



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, August 15, 2023 at 7:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

- 3.a Minutes of the Municipal Planning Commission of June 28, 2023
- 3.b Chinook Arch Regional Library System 2022 Impact Report
- 3.c Honourable Todd Loewen, Minister of Forestry and Parks - Response to Atlas Road Inquiry
- 3.d Honourable Todd Loewen, Minister of Forestry and Parks - Land Availability, Crown Land, Provincial Signage throughout Castle and Crowsnest

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of July 11, 2023

5. PUBLIC HEARINGS

- 5.a Bylaw 1154, 2023 - Land Use Bylaw text amendment to add "Fitness Centre" as a discretionary use in the Industrial (I-1) District - *Public Hearing*

6. DELEGATIONS

Delegations have 15 minutes to present their information to Council excluding questions. Any extension to the time limit will need to be approved by Council.

7. REQUESTS FOR DECISION

- 7.a Bylaw 1154, 2023 - Land Use Bylaw text amendment to add "Fitness Centre" as a discretionary use in the Industrial (I-1) District - *Second and Third Readings*
- 7.b Bylaw 1157, 2023 - LUB Amendment to add "Subdivision or Development Marketing" sign as a permitted use in the Comprehensive Mixed-Used CM-1 district and make several consequential amendments to the land use bylaw.
- 7.c MD of Pincher Creek Request for Shared Bylaw Services

8. COUNCIL MEMBER REPORTS

9. PUBLIC INPUT PERIOD

Each member of the public has up to 5 minutes to address Council. Council will only ask for clarification if needed, they will not engage in a back and forth dialogue.

10. COUNCILOR INQUIRIES AND NOTICE OF MOTION

11. IN CAMERA

11.a Law Enforcement - Appeal of Animal Control Bylaw 991, 2017 Fines - *FOIP Act Section 20*

11.b Business Interests of a Third Party - McMan - FOIP Act Section 16

11.c Economic Interests of the Public Body - Land Purchases - *FOIP Act Section 25*

11.d Economic Interests of the Public Body - Land Purchase Application - *FOIP Act Section 25*

11.e Personal Privacy - Request for Extension To Commence Construction - *FOIP Act Section 17*

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 3.a

Subject: Minutes of the Municipal Planning Commission of June 28, 2023

Recommendation: That Council accept the Minutes of the Municipal Planning Commission of June 28, 2023 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Municipal Planning Commission provides their minutes to keep Council apprised of exceptional development permits, subdivisions, and proposed bylaw amendments.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[2023 06 28_MPC Meeting Minutes Approved.pdf](#)



**Municipality of Crowsnest Pass
Minutes, Municipal Planning Commission
Wednesday, June 28, 2023, at 2:00 PM**

PRESENT: Justin Ames, Chair
Gaston Aubin, Vice Chair
Sam Silverstone, Member
Dave Filipuzzi, Member
Dean Ward, Member

ADMINISTRATIVE: Katherine Mertz, Development Officer
Ryan Dyck, ORRSC
Maxwell Kelly, Planner - ORRSC
Johan Van Der Bank, Manager of Development & Trades
Sasha Lassey, Recording Secretary

ABSENT: Don Montalbetti, Member (no apology)

1. CALL TO ORDER

Justin Ames called the meeting to order at 2:05 pm

2. ADOPT AGENDA

2.1 Additions/Deletions

MOTION by Dean Ward to accept the agenda as presented.

CARRIED

3. CONSENT AGENDA

4. ADOPTION OF MINUTES

4.1 Minutes of May 24, 2023

MOTION by Dave Filipuzzi to adopt the minutes of May 24, 2023, as presented.

CARRIED

5. SUBDIVISION APPLICATIONS

5.1 Subdivision 2023-0-048 - Lots 4-6, Block 1, Plan 0813536 within N1/2 35-7-4-W5M / Municipality of Crowsnest Pass

MOTION by Dean Ward to approve Subdivision Application 2023-0-048 with the resolution provided.

CARRIED

5.2 Subdivision 2023-0-062 - Lot 9, Block 3, Plan 141 1981 within NE1/4 34-7-4-W5M / Municipality of Crowsnest Pass

MOTION by Gaston Aubin to approve Subdivision Application 2023-0-062 with the resolution provided.

CARRIED

5.3 Subdivision 2023-0-074 - Lot 4, Block 21, Plan 1810330 within NE1/4 35-7-4-W5M / Municipality of Crowsnest Pass

MOTION by Dave Filipuzzi to approve Subdivision Application 2023-0-074 with the resolution provided.

