooms
  - ❑ Floor Plan of all living space proposed to be developed
  - ❑ Building Elevations including Front, Sides, and Rear elevations, Building Height (From Finished Grade), Roofing Material, and Roof Pitch

- ❑ **If applicant is not the registered owner**, a written statement (or this application) signed by the registered owner consenting to this application.

- ❑ **Application Fee Payable to the Village of Champion.**

VILLAGE OF CHAMPION

RESIDENTIAL DEVELOPMENT PERMIT APPLICATION

SKETCH OF PROPOSED DEVELOPMENT

Where development involves **BUILDING** and not just a change in use, please provide a sketch of the proposed development. Be sure to include any existing structure(s) (indicate using a **solid line**) and the proposed addition(s) or new building(s) (indicated using a **dashed line**). Include the information required for a site plan.



VILLAGE OF CHAMPION

NON-RESIDENTIAL DEVELOPMENT PERMIT APPLICATION

Date of Application: _____

Development Permit Application No.	

***IMPORTANT NOTICE**: This application **does not** permit you to commence construction until such time as a notice of decision has been issued by the Development Authority. If a decision has not been received within 40 days of the date of application and no extension agreement has been entered into, you have the right to deem the application refused and file an appeal to the Subdivision and Development Appeal Board.*

THIS DOES NOT CONSTITUTE A BUILDING PERMIT.
A SEPARATE BUILDING PERMIT MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS.

APPLICANT INFORMATION

Name of Applicant: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Is the applicant the owner of the property? ❑ Yes ❑ No

IF "NO"

Name of Owner: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

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Postal Code: _____

Applicant's interest in the property: ❑ Agent ❑ Tenant
❑ Contractor ❑ Other _____

PROPERTY INFORMATION

Municipal Address of Development: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

Land Use District: _____

What is the existing use? _____

DEVELOPMENT INFORMATION

This application is to: (Check all that apply)

- ❑ Construct a new building

  The building is for:

  - ❑ Commercial Use
  - ❑ Industrial Use
  - ❑ Public/Institutional Use

- ❑ Alter/renovate the existing building
- ❑ Construct an accessory building
- ❑ Demolish existing building (attach completed ***Building Removal Form***)
- ❑ Change in or intensification of use

Describe the proposed use, any changes from existing use, and any work to be done.

BUILDING REQUIREMENTS

	Principal Building	Accessory Building	*Office Use*
Parcel Size	❑ m^2 ❑ sq. ft.	❑ m^2 ❑ sq. ft.	
Building Size	❑ m^2 ❑ sq. ft.	❑ m^2 ❑ sq. ft.	
Height of Building	❑ m ❑ ft.	❑ m ❑ ft.	
Proposed Setbacks From Property Lines			
Front	❑ m ❑ ft.	❑ m ❑ ft.	
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Side	❑ m ❑ ft.	❑ m ❑ ft.	
Side	❑ m ❑ ft.	❑ m ❑ ft.	
Parcel Type: ❑ Interior Lot ❑ Corner Lot			

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APPLICANT

Registered Owner (if not the same as applicant)

VILLAGE OF CHAMPION

NON-RESIDENTIAL DEVELOPMENT PERMIT APPLICATION

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  - ❑ Legal Description and Municipal Address of Subject Property
  - ❑ Scale, North Arrow & Land Use District
  - ❑ Adjacent roadways & lanes
  - ❑ Lot Dimensions, Lot Area, and Percentage of Lot Coverage for all structures
  - ❑ Any buildings with dimensions of foundation and projections
  - ❑ The proposed distance from the front, side, and rear property lines
  - ❑ Location of Lot Access, Existing Sidewalk(s) and Curbs
  - ❑ Location of Fire Hydrant, Street Light, Power/Telephone/Cable Pedestal(s) (if located within property frontage)
  - ❑ Location of any Registered Utility Right of Ways and easements
  - ❑ Landscaping plan
  - ❑ Lighting plan
  - ❑ Number and location of parking spaces, both on and off-street

- ❑ **Copy of Building Plans.** Plans shall be to scale and contain the following information:
  - ❑ Scale and Dimensions of Exterior Walls and Interior Rooms
  - ❑ Floor Plan of the space proposed to be developed
  - ❑ Building Elevations including Front, Sides, and Rear elevations, Building Height (From Finished Grade), Roofing Material, and Roof Pitch

- ❑ **If applicant is not the registered owner**, a written statement (or this application) signed by the registered owner consenting to this application.

- ❑ **Application Fee Payable to the Village of Champion.**

VILLAGE OF CHAMPION

NON-RESIDENTIAL DEVELOPMENT PERMIT APPLICATION

SKETCH OF PROPOSED DEVELOPMENT

Where development involves **BUILDING** and not just a change in use, please provide a sketch of the proposed development. Be sure to include any existing structure(s) (indicate using a **solid line**) and the proposed addition(s) or new building(s) (indicated using a **dashed line**). Include the information required for a site plan.



VILLAGE OF CHAMPION

HOME OCCUPATION DEVELOPMENT PERMIT APPLICATION

Date of Application: _____

Home Occupation Permit Application No.	

