



Building a Fence or a Deck?

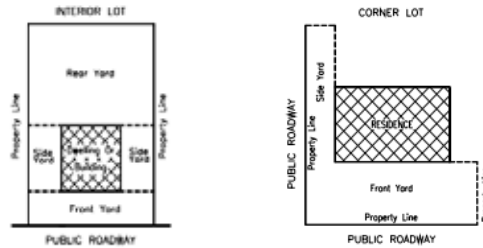
Development Permit Process

Do I need a Development Permit to build a Fence in Crowsnest Pass?

The construction or maintenance of gates, fences, walls, or other means of enclosure do not require a Development Permit providing the property is not within or adjacent to the Wildland Urban Interface, and the structure is within the following height limitations:

Front Yard: Maximum 3.3 ft. (1.0m)

Side and Rear Yards: Maximum 6 ft. (1.8m)



On a corner lot, a fence or hedge must not obstruct vision between a height of 3 ft. (0.9m) and 10 ft. (3.0m), within the sight triangle (refer to Schedule 4. Section 10. of the Land Use Bylaw for diagrams).

Fences proposed outside of these limits will require a Development Permit application.

Do I need a Development Permit to build a Deck in Crowsnest Pass?

An uncovered deck does not require a Development Permit, providing the improvements do not alter lot drainage and the property is not within the Wildland Urban Interface or the Historic Commercial Areas Overlay District, and all other provisions of the Land Use Bylaw (e.g. setbacks) are complied with. In order to be exempt from the requirement to obtain a development permit the applicant shall submit a site plan detailing the location, dimensions and setbacks of the proposed structure. The Development Officer may then stamp the Site Plan as approved if all standards comply. Proposed decks that do not meet the requirements of the Land Use Bylaw will require a Development Permit.

If you are proposing a roof on your deck, this will be

considered a residential addition and shall require a development permit. Please refer to information leaflet for Residential Additions. Building Permits are required for all decks over 2 ft. (0.6m) in height.

Development Permit Application

Development Permit applications for Decks or Fences must be submitted with the following documents:

- Completed application form
An application form for a Development Permit may be picked up at the Municipal Office, or online at www.crowsnestpass.com.
- Site Plan
Site plans should be to scale with a north arrow. They will show lot dimensions, distances from buildings to property lines, distances between buildings, access or laneways, easements, parking, grading etc.
- Elevations
These will indicate materials and finish; structure height; foundation cross section; existing and proposed grading of site.
- Foundation Plan (for Decks)
Foundation plans will show details such as frost wall/ footing, piling, slab dimensions and depth, skirting type etc.

Ensuring your submission is fully complete will assist us in processing your application without delay. If incomplete or illegible documents are provided, you will be asked to provide revised or additional information.

Location of Decks

An unenclosed deck, balcony, porch, veranda, or other similar feature may project 6.6 ft. (2.0m) in to a front or rear yard setback.

Most residential properties within the Municipality of Crowsnest Pass are zoned R-1 (Residential) or GCR-1 (Grouped Country Residential). For example, below are the basic standards for properties in the R-1* district:

Front Yard Setback: 20 ft. (6.1 m). Therefore a deck must be at least 13.4 ft. (4.1m) from the front property lines.

Rear Yard Setback: 25 ft. (7.6m). Therefore a deck must

be at least 18.4 ft. (5.6m) from the rear property line.

Side Yard Setbacks: A deck must be located at least 5 ft. (1.5 m) from the side property lines.

*For other districts, please refer to the Municipality of Crowsnest Pass Land Use Bylaw.

In no circumstances shall any part of any structure, including decks and fences, be permitted to encroach on to an adjoining property.

Application Review and Decision

- Authority
Permitted uses not requiring a variance are processed by the Development Officer. Discretionary uses and uses requesting waivers must be forwarded to the Municipal Planning Commission (MPC).
- Historic Overlay
If your property falls within a Historic Commercial Overlay Area, the application will first be circulated to the Municipal Historic Resource Board for comment and then forwarded to MPC for decision.
- FireSmart
Properties located in or adjacent to the Wildland Urban Interface will be subject to additional FireSmart conditions as per the Land Use Bylaw.
- Time Frame
Please ensure that you allow sufficient time for the processing of your application. Applications which must be reviewed by MPC may take longer to process than those processed by the Development Officer. A decision will be made within 40 days of receiving a complete application, unless an extension has been agreed upon.
- Appeal Period
If you are successful in obtaining a Development Permit, affected landowners are notified and a 2 week appeal period follows.

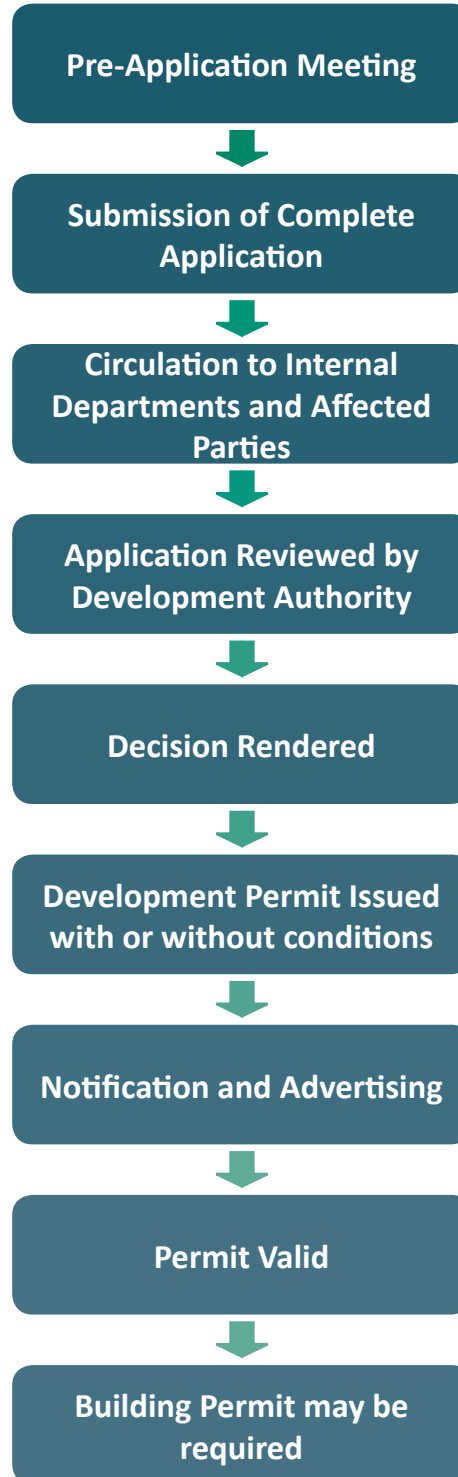
Development Permit Fee for Decks and Fences

Permitted Use - \$75

Major Waiver – Additional \$100

All fees must be paid when submitting application. Fees are subject to change. For all fees, please refer to the Fees, Rates and Charges Bylaw 951, 2016.

Development Permit Process



For more information, please visit our website at www.crowsnestpass.com

or contact

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