CARRIED

6. DEVELOPMENT PERMIT APPLICATIONS

6.1 DP2023-090 - 14701 14 Avenue, Frank (Lot N/A Block Z Plan RW298)

MOTION by Gaston Aubin to:

Approve DP2023-090, for an addition to an existing "Welding Shop" for "Light Industrial/Manufacturing" (Puzzle production) and "Retail use accessory to an approved use" (discretionary uses) with an 18% variance to the height, with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.2 DP2023-094 - 12626 20 Avenue, Blairmore (Lot 2 Block 1A Plan 9810987)

MOTION by Dean Ward to:

Approve DP2023-094, for the existing "Greenhill Hotel" building to be used as a "Mixed-use Building" (discretionary use), including:

- a. "Gaming or Gambling Establishment" and "Cabaret",
- b. Nine rental dwelling units,

- c. Exterior stairs and two raised decks for access to the dwelling units, and
 - d. A ground level deck as an extension of the "Gaming or Gambling Establishment" and "Cabaret",
- with a 43% variance to the parking requirement, with conditions as identified by Alternative A in the MPC request for decision package, and remove the condition as follows:

4.(a) The landowner shall ensure that the development (and specifically the proposed renovations to the exterior of the building) incorporates the recommendations in the attached email from Fraser Shaw, Heritage Conservation Advisor, including:

That the ground level deck on the east side of the property shall be setback two (2) meters from the historic northeast porch;

CARRIED

6.3 DP2023-099 - 2402 208 Street, Bellevue (Lot 17 Block 14 Plan 6828EO)

MOTION by Dave Filipuzzi to:

Approve DP2023-099:

- (a) For an "Accessory Building over 72.83m2 in area" (discretionary use) with a 15% variance to the height and for a driveway access off 24 Avenue, and
 - (b) For the existing "Single-Family Dwelling" (non-conforming building) constructed in 1916 (permitted use) with a 46% variance to the front yard setback,
- with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

2:45 pm - Dave Filipuzzi requested a short recess.

2:48 pm – Justin Ames reconvened the meeting.

6.4 DP2023-101 - 2429 Valley Ridge Rd, Frank (Lot 2 Block 4 Plan 0714175)

MOTION by Dave Filipuzzi to:

Approve DP2023-101, for "Alternative/renewable energy, individual" (ground-mounted Free-Standing Solar Collector) (discretionary use) with a 25% variance to the height, with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.5 DP2023-104 - 12327 20 Avenue, Blairmore (Lot 46 Block 12 Plan 0910600)

MOTION by Dean Ward to:

Approve DP2023-104, for an addition to a "Retail Store" (permitted use), with conditions as identified by Alternative A in the MPC request for decision package and add the following condition:

To require a front yard setback at 0.9m.

CARRIED

6.6 DP2023-114 - 2925 214 Street, Bellevue (Lot 34 Block 5 Plan 2310236)

MOTION by Dave Filipuzzi to:

Approve DP2023-114, to convert the "Single-Family Dwelling" to an up-down "Duplex" (discretionary use) and to allow for tandem parking for one of the dwelling units, with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

7. BYLAW AMENDMENTS

MOTION by Dean Ward to accept Bylaw 1149, 2023, Bylaw 1151, 2023 and Bylaw 1152, 2023, as information.

CARRIED

8. APPEALS

Johan van der Bank reviewed the upcoming appeals being heard before the Subdivision and Development Appeal Board (Integra Tire) as well as the Land & Property Rights Tribunal (Green Mountain). Johan van der Bank mentioned that the MPC sub-committee on the Omnibus No. 3 comprehensive Land Use Bylaw amendment met on June 28, 2023 to review the first round of amendments.

9. ROUND TABLE DISCUSSION

Katherine Mertz provided an update to the committee on ongoing activities with the Green Mountain Coal Pile. She also clarified that there is no current gravel pile operation development within the municipality.

10. NEXT MEETING

10.1 Next Meeting July 26, 2023, at 2:00 pm.

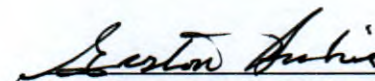
11. IN CAMERA

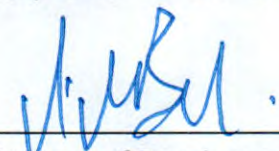
12. ADJOURN

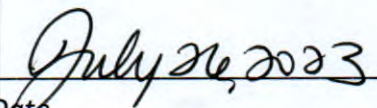
MOTION by Dave Filipuzzi to adjourn the meeting at 3:15 pm.