***IMPORTANT NOTICE**: This application **does not** permit you to operate the business until such time as a notice of decision has been issued by the Development Authority. If a decision has not been received within 40 days of the date of application and no extension agreement has been entered into, you have the right to deem the application refused and file an appeal to the Subdivision and Development Appeal Board.*

APPLICANT INFORMATION

Name of Applicant: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Is the applicant the owner of the property? ❑ Yes ❑ No

IF "NO"

Name of Owner: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Applicant's interest in the property:

❑ Agent

❑ Contractor

❑ Tenant

❑ Other _____

PROPERTY INFORMATION

Municipal Address of Home Occupation: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

BUSINESS DESCRIPTION

(1) Describe the primary function of your business. What goods and/or services are provided? Attach an additional sheet describing the business.

(2) Is there another home occupation already operating out of the residence? ❑ Yes ❑ No

(3) Where will the business operate from? ❑ In-home ❑ Accessory building

(4) How will you interact or do business with your clients or customers?

❑ **In person.** Clients/customers will come to the residence. On average, how many clients will come to the residence?

❑ Less than 1 per day ❑ 1-5 per day ❑ More than 5 per day

❑ **Remotely.** Clients/customers will not be coming to the residence but will only be in contact by:

❑ Phone ❑ Fax ❑ Mail ❑ Courier ❑ Internet/Email

(5) How many parking spaces for any client visits, deliveries, etc. will be available? _____

(6) What will the days of operation be? ❑ Mon-Fri ❑ Weekends ❑ 7 days/wk ❑ Part-time

(7) Will there be any employees that are not residents of the dwelling? ❑ Yes ❑ No

If YES:

How many employees will come to the residence? _____

Will more than 1 employee come to the residence at a time? ❑ Yes ❑ No

(8) Will there be any equipment or materials stored outside the dwelling that will be used in conjunction with the business?

❑ Yes (list materials & quantities) _____

❑ No

(9) Will any vehicles/machinery/tools be used to operate the business? Please list.

_____

(10) Will there be any flammable or hazardous materials on the premises as a result of the business?

❑ Yes (list materials & quantities) _____

❑ No

(11) Will any goods be displayed at the residence? ❑ Yes ❑ No

(12) Will there be a sign for the business? ❑ Yes ❑ No

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Home Occupation. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

_____ _____

APPLICANT Registered Owner (if not the same as applicant)

VILLAGE OF CHAMPION

HOME OCCUPATION DEVELOPMENT PERMIT APPLICATION

GENERAL STANDARDS

The following general standards apply for home occupations. This is not necessarily an exhaustive list and the Development Authority may impose additional conditions if it deems them necessary.

- ❑ **General Standards:**
  - ❑ The business operator must be a full-time resident of the home.
  - ❑ Only one home occupation shall be permitted per dwelling.
  - ❑ The use shall not generate more traffic (pedestrian or vehicular) or vehicular parking than normal within the district.
  - ❑ No commercial vehicle (great than 907 kg/ 1 ton) shall be parked or maintained on a public road right-of-way or lane.
  - ❑ No offensive noise, vibration, electrical interference, smoke, dust, odours, heat or glare shall be produced by the use.
  - ❑ The use cannot cause an increased demand on any one or more utilities such that the combined total consumption exceeds normal demand for residents in the area.
  - ❑ A sign (maximum 0.4 m^2/4 sq. ft.) may be located in the structure window advertising the home occupation for Home Occupation 1.
    - ❑ Home Occupation 2 may propose a sign. If Home Occupation 2, please attach any plans for signs other than a window sign as applicable for Home Occupation 1 (above).

VILLAGE OF CHAMPION

SIGN DEVELOPMENT PERMIT APPLICATION

Date of Application: _____

Sign Permit Application No.	

***IMPORTANT NOTICE**: This application **does not** permit you to install the sign until such time as a notice of decision has been issued by the Development Authority. If a decision has not been received within 40 days of the date of application and no extension agreement has been entered into, you have the right to deem the application refused and file an appeal to the Subdivision and Development Appeal Board.*

APPLICANT INFORMATION

Name of Applicant: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Is the applicant the owner of the property? ❑ Yes ❑ No

IF "NO"

Name of Owner: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Applicant's interest in the property:
- ❑ Owner of Business
- ❑ Owner of Land Where Sign is Proposed
- ❑ Designated Agent

SIGN INFORMATION

TYPE OF WORK: ❑ New Permanent Sign ❑ Changes to Existing Sign ❑ Temporary Sign

Sign Location (Civic Address): _____

Are there any other signs at this location? ❑ Yes ❑ No

SIGN TYPE:

- ❑ Wall (fascia)
- ❑ Freestanding
- ❑ Canopy
- ❑ Sandwich Board
- ❑ Banding sign
- ❑ Portable
- ❑ Roof Mount
- ❑ Other

SIGN CHARACTERISTICS:

- ❑ Electrified
- ❑ Non-electrified
- ❑ Indirect Illumination
- ❑ Internal Illumination
- ❑ Direct Illumination
- ❑ Flashing
- ❑ Animated
- ❑ Rotating
- ❑ Awning
- ❑ Electronic Variable Messages
- ❑ Lettering

		Office Use
Length of Sign:	❑ m^2 ❑ sq. ft.	
Height of Sign:	❑ m^2 ❑ sq. ft.	
Sign Face Area (length x height):	❑ m ❑ ft.	
Top of Sign Height:		
from Grade:	❑ m ❑ ft.	
from Roof:	❑ m ❑ ft.	