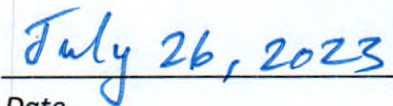
CARRIED

Approved By:


Chairperson - VICE (ACTING)


Manager of Development and Trades


Date


Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 3.b

Subject: Chinook Arch Regional Library System 2022 Impact Report

Recommendation: That Council accept the Chinook Arch Regional Library System 2022 Impact Report as information.

Executive Summary:

Correspondence received is provided to Mayor and Council at the subsequent meeting of Council for their information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Chinook Arch Regional Library System provided their 2022 Impact Report and audited Financial Statements for member municipalities information. Administration is providing the 2022 Impact Report for Council's information and the audited financial statements are retained on file for reference if required.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2023 07 07 - CARLS 2022 Impact Report.pdf](#)



CHINOOK
ARCH REGIONAL
LIBRARY SYSTEM

IMPACT REPORT 2022

CHINOOK ARCH SNAPSHOT

HELPING OUR
LIBRARIES DO **MORE**
FOR 30 YEARS!

**Thanks to Chinook Arch,
member libraries can:**

- offer more reading, listening, and watching choices to library users
- host more programs
- access more staff learning opportunities

30
staff members



35
service locations across
southwest Alberta



3 delivery
vans



Our vans made 4,008
delivery stops in 2022!

SUPPORTING OUR LIBRARIES



33
municipal
council visits

**2022 marked the end of the
three year Fundamental
Digital Literacy Skills Program.
2022 saw:**

34 classes offered

123 participant bags
distributed

149 wellness/youth
activity packs
dispersed

1,383



support consultations
(in-person and virtual)

CONNECTION AND LEARNING

**In-person training
opportunities were
greatly expanded in
2022, including the
creation of monthly
Coffee Chats, a
chance for library
managers to connect,
and an in-person
webinar watch series.**



23 training
events held

406
attendees

10 Coffee
Chats



SUPPORTING OUR PATRONS



383
direct patron
interactions

**Chinook Arch lends
collections of books
and programming kits
to its member
libraries.**

**In 2022, the
blocks and kits
were circulated**

593 times
up from 218 in 2021.

Borrowing
increased by **387%**
at the
Waterton Micro-Library
one of Chinook Arch's
automated lending libraries.

ONLINE SERVICES



10%
increase in
website visits
from 2021

**Introduced two new digital
resources to the system's
eLibrary collection.**

Kanopy was
launched in August in
response to requests
for more video
streaming content.

Launched **Udemy**
eLearning platform.

Over **12,000** lectures
completed from April to
December.



audiobook
borrowing up **6%**

2022 HIGHLIGHTS



CELEBRATING 30 YEARS!

We know the true value of public libraries. That's why, since 1992, we have focused on raising the level of public library service in southwestern Alberta.



PUNCH JACKSON AWARD OF EXCELLENCE

The Library Association of Alberta recognized Chinook Arch for the delivery of the 3 year Digital Literacy Exchange Program.



VOIP TECHNOLOGY

7 libraries were added to this cost-saving system. Libraries are able to save up to \$190 per month.



RETURN TO IN-LIBRARY BROWSING

2022 saw a 57% increase to borrows directly from the library.



ALBERTA BLUE CROSS COVID COMMUNITY ROOTS GRANT

Thanks to a \$3,000 grant, 11 new programming kits were purchased for accessible and inclusive programming opportunities.



NATIONAL POST ARTICLE

A December National Post article "The Importance of Digital Literacy in a Digital World" featured Chinook Arch's 3 year Digital Literacy Exchange Program.



FOOT TRAFFIC

Monthly promotions ran in participating libraries to help boost traffic. They will continue into 2023.



CATALOGUING NUMBERS ON THE RISE

51,973 items were catalogued, the highest since 2020!



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 3.c

Subject: Honourable Todd Loewen, Minister of Forestry and Parks - Response to Atlas Road Inquiry

Recommendation: That Council receives the response from Minister Loewen as information.

Executive Summary:

A letter was received from Honourable Todd Loewen, Minister of Forestry and Parks in response to our Atlas Road Inquiry provided for Council's information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Mayor Painter sent a letter on behalf of Council to inquire as to the status of the Atlas Road in anticipation of the Ministry of Forestry and Parks taking over care and control of the road once Spray Lakes turns the road back over to the province. Our concerns were stated in respect to the use the road gets by outdoor enthusiasts, the state of disrepair, and concern for our Emergency Services personnel being able to respond safely and without damaging emergency apparatus'.

Minister Loewen has asked staff of Forestry and Parks to contact our Municipality for further discussion. Administration will work with department staff on Atlas Road.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2023 07 19 - Minister of Forestry and Parks - Response to Atlas Road Inquiry.pdf](#)



ALBERTA
Forestry and Parks

*Office of the Minister
MLA, Central Peace - Notley*

RECEIVED

JUL 19 2023

JUL 12 2023

AR-1379

His Worship Blair Painter
Mayor
Municipality of Crowsnest Pass
PO Box 600
Crowsnest Pass AB T0K 0E0

Dear Mayor Painter:

I am in receipt of your recent letter to Environment and Protected Areas requesting information about the status of the Atlas Road. As Minister of Forestry and Parks, I appreciate the opportunity to respond.

The Atlas Road continues to be under disposition to Spray Lakes Sawmill through a Departmental License of Occupation (DLO 1198). Spray Lakes Sawmill has expressed a desire to return the disposition to Forestry and Parks, and continues to be in discussions about next steps.

I recognize the value of the Atlas Road to your community and visitors alike for recreation opportunities and so I have asked ministry staff to reach out to the staff at the Municipal District of Crowsnest Pass in order to better understand the municipality's concerns and desired future state.

If you have any questions or would like to discuss this matter further, please contact Rob Simieritsch, Executive Director, Lands Delivery and Coordination South, Forestry and Parks, at rob.simieritsch@gov.ab.ca or 403-297-8713.

Sincerely,

Todd Loewen
Minister

cc: Honourable Rebecca Schulz
Minister of Environment and Protected Areas



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 3.d

Subject: Honourable Todd Loewen, Minister of Forestry and Parks - Land Availability, Crown Land, Provincial Signage throughout Castle and Crowsnest

Recommendation: That Council receives the response from Minister Loewen as information.

Executive Summary:

A letter was received from Honourable Todd Loewen, Minister of Forestry and Parks with follow-up from the meeting with Mayor Painter in spring 2023 regarding land availability, Crown land, and provincial signage and roads and enforcement in Castle and Crowsnest provided for Council's information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

Mayor Painter met with Minister Loewen in spring 2023 to discuss concerns regarding land availability, Crown land, and provincial signage and roads and enforcement in Castle and Crowsnest.

Minister Loewen responded with the attached letter.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:



ALBERTA

Forestry and Parks

*Office of the Minister
MLA, Central Peace - Notley*

JUL 25 2023

AR-951

His Worship Blair Painter
Mayor
Municipality of Crowsnest Pass
PO Box 600
Crowsnest Pass AB T0K 0E0
Blair.Painter@crowsnestpass.com

Dear Mayor Painter:

Thank you for taking time to meet with me during the spring 2023 Rural Municipalities of Alberta convention. It was a pleasure to speak with you, and I appreciated the opportunity to learn about and discuss the priorities and issues facing your municipality. As Minister of Forestry and Parks, I am pleased to provide the following information.

I recognize your concerns regarding land availability. The municipality of Crowsnest Pass possesses high economic potential, so it is important to support economic development while achieving a balance with conservation, recreation and social and tourism values. My ministry is working with Tourism and Sport, and Travel Alberta, on implementing tourism development zones across the province, including in the Crowsnest Pass. This will provide important steps toward supporting municipal goals. My Deputy Minister has also begun engaging with the Nature Conservancy of Canada to better understand its land acquisition goals and relationship to provincial strategies and priorities.

Regarding Crown land issues and improvements, my ministry has observed the need for infrastructure improvements at Island Lake Provincial Recreation Area. I am pleased to advise that a planned refurbishment project of the Island Land site was recently completed. A further comprehensive infrastructure assessment is being undertaken and will be submitted for consideration as part of the major capital program in the coming years.

Forestry and Parks agrees provincial signage could be improved throughout the Castle and Crowsnest areas, and we are taking immediate steps, through the implementation of the *Trails Act*, our Alberta Parks wayfinding program, and our Crown land capital program to improve signage in parks and on trails. While the Adanac and Sartoris roads continue to be challenging roadways to maintain and upgrade within Castle Provincial Park, I trust the other steps being taken regarding signage will support local tourism and travel connectivity. Additionally, my ministry will continue supporting recreation partnerships and volunteer groups in the area, including continuing our successful partnerships with the Syncline Castle Trails Association and the Nordic Ski Club in areas of volunteerism and signage.