If the sign is only for **temporary** use:

For how many days is the sign proposed to be displayed? _____ days

SITE PLAN

**Please attach a plan drawn to a suitable scale and photographs, if available, illustrating:

- ❑ Location of all existing and proposed sign(s)
- ❑ Size, height, and other dimensions of the proposed sign(s), including any supporting structures
- ❑ Location of the property boundaries of the parcel upon which the proposed sign(s) are to be located
- ❑ Setbacks from property lines of proposed sign(s) and existing building(s)

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Sign.

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

APPLICANT

Registered Owner (if not the same as applicant)

VILLAGE OF CHAMPION

SIGN DEVELOPMENT PERMIT APPLICATION

SKETCH OF PROPOSED SIGN(S)

Please provide a sketch of the proposed signs (or attach separate drawings). Be sure to include the location of the sign compared to the building, the location of any existing sign(s), the location of the sign and buildings on the subject property with distances from property lines, and the dimensions of the sign, including support structures.



VILLAGE OF CHAMPION

BUILDING REMOVAL FORM

DEMOLITION/REMOVAL INFORMATION

A development permit is required to demolish or remove a building or structure from a site. The demolition/removal permit process ensures that buildings are dismantled and removed in a safe manner and that the land will be left in a suitable state after removal. The following is not an exhaustive list and the Designated Officer may request additional information that is required to assess the application.

STRUCTURES TO BE REMOVED

Description of Building/Structure(s) _____

_____

Type of Work ❑ Removal to another site (no demolition) ❑ Demolition of building/structure

Building Size _____ ❑ m^2 ❑ sq. ft.

Height of Building _____ ❑ m ❑ ft. # of storeys _____

DEMOLITION PLAN

Timeframe Expected start date: _____ Expected completion date: _____

Method of Demolition ❑ Manual (no heavy equipment) ❑ Using heavy equipment ❑ Other – please explain _____

Dump Site Location _____

Note: Construction debris should be dumped in an approved certified site whenever possible. If that is not possible, approval must be obtained from Alberta Environment.

Name of Contractor responsible for removal/demolition _____

APPLICANT IS RESPONSIBLE FOR:

❑ **Disconnection of all services** including (if applicable): Signature from agency verifying services disconnected (or attach letter):

- ❑ Electrical power _____
- ❑ Natural gas _____
- ❑ Oil lines _____
- ❑ Telephone cables _____
- ❑ Communications cables (includes cable TV) _____
- ❑ Water lines _____
- ❑ Storm & sanitary sewer _____
- ❑ Septic _____

- ❑ **On-site consultation with Public Works Director**. The applicant shall schedule a consultation with the Public Works Director a minimum of 48 hours prior to demolition or removal commencing to determine the state of affected public property.

- ❑ **Final plan for property after building removed or demolished and reclamation complete.** As applicable:
  - ❑ **Copy of grading plans** if property will be vacant after removal or demolition
  - ❑ **Complete development application for new development** where building is being replaced

- ❑ **A completed Development Application**. This form shall accompany a complete development application with the consent of the registered owner and any other required documentation.

- ❑ **Application Fee and any applicable deposit or security required payable to the Village of Champion.**

**NOTE: A building permit is also required before proceeding with demolition.

Village of Champion
Box 367, Champion, AB T0L 0R0

TELECOMMUNICATION SITING PROTOCOL APPLICATION & CHECKLIST

Date of Application: _____

FOR OFFICE USE ONLY	
Date Deemed Complete	
Land Use District (zone)	

APPLICANT INFORMATION

Name of Applicant (please print): _____
Mailing Address: _____
_____
City: _____
Postal Code: _____

Phone (primary): _____
Phone (alternate): _____
Fax: _____
Email: _____

❑ Check this box if you would like to receive documents through email.

Is the applicant the owner of the property? ❑ Yes ❑ No

IF "NO" please complete box below

Name of Owner: _____
Mailing Address: _____
_____
City: _____
Postal Code: _____

Phone: _____

Applicant's interest in the property:
- ☐ Agent
- ☐ Contractor
- ☐ Tenant
- ☐ Other _____

PROPERTY INFORMATION

Municipal Address: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

Land Use District: _____

What is the existing use? _____

DETAILS OF THE PROPOSED DEVELOPMENT

What currently exists on the parcel?

What will the tower/antenna be used for?

Are there any other antenna towers located within 800 metres (0.5 miles) of the subject proposal? (If yes, describe what the other tower is used for, who the operator is, and provide a map identifying the location.)

Is Co-utilization with existing antenna systems proposed? If not, explain why not.

TOWER SIZE

Overall tower height _____ ❑ m ❑ ft. Commencement Date: _____

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

APPLICANT

Registered Owner (if not the same as applicant)

The personal information provided as part of this application is collected under section 39 of the Safety Codes Act and sections 303 and 295 of the Municipal Government Act and in accordance with section 32(c) of the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. If you have any questions about the collection or use of the personal information provided, please contact the Village of Champion.

Village of Champion

TELECOMMUNICATION SITING PROTOCOL APPLICATION & CHECKLIST

TELECOMMUNICATION SITING PROTOCOL CHECKLIST

A COMPLETED APPLICATION REQUIRES:

1. A complete Telecommunication Siting Protocol Application filled out, with the site plan attached
2. A completed checklist
3. Non-refundable application fee
4. Signature of ALL landowners (whose land the proposal will be located on)
5. Any additional information requested by the Development Authority

NOTE: For any proposal which includes uses, buildings or structures in addition to the antenna system, the applicant is required to obtain a development permit approval for such uses, buildings and structures in accordance with the provisions of the land use bylaw. In such a case, a separate development permit application must be filled out and submitted to the Village.

CHECKLIST INFORMATION:

- Failure to complete the Application or supply the required information, plans or fees may cause delays in application processing.
- The Development Authority may refuse to accept your application if the required information has not been supplied or if the quality of the information is inadequate to properly evaluate the application.
- Once the information has been reviewed, the Village of Champion will either:
  - Issue a municipal concurrence letter to the applicant, or
  - Issue a letter which outlines the municipality's concerns and/or conditions to the applicant and Industry Canada.
- Construction permits may be required for buildings/tower foundations, plumbing, private sewage systems, and gas or electrical installations.

FEES	
A. An administrative fee of $200.00 plus the following additional fees if required (whichever is applicable):	
B. Copying and distribution of required notification letters	$1.50/letter
C. Distribution (only) of required notification letters	$1.00/letter
If the applicant can prove that notification to all required adjacent landowners has been done, then no B or C fee is required. If a special meeting of the Development Authority is requested, there may be additional fees in accordance with the bylaw.	
For fees not listed here, please see the full Fee Schedule of the bylaw.	

Village of Champion

TELECOMMUNICATION SITING PROTOCOL
APPLICATION & CHECKLIST

CHECKLIST

Please attach a description of the project summarizing the information required in the following table.

REQUIREMENT	YES OR NO	SUBMITTED? YES, NO OR N/A
Co-utilization: Are there any other such structures within a radius of **800 metres (0.5 miles)** of the proposed location?		
If YES, please provide a site plan showing the locations of these and provide documentary evidence that co-utilization of the existing structure(s) is not a viable alternative to a second structure.		
Stealth Structure Options/Screening: If this structure will be visible from residential areas stealth structure options may be required to be used and a description of the stealth structure options must be submitted to the satisfaction of the Village.		
Lighting and Signage: Is there additional lighting planned in addition to what is required by federal agencies? Please provide a description of all lighting, required or not required.		
What signage will be used? Please describe. (Note: No advertising signage shall be permitted.)		
Notification & Public Consultation Process: All landowners within a distance of 500 m (1,640 ft.) from the proposed structure must be notified. Please provide a letter that the Village can circulate on your behalf.		
The fee for copying and distributing these letters is $1.50/letter. _____ x $1.50/letter = _____ total The fee for only distributing these letters is $1.00/letter. _____ x $1.00/letter = _____ total Plus, an administrative fee of $200.00. *If a special meeting of the Development Authority is requested, there may be additional fees in accordance with the Village's fee bylaw.*		

VILLAGE OF CHAMPION

APPLICATION FOR A LAND USE BYLAW AMENDMENT

Date of Application: _____

Bylaw No.	

IMPORTANT NOTE: Although the Designated Officer is in a position to advise on the principle or details of any proposals,

A refusal is **not** appealable and a subsequent application for amendment involving the same lot and/or the same or similar use may not be made for at least 6 months after the date of refusal.

such advice must not be taken in any way as official consent.

APPLICANT INFORMATION

Name of Applicant: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Is the applicant the owner of the property? ❑ Yes ❑ No

IF "NO"

Name of Owner: _____

Mailing Address: _____ **Phone:** _____

_____ **Phone (alternate):** _____

City: _____ **Fax:** _____

Postal Code: _____

Applicant's interest in the property:
- ❑ Agent
- ❑ Contractor
- ❑ Tenant
- ❑ Other _____

PROPERTY INFORMATION

Municipal Address: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

OR Quarter _____ Section _____ Township _____ Range _____

AMENDMENT INFORMATION

What is the proposed amendment? ❑ Text Amendment ❑ Land Use Redesignation

IF TEXT AMENDMENT:

For text amendments to the *Land Use Bylaw*, attach a description including:

- The section to be amended;
- The change(s) to the text; and
- Reasons for the change(s).

IF LAND USE REDESIGNATION:

Current Land Use Designation: _____

Proposed Land Use Designation (if applicable): _____

Section 39 of the *Land Use Bylaw* regulates the information required to accompany an application for redesignation. Please attach a descriptive narrative detailing:

- The proposed designation and future land use(s);
- If and how the proposed redesignation is consistent with applicable statutory plans;
- The compatibility of the proposal with surrounding uses and zoning;
- The development suitability or potential of the site, including identification of any constraints and/or hazard areas (e.g. easements, soil conditions, topography, drainage, etc.);
- Availability of facilities and services (sewage disposal, domestic water, gas, electricity, fire and police protection, schools, etc.) to serve the subject property while maintaining adequate levels of service to existing development; and
- Any potential impacts on public roads.