.../2

His Worship Blair Painter
Page Two

I have shared your feedback on the need for improved public land enforcement with staff in my Environmental Enforcement Branch. Conservation officers in the Pincher Creek district office work closely with land managers and partner enforcement agencies, including the RCMP, Fish and Wildlife Enforcement sheriffs, and Crowsnest Pass community peace officers to provide an effective conservation enforcement program on all public lands in the area. I have asked staff in the Environmental Enforcement Branch to also explore the capacity of groups, like Crowsnest Pass Emergency Services and the Southwest Alberta Regional Search and Rescue Society, to assist with emergency services in the Castle Park area.

Forestry and Parks and the municipality of Crowsnest Pass have several matters of mutual interest that we are actively working to improve on, and I value our productive and candid working relationship.

Sincerely,

A handwritten signature in black ink, appearing to read 'Todd Loewen'.

Todd Loewen
Minister

cc: Honourable Joseph Schow
Minister of Tourism and Sport



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 4.a

Subject: Minutes of the Council Meeting of July 11, 2023

Recommendation: That Council adopt the Minutes of the Council Meeting of July 11, 2023 as presented.

Executive Summary:

Minutes of the previous Council meeting are provided to Council for review and adoption.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2023 07 11 Council Meeting Minutes.docx](#)



Municipality of Crowsnest Pass

Council Meeting Minutes

Tuesday, July 11, 2023

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, July 11, 2023.

Council Present:

Mayor Blair Painter, Councillors: Vicki Kubik, Dave Filipuzzi, Doreen Glavin, Glen Girhiny, Lisa Sygutek, and Dean Ward

Administration Present:

Patrick Thomas, Chief Administrative Officer
Brian McCulloch, Director of Finance
Bonnie Kawasaki, Recording Secretary

CALL TO ORDER

Mayor Painter called the meeting to order at 1:00 pm.

ADOPTION OF AGENDA

01-2023-07-11: Councillor Glavin moved to adopt the agenda as presented.

Carried

CONSENT AGENDA

02-2023-07-11: Councillor Ward moved that Council approve the following Consent Agenda items as presented without debate:

3.a

Minutes of the Municipal Planning Commission of May 24, 2023

THAT Council accept the Minutes of the Municipal Planning Commission of May 24, 2023 as information.

3.b

Minutes of the Crowsnest Pass Community Library Board of May 23, 2023

THAT Council accept the Minutes of the Crowsnest Pass Community Library Board of May 23, 2023 as information.

3.c

MD of Willow Creek - Letter of Support to Re-open Watercraft Inspection Station
THAT Council accept the MD of Willow Creek - Letter of Support to Re-open Watercraft Inspection Station as information.

3.d

Bylaw 1154, 2023 - Land Use Bylaw text amendment to add "Fitness Centre" as a discretionary use in the Industrial (I-1) District - First Reading

THAT Council move first reading of Bylaw 1154, 2023 - Land Use Bylaw text amendment to add "Fitness Centre" as a discretionary use in the Industrial (I-1) District.

Carried

ADOPTION OF MINUTES

Minutes of the Council Meeting of July 4, 2023

Councillor Ward noted that the adjournment time was incorrect and requested a correction.

03-2023-07-11: Councillor Ward moved to adopt the Minutes of the Council Meeting of July 4, 2023 as amended.

Carried

PUBLIC HEARINGS

None

DELEGATIONS

None

REQUESTS FOR DECISION

Bylaw 1155, 2023 - Amendment to the Procedure Bylaw - First Reading

04-2023-07-11: Councillor Ward moved first reading of Bylaw 1155, 2023 Amendment to the Procedure Bylaw.

Defeated

Service Areas Update

05-2023-07-11: Councillor Glavin moved that Administration write a letter to the provincial department that oversees the bathrooms at the Crowsnest Lake pullout to request that they are opened for the season.

Carried

06-2023-07-11: Councillor Sygutek moved that Council accept the Service Areas Update for information.

Carried

Budget 2024 Calendar and Development Guidelines

07-2023-07-11: Councillor Filipuzzi moved that Council approve the Budget 2024 Calendar and the Budget 2024 Development Guidelines with an amendment by Councillor Ward to amend the inflation rate to be set at 3% for 2024.

Carried

Regional Growth Statistics

08-2023-07-11: Councillor Sygutek moved that Council accepts the Regional Growth Statistics report as information.

Carried

COUNCIL MEMBER REPORTS

None

PUBLIC INPUT PERIOD

- Yvonne Zink – Coleman
Read a letter into the record on behalf of the residents of West Coleman regarding concerns about increased traffic on 17th Avenue in West Coleman
Mayor Painter requested that she provide a copy of the letter to Council.