In addition to the descriptive narrative, an Area Structure Plan or Conceptual Design Scheme may be required in conjunction with this application where:

- redesignating land from Urban Reserve to another district;
- multiple parcels of land are involved;
- more than four lots could be created;
- several pieces of fragmented land are adjacent to the proposal;
- internal public roads would be required;
- municipal services would need to be extended; or
- required by Council or the Subdivision and Development Authority.

The Designated Officer or the Subdivision and Development Authority may also require a:

- geotechnical report; and/or
- evaluation of surface drainage and any other information

if deemed necessary by the Designated Officer or the Municipal Planning Commission.

SITE PLAN

Plans and drawings, in sufficient detail to enable adequate consideration of the application, must be submitted in **duplicate** with this application, together with a plan sufficient to identify the land. It is desirable that the plans and drawings should be on a scale appropriate to the development. However, unless otherwise stipulated, it is not necessary for plans and drawings to be professionally prepared. Council may request additional information.

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

APPLICANT

Registered Owner (if not the same as applicant)

VILLAGE OF CHAMPION

NOTICE OF APPEAL

This is to declare that an appeal is hereby lodged with the Subdivision and Development Appeal Board with respect to Application No. _____ which involves:

(a) development ❑

(b) subdivision ❑

described as follows:

For Office Use Only	
Development Permit Application No.	
Subdivision Application No.	
Subdivision and Development Appeal Board No.	

DECISION

The application was:

- ❑ APPROVED
- ❑ APPROVED subject to conditions:
- ❑ REFUSED for the following reasons:

The reasons for the appeal are as follows (use a separate sheet or letter if required):

DATE: SIGNED:

VILLAGE OF CHAMPION

DEVELOPMENT PERMIT

Development Permit No.	

APPLICANT INFORMATION

Name of Applicant: _____

Mailing Address: _____ **Municipality:** _____

_____ **Postal Code:** _____

PROPERTY INFORMATION

Municipal Address: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

PERMIT APPROVAL

This permit refers only to works outlined in Development Application No. _____

Permit approval is for: (describe building, structure or use)

And is subject to the following condition(s):

Development Permit issued on the _____ day of _____, _____.

This development permit does not take effect until at least 14 days after the date of issue and deemed receipt in accordance with section 31 of the Land Use Bylaw and section 686(1) of the Municipal Government Act in respect of the appeal period. Please note, the appeal period expires 14 days after the day on which notice of this decision is posted or published in a publication circulating within the Village or 21 days from the date the notice was mailed.

The permit effective date is: _____

The Development Permit shall not be valid unless and until:

a) all conditions of approval, save those of a continuing nature, have been met;
b) the appeal period for an appeal filed by the applicant has expired;
c) the appeal period for an appeal filed by a person affected by this Development Permit has expired.

THIS IS NOT A BUILDING PERMIT

Construction undertaken in accordance with this development may be regulated by the **provincial building requirements and the Alberta Safety Codes**. The applicant/owner/developer assumes all responsibilities pertaining to construction plan submissions, approvals and inspections as may be required by **Alberta Labour**.

DATE: _____ SIGNED: _____

(Designated Officer)

IMPORTANT NOTES:

In addition to any specific conditions listed, the development outlined above is also subject to the following conditions:

1. This permit indicates that only the development to which it relates is authorized in accordance with the provisions of the land use bylaw and in no way relieves or excuses the applicant from complying with the land use bylaw, laws orders and/or regulations affecting such development.
2. This permit, issued in accordance with the Notice of Decision, is valid for a period of 12 months from the date of issue. If, at the expiry of this period, the development has not been commenced or carried out with reasonable diligence, this permit shall be null and void, unless extended by the Municipal Planning Commission.
3. If this development permit is issued for construction of a building, the exterior of the building, including painting, shall be completed within 12 months from the date of this development permit.
4. The designated officer may, in accordance with section 645 of the Act, take such action as is necessary to ensure that the provisions of this bylaw are complied with.
5. **The applicant is responsible for applying and obtaining all required provincial Safety Code approvals.**

VILLAGE OF CHAMPION

NOTICE OF DEVELOPMENT DECISION

Development Permit Application No.	

RE: DEVELOPMENT PERMIT NO.:

As an applicant, adjacent landowner or deemed affected person you are hereby notified pursuant to Land Use Bylaw No. 2016-004 that the Development Authority for the Village of Champion has:

- ☐ Refused
- ☐ Approved
- ☐ Approved a development permit subject to conditions (see permit attachment) to:

APPLICANT NAME:

ADDRESS:

In respect of works consisting of a: (described use)

In the matter of property located at: (legal description) (address) as described on the development permit approval – as attached.

The development permit is not effective until the date stipulated as the "effective date" in accordance with Section 31 of the Land Use Bylaw and Section 686(1) of the Municipal Government Act in respect of the appeal period.

The Development Permit shall not be valid unless and until:

a) all conditions of approval, save those of a continuing nature, have been met;
b) the appeal period for an appeal filed by the applicant has expired;
c) the appeal period for an appeal filed by a person affected by this Development Permit has expired.

Pursuant to Section 35 of Land Use Bylaw No. 2016-004 of the Village of Champion and Section 686(1) of the Municipal Government Act (MGA), any person affected by this decision may appeal to the Subdivision and Development Appeal Board (SDAB) by filing a notice of the appeal, containing reasons, with the board within 14 days of receiving this notification.

An appeal may be filed at the Village of Champion Office with the applicable appeal fee, to be forwarded to the SDAB. Please note, the appeal period expires 14 days after the day on which notice of this decision is posted or published in a publication circulating within the Village or 21 days from the date the notice was mailed.

DATE: _____ SIGNED: _____

(Designated Officer)

IMPORTANT NOTES:

1. A development permit issued does not take effect until at least 14 days after the date of issue in accordance with section 686(1) of the Act. If an appeal is lodged pursuant to section 684 of the Act, then a permit will not become effective until the Subdivision and Development Appeal Board had determined the appeal.

2. Notice of approval in no way removes the need to obtain any permit or approval required by any federal, provincial or municipal legislation order and/or regulation pertaining to the development approved.

VILLAGE OF CHAMPION

NOTICE OF DEVELOPMENT MEETING

NOTICE IS HEREBY GIVEN THAT AN APPLICATION IS BEING MADE FOR A DEVELOPMENT PERMIT WITH REGARD TO THE FOLLOWING:

MEETING INFORMATION

Development Permit Application No.	

Place of meeting: _____ **Time of meeting:** _____ **Date of meeting:** _____

PROPERTY INFORMATION

Municipal Address: _____

Legal Description: Lot(s) _____ Block _____ Plan _____

Land Use District: _____

What is the existing use? _____

TYPE OF DEVLEOPMENT

This application is to:

Any person affected by the said proposal has the right to present a written brief prior to the hearing and to be present / heard at the meeting. Persons requesting to be heard at the meeting shall submit a written request to the designated officer not later than _____ (a.m./p.m.) on _____, _____.

_____ _____

DATE: DESIGNATED OFFICER

APPENDIX C

TELECOMMUNICATIONS SITING PROTOCOLS

APPENDIX C

Telecommunication, Radiocommunication and Broadcast Antenna Systems and Supporting Structures (Antenna Systems) Siting Protocol

1. PURPOSE

This Appendix serves as the protocol for the installation and modification of telecommunication, radiocommunication and broadcasting antenna systems and supporting structures (antenna systems) in the Village of Champion. The protocol establishes the procedural standard for public participation and consultation that applies to proponents of antennas systems and identifies the Village of Champion's preferred development and design standards.

2. APPLICABILITY

The federal Minister of Industry is the approval authority for the development and operation of antenna systems, pursuant to the *Radiocommunication Act*. Industry Canada recognizes the importance of considering input from local Land Use Authorities and the public regarding the installation and modification of antenna systems and encourages Land Use Authorities to establish a local protocol to manage the process of identifying and conveying concerns, questions and preferences to the proponent of an antenna system and Industry Canada.

The local protocol established in this Appendix applies to any proposal to install or modify a telecommunication, radiocommunication or broadcast antenna system and supporting structures within the Village of Champion which is not excluded from the consultation requirements established by Industry Canada in Client Procedures Circular CPC-2-03 [or subsequent/amended publications]. Proponents of excluded antenna systems are nevertheless encouraged to contact the Village of Champion to discuss the proposal and identify any potential issues or concerns and give consideration to the development and design standards in section 5 of this Appendix.

(a) Antenna Systems Siting Protocol Exclusion List:

i. Industry Canada has determined that certain antenna structures are considered to have minimal impact on the local surroundings and do not require consultation with the local Land Use Authority or the public. Industry Canada's publication, *Radiocommunication and Broadcast Antenna Systems CPC-2-0-03* lists the types of antenna installations exempted from the requirement to consult with the local Land Use Authority and the public. The installations listed in CPC-2-03 are therefore excluded from the Village of Champion Land Use Bylaw, Appendix A, Telecommunication, Radiocommunication and Broadcast Antenna Systems and Supporting Structures Siting Protocol, which currently include:

- maintenance of existing radio apparatus including the antenna system, transmission line, mast, tower or other antenna-supporting structure;
- addition or modification of an antenna system (including improving the structural integrity of its integral mast to facilitate sharing), the transmission line, antenna-supporting structure or other radio apparatus to existing infrastructure, a building,

water tower, etc. provided the addition or modification does not result in an overall height increase above the existing structure of 25% of the original structure's height;

- maintenance of an antenna system's painting or lighting in order to comply with Transport Canada's requirements;
- installation, for a limited duration (typically not more than 3 months), of an antenna system that is used for a special event, or one that is used to support local, provincial, territorial or national emergency operations during the emergency, as is removed within 3 months after the emergency or special event; and
- new antenna systems, including masts, towers or other antenna-supporting structure, with a height of less than 15 metres above ground level.

Proponents who are not certain if their proposed structure is excluded, or whether consultation may still be prudent, are advised to contact the Village of Champion or Industry Canada for guidance.

3. MUNICIPAL REVIEW AND ISSUANCE OF CONCURRENCE OR NON-CONCURRENCE

(a) The Village of Champion's Development Authority (MPC) shall be responsible for reviewing and issuing municipal concurrence or non-concurrence for all antenna system proposals within the Village of Champion which are not excluded under section 2 of this Appendix.