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

None

IN CAMERA

09-2023-07-11: Councillor Filipuzzi moved that Council go In Camera for the purpose of discussion of the following confidential matters under the Freedom of Information and Protection of Privacy Act and to take a short recess at 2:23 pm:

- a) Business Interests of a Third Party - Shift REI Update - FOIP Act Section 16
- b) Personal Privacy – Request for Extension To Commence Construction - FOIP Act Section 17

Carried

Reconvene

Mayor Painter convened the In Camera meeting at 2:32 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

10-2023-07-11: Councillor Sygutek moved that Council come out of In Camera at 3:37 pm.

Carried

11-2023-07-11: Councillor Filipuzzi moved that Council grant the request for a 12-month extension to condition #5 to February 4th, 2025 Block OT, Plan 3380T subject to the following conditions:

1. That the applicant commences construction of a single-family residence within three years of the date the title is transferred to the applicant.
2. That if the applicant does not commence construction of a single-family residence within the three-year time frame, the Municipality reserves the option to purchase the lot back from the applicant at 50% of the purchase price.

Carried

12-2023-07-11: Councillor Ward moved that Administration proceeds with Land acquisitions as discussed.

Carried

ADJOURNMENT

13-2023-07-11: Councillor Filipuzzi moved to adjourn the meeting at 3:38 pm.

Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 5.a

Subject: Bylaw 1154, 2023 - Land Use Bylaw text amendment to add "Fitness Centre" as a discretionary use in the Industrial (I-1) District - Public Hearing

Recommendation: That Council holds a public hearing and considers input received.

Executive Summary:

Bylaw 1154, 2023 was given first reading on July 11, 2023 and a public hearing was scheduled for August 15, 2023.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26.

Land Use Bylaw No. 868, 2013.

Discussion:

Public hearing.

Analysis of Alternatives:

Public hearing.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1154, 2023 \(June 2023\) notice.docx](#)

NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS

IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1154, 2023

7:00pm , August 15, 2023

Municipality of Crowsnest Pass Council Chambers

8502 – 19 Avenue, Coleman

PURSUANT to sections 216.4, 606, and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, the Council of the Municipality of Crowsnest Pass in the Province of Alberta hereby gives notice of its intention to consider proposed Bylaw No. 1154, 2023, being a bylaw to amend Bylaw No. 868, 2013, being the municipal land use bylaw.

The purpose of Bylaw No. 1154, 2023 is to add “Fitness Centre”, as defined in the Land Use Bylaw, to the Industrial (I) land use district as a Discretionary Use. This will facilitate the opportunity to develop a “Fitness Centre” on lands designated as Industrial (I).

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1154, 2023 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00pm on August 15, 2023. Each person shall be allotted 5 minutes to present their position.

AND FURTHER TAKE NOTICE that anyone wishing to provide slide decks, maps, videos or a written submission regarding the proposed bylaw should email: Bonnie Kawasaki, Executive Assistant to the CAO at bonnie.kawasaki@crowsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on August 8, 2023. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

For questions regarding the proposed Bylaw Amendment please contact the Development Officer by calling 403-562-8833 or emailing development@crowsnestpass.com.

A copy of the proposed bylaw may be inspected at the municipal office during normal business hours.

DATED at the Municipality of Crowsnest Pass in the Province of Alberta this 14th day of July, 2023.

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1154, 2023

LAND USE BYLAW AMENDMENT – ADD “FITNESS CENTRE” TO INDUSTRIAL (I-1) LAND USE DISTRICT

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 868, 2013, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to amend the land use bylaw for the purposes of providing for the opportunity to develop a Fitness Centre in the Industrial (I-1) land use district.

AND WHEREAS the Land Use Bylaw defines a Fitness Centre as the “use of premises for the development of physical health or fitness, including, but not limited to, health centres, gymnasiums, racquet and ball courts, spas and reducing salons”.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW 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 Municipality of Crowsnest Pass in the Province of Alberta duly assembled does hereby enact the following amendments:

1. “Fitness Centre” is added to the Industrial (I-1) land use district as a Discretionary Use.
2. Bylaw No. 868, 2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2023.

READ a **second** time in council this _____ day of _____ 2023.

READ a **third and final** time in council this _____ day of _____ 2023.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 7.a

Subject: Bylaw 1154, 2023 - Land Use Bylaw text amendment to add "Fitness Centre" as a discretionary use in the Industrial (I-1) District - Second and Third Readings

Recommendation: That Council considers gives second and third readings of Bylaw 1154, 2023.

Executive Summary:

Bylaw 1154, 2023 was given first reading on July 11, 2023 and a public hearing was scheduled for August 15, 2023.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26.

Land Use Bylaw No. 868-2013.

Discussion:

A "Fitness Centre" is currently listed only in the Retail-Commercial (C-1) and Drive-In Commercial C-2 land use districts. Fitness centers that include weight lifting, martial arts, climbing walls and trampoline parks may require a larger facility with a higher ceiling than what is typically offered in buildings within these districts. Industrial style buildings are typically suited to these types of gymnasiums / fitness centres. In the larger urban areas it is not uncommon to see fitness centers in an industrial area of a community.

Analysis of Alternatives:

1. Following the Public Hearing, Council may give Second and Third Readings of Bylaw 1154, 2023, as proposed.

2. If additional information is required by Council and/or amendments to the Bylaws are proposed by Council prior to Second Reading, Council may postpone Second Reading of Bylaw 1154, 2023 and provide further direction to Administration. Substantial changes to the Bylaw will require Council hold a second Public Hearing prior to considering the Bylaw 1154,2023 for Second and Third reading.
3. Council may defeat Bylaw 1154, 2023, as proposed.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1154, 2023 - \(June 2023\).docx](#)

[FORMATTED Bylaw 1154, 2023 - \(July 2023\).docx](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1154, 2023

LAND USE BYLAW AMENDMENT – ADD “FITNESS CENTRE” TO INDUSTRIAL (I) LAND USE DISTRICT

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 868, 2013, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to amend the land use bylaw for the purposes of providing for the opportunity to develop a Fitness Centre in the Industrial (I) land use district.

AND WHEREAS the Land Use Bylaw defines a Fitness Centre as a “use of premises for the development of physical health or fitness, including, but not limited to, health centres, gymnasiums, racquet and ball courts, spas and reducing salons”.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW 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 Municipality of Crowsnest Pass in the Province of Alberta duly assembled does hereby enact the following amendments:

1. “Fitness Centre” is added to the Industrial (I) land use district as a Discretionary Use.
2. Bylaw No. 868, 2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2023.

READ a **second** time in council this _____ day of _____ 2023.

READ a **third and final** time in council this _____ day of _____ 2023.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1154, 2023

LAND USE BYLAW AMENDMENT – ADD “FITNESS CENTRE” TO INDUSTRIAL (I-1) LAND USE DISTRICT

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 868, 2013, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to amend the land use bylaw for the purposes of providing for the opportunity to develop a Fitness Centre in the Industrial (I-1) land use district.

AND WHEREAS the Land Use Bylaw defines a Fitness Centre as the “use of premises for the development of physical health or fitness, including, but not limited to, health centres, gymnasiums, racquet and ball courts, spas and reducing salons”.

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW 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 Municipality of Crowsnest Pass in the Province of Alberta duly assembled does hereby enact the following amendments:

1. “Fitness Centre” is added to the Industrial (I-1) land use district as a Discretionary Use.
2. Bylaw No. 868, 2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2023.

READ a **second** time in council this _____ day of _____ 2023.

READ a **third and final** time in council this _____ day of _____ 2023.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 7.b

Subject: Bylaw 1157, 2023 - LUB Amendment to add "Subdivision or Development Marketing" sign as a permitted use in the Comprehensive Mixed-Used CM-1 district and make several consequential amendments to the land use bylaw.

Recommendation: That Council consider first reading of Bylaw 1157, 2023 and schedule a public hearing.

Executive Summary:

It is necessary to expand the existing "Subdivision Marketing Sign" in the Land Use Bylaw to include the opportunity to market a future development that may not necessarily be associated with a subdivision.

Relevant Council Direction, Policy or Bylaws:

Land Use Bylaw No. 868-2013.

Municipal Government Act s. 692 Planning Bylaws.

Discussion:

All residential districts has Subdivision Marketing Sign as a discretionary use. This sign type is not presently included in the CM-1 District, and it seems appropriate to include the sign type as a permitted use in the CM-1 district. It is also appropriate to revise the name of the sign type to Subdivision or Development Marketing Sign to provide the opportunity to market future development that may not be associated with a subdivision. Several consequential amendments are required.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[Bylaw 1157 2023.pdf](#)

[Bylaw 1157, 2023 - Schedule 'A'.pdf](#)

MUNICIPALITY OF CROWSNEST PASS

BYLAW NO. 1157, 2023

LAND USE BYLAW AMENDMENT – Add Subdivision Marketing Sign to Comprehensive Mixed Use (CM-1) land use district

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 868-2013, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to amend the Land Use Bylaw for the purposes of providing for the opportunity to develop a “Sign – type 23 (Subdivision or Development Marketing)” as a permitted use in the Comprehensive Mixed Use (CM-1) land use district.