(b) Concurrence with a proposal will be measured against the requirements of the applicable land use district within which the antenna system is proposed, the development and design standards in section 5 of this Appendix, applicable policies of the Village of Champion Municipal Development Plan, and consideration of comment received during the public consultation process (section 7 of this Appendix) and any other matter deemed relevant by the Development Authority:

i. when a proposal is given a concurrence decision, the proponent will receive a letter of concurrence from the Development Authority documenting its decision and any conditions;

ii. when a proposal is given a non-concurrence decision, the proponent will receive a letter of non-concurrence from the Development Authority describing the reasons for the decision.

(c) Municipal concurrence does not constitute approval of uses, buildings and structures which require issuance of a development permit under the Land Use Bylaw. A proposal which includes uses, buildings or structures in addition to the antenna system, is required to obtain development permit approval for such uses, buildings and structures in accordance with the provisions of the land use bylaw.

4. MUNICIPAL REVIEW PROCESSING PERIOD

(a) Except as provided in subsection (b), the Development Authority will issue a decision of either concurrence or non-concurrence within 60 days of receiving a complete application package.

(b) The 60 day processing time period may be extended by the proponent or the Village of Champion, through mutual consent.

5. DEVELOPMENT AND DESIGN STANDARDS

Co-utilization of existing antenna systems is the preferred option within the Village of Champion. However, if co-utilization is not possible, the Village of Champion requests that the following development and design standards be adhered to:

(a) Public Roadway Setbacks

i. An antenna system (including any support structures) proposed within the Village should be placed no closer than 7.62 m (25 ft.) from the property line abutting the public road. A lesser setback may be considered at the discretion of the Development on a site-specific basis.

(b) Lighting and Signage

i. Proponents for antenna structures which are visible from higher density residential areas may be requested to employ innovative design measures to mitigate the visual impact of these structures. The proponent shall provide stealth structure options when requested by the Municipality. Stealth structure options will be based on an evaluation of the massing, form, colour, material, and other decorative elements, that will blend the appearance of the facility into and with the surrounding lands.

ii. The placement of signage on antenna systems is not permitted, except where required by applicable federal agencies.

6. APPLICATION SUBMITTAL REQUIREMENTS

(a) Proponents are encouraged to contact the Village of Champion in advance of making their submission to obtain information about the Town's Antenna Systems Siting Protocol and identify any preliminary issues or concerns.

(b) The following application package shall be submitted to the Village of Champion for consideration of a proposed antenna system:

i. a completed Telecommunication Antenna Siting Protocol application, including site plan;

ii. the prescribed fee, as set in the Village of Champion Appendix or Development Permit Fees;

iii. a description of the type and height of the proposed antenna system and any supporting structures;

iv. the proposed lighting and aeronautical identification markings for the antenna and any supporting structures;

v. documentation regarding potential co-utilization of existing towers within 800 metres (0.5 miles) of the subject proposal; and

vi. any other additional information or material the Development Authority determines to be necessary and appropriate to properly evaluate the proposed submission.

(c) Proposals for freestanding telecommunication antennas shall not be required to obtain a development permit unless buildings or structures are also proposed in addition to the antenna system and supporting structures. For such proposals, the following shall be submitted in addition to the requirements of 6(b):

i. a completed development permit application;

ii. the prescribed fee, as set in the Village of Champion Schedule of Development Fees.

7. NOTIFICATION AND PUBLIC CONSULTATION PROCESS

(a) Upon receipt of an application package, the Development Authority shall review the application for completeness and, if deemed complete, will:

i. schedule a date for a public meeting to be held by the Development Authority, at which the proposal will be reviewed and comment received regarding the proposal;

ii. notify the proponent and/or representative of the antenna system of the development hearing date;

iii. post a notice of the development meeting in a newspaper in accordance with Section 26 of the Land Use Bylaw; and

iv. notify by mail persons likely to be affected by the proposal of the development meeting date in accordance with Section 26 of the Land Use Bylaw, including:

a. landowners within 500 m (1,640 ft.) of the proposed antenna system;

b. any review agencies deemed affected, as determined by the Development Authority;

c. any other persons deemed affected, as determined by the Development Authority.

d. The notifications must be sent 19 days prior to the public meeting date.

(b) The proponent or a representative of the antenna system(s) proposal should attend the development hearing and be prepared to explain all aspects of the proposal including the siting, technology, and appearance of the proposed antenna system.

APPENDIX D

MUNICIPAL PLANNING COMMISSION BYLAW

Village of Champion

Champion – Alberta

Bylaw 2013-003

BEING a Bylaw of the Village of Champion in the Province of Alberta to establish a Municipal Subdivision and Development Authority,

WHEREAS the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, requires the municipality to adopt a Bylaw to establish a Municipal Subdivision and Development Authority;

AND WHEREAS the Subdivision and Development Authority is authorized to make decisions on applications for development approval in accordance with the administrative procedures, land uses and schedules establish in the Municipal Land Use Bylaw;

AND WHEREAS the Subdivision and Development Authority is authorized to make decisions on applications for subdivision approval in accordance with the provincial land use policies, the Subdivision and Development Regulations, the local Land Use Bylaw and Statutory Plans;

NOW THEREFORE, the Council of the Village of Champion in the Province of Alberta, duly assembled, enacts as follows:

1. TITLE

1.1 This Bylaw may be cited as the "**Municipal Planning Commission Bylaw**"

2. DEFINITIONS

2.1 In this Bylaw:

a) **"Act"** means the Municipal Government Act, R.S.A., as amended;

b) **"Municipality"** means the Village of Champion;

c) **"Council"** means the Mayor and Councillors of the Village of Champion;

d) **"Subdivision and Development Authority"** means the person or persons appointed by Bylaw, to exercise only such powers and perform duties as are specified:

i) In the Act; or

ii) In the Village of Champion Land Use Bylaw; or

iii) In this Bylaw; or

iv) by Resolution of Council;

e) **"Designated Officer"** means the Chief Administrative Officer or a person authorized to act as the Designated Officer for the municipality as established by Bylaw;

f) **"Member"** means the Member of the Subdivision and Development Authority;

g) **"Secretary"** means the person or persons appointed by Council to act as Secretary of the Subdivision and Development Authority;

h) **"Authorized person"** means a person or organization authorized by Council to which the municipality may delegate any of its Development Authority powers, duties or functions;

i) All other terms used in this bylaw shall have the meaning as is assigned to them in the Municipal Government Act, as amended from time to time.

3. APPLICATION

3.1 This Bylaw applies to all Municipal Planning Commission Meetings;

3.2 The precedence of the rules governing the procedure of the MPC is:

a) The Municipal Government Act;

b) Other provincial legislation;

c) The Land Use Bylaw;

d) this Bylaw, and;

e) then then current edition of *Robert's Rules of Order and Parlimentary Procedure*;

f) For the purpose of this Bylaw, the Subdivision and Development Authority for the Municipality shall be the Municipal Planning Commission, except in such instances whereby the Designated Officer may be the Development Authority in accordance with the Land Use Bylaw.

4. ORGANIZATION AND PROCESS

4.1 The Subdivision and Development Authority shall be comprised of not more than five (5) persons, of which four (4) shall be members of Council and one (1) Member at Large as appointed by Council;

4.2 Appointments to the Subdivision and Development Authority shall be made by Resolution of Council;

4.3 When a person ceases to be a Member of the Subdivision and Development Authority before the expiration of his/her term, Council may by Resolution appoint another person for the unexpired portion of that Term;

4.4 Following the Organizational Meeting of Council every year, the Members of the Subdivision and Development Authority shall elect one (1) of themselves as Chairman, and one (1) of themselves as Vice-Chairman to hold Office for a Term of one (1) year;

4.5 Each Member of the Subdivision and Development Authority shall be entitled to such remuneration, travelling, and living expenses as may be fixed from time to time by Council; and the remuneration, travelling, and living expenses shall be paid by the Village of Champion;

4.6 Council may by Resolution appoint a secretary who shall be an employee of the municipality and shall attend all meetings of the Subdivision and Development Authority, but shall not vote on any matter before the Subdivision and Development Authority;

4.7 The Subdivision and Development Authority shall hold meetings when required, on a date to be determined by the Authority, at the call of the Chairman or Vice-Chairman;

4.8 Three (3) members of the Subdivision and Development Authority shall constitute a quorum;

4.9 The decision of the majority of the Members present at a meeting shall be deemed to be the decision of the whole Subdivision and Development Authority;

4.10 The Subdivision and Development Authority may make its orders, decisions, development permits and approvals, and may issue notices with or without conditions;

4.11 The Subdivision and Development Authority may make rules to govern its hearings.

4.12 Members of the Subdivision and Development Authority shall not be Members of the Subdivision and Development Appeal Board.

4.13 The Secretary of the Subdivision and Development Authority shall attend all meetings of the Subdivision and Development Authority and shall keep the following records with respect thereto:

a) The minutes of all meetings;
b) All applications;
c) Records of all notices of meetings and or persons to whom they were sent;
d) Copies of all written representations to the Subdivision and Development Authority;
e) Notes as to each representation;
f) The names and addresses of those making representations at the meeting;
g) The decision of the Subdivision and Development Authority;
h) The reasons for the decision of the Subdivision and Development Authority;
i) The vote of the Members of the Subdivision and Development Authority on the decision;
j) Records of all notices of decision and of persons to whom they were sent;
k) All notices, decisions and orders made on appeal from the decision of the Subdivision and Development Authority;
l) Such other matters as the Subdivision and Development Authority may direct.

5. GENERAL

5.1 This Bylaw shall come into effect upon third and final reading thereof.

5.2 Bylaw 666 and any amendments thereto are hereby rescinded.

Read First Reading this 3rd day of June, 2013.

Jamie Smith, Mayor

Colleen Mayne, Chief Administrative Officer

Read Second Reading this 3rd day of June, 2013.

Jamie Smith, Mayor

Colleen Mayne, Chief Administrative Officer

Read Third Reading and Finally Passed this 17th day of June, 2013.

Jamie Smith, Mayor

Colleen Mayne, Chief Administrative Officer