AND WHEREAS it is thus necessary to make amendments to the Land Use Bylaw relative to “Subdivision or Development Marketing Sign” in several land use districts and in Schedule 11 Sign Standards.”

AND WHEREAS the municipality must prepare an amending bylaw and provide for its consideration at a public hearing.

NOW 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 Municipality of Crowsnest Pass in the Province of Alberta duly assembled does hereby enact the following amendments:

1. As shown in the attached Schedule ‘A’ attached hereto and forming part of this bylaw:
 - (a) In Schedule 11, amend the existing definition of “Subdivision Marketing Sign” to “Subdivision or Development Marketing Sign” and make additional changes to the wording of the definition.
 - (b) “Sign – type 23 (Subdivision or Development Marketing)” is added as a permitted use to the Comprehensive Mixed Use (CM-1) land use district.
 - (c) In the R-1, R-1A, R-2, R-2A, R-3, R-4, R-5, GCR-1, CRV, and CSV land use districts, amend the discretionary use of “Subdivision Marketing Sign” to “Subdivision or Development Marketing Sign”.
 - (d) In Schedule 11 Sign Standards, amend section 23 Subdivision Marketing Signs as shown.
2. Bylaw No. 868-2013, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2023.

READ a **second** time in council this _____ day of _____ 2023.

READ a **third and final** time in council this _____ day of _____ 2023.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

RESIDENTIAL – R-1

PURPOSE: To provide for a high-quality residential environment with the development of primarily single-family dwellings on standard sized lots or duplex and semi-detached dwellings or modular homes and other compatible uses.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
Day home
Accessory Building or Use up to 72.83 m² (784 ft²)
in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof
mounted solar panels
Canvas Covered Structure
Day care facility
Duplex
Accessory Building or Use over 72.83 m² (784 ft²) in
area
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Private institutional uses
Public institutional uses
Secondary suite
Semi-detached Dwelling
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Single-family dwelling	13.7	45	30.5	100	418.1	4,500
Duplex and semi-detached dwelling (per building – i.e. for two units)	15.25	50	30.5	100	465.0	5,000
All other uses	As required by the Subdivision Authority					
Corner lots	See Schedule 4					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	6.1 to property line or 6.5 to back of existing or future public walkway or 7.5 to back of public curb	20 to property line or 21.33 to back of existing or future public walkway or 7.5 to back of public curb	1.5	5	7.6	25

RESIDENTIAL – R-1A

PURPOSE: To provide for a high-quality residential environment with the development of single-family dwellings on standard sized lots and other compatible uses.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Day home
Accessory Building or Use up to 72.83 m²
(784 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling

DISCRETIONARY USES

Alternative/renewable energy, individual – except
roof mounted solar panels
Canvas Covered Structure
Day care facility
Accessory Building or Use over 72.83 m² (784 ft²)
in area
Home occupations - Class 2
Private institutional uses
Public institutional uses
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision [or Development](#) Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Single-family dwelling	13.7	45	30.5	100	418.1	4,500
All other uses	As required by the Subdivision Authority					
Corner lots	See Schedule 4					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	6.1	20	1.5	5	7.6	25

4. MINIMUM ACCESSORY BUILDING YARD SETBACKS

Front Yard	–	requires approval to be located in front yard
Side Yard	–	1.2 m (4 ft.)
Rear Yard	–	1.2 m (4 ft.)

5. MAXIMUM LOT COVERAGE

Principal building	–	35%
Accessory buildings	–	15%

DUPLEX OR SEMI-DETACHED RESIDENTIAL – R-2

PURPOSE: To accommodate predominantly two-unit dwellings while providing opportunity for additional land uses to develop in this district.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Day home
Duplexes
Accessory Building or Use up to 72.83 m² (784 ft²) in area
Home occupations - Class 1
Semi-detached dwellings
Sign - type 15 (Home Occupation)

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof mounted solar panels
Canvas Covered Structure
Day care facility
Accessory Building or Use over 72.83 m² (784 ft²) in area
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
Single-family dwelling
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Duplex or semi-detached dwelling (per building – i.e. for two units)	18.3	60	30.5	100	650.3	7,000
Single-family dwelling	15.2	50	30.5	100	464.5	5,000
All other uses	As required by the Subdivision Authority					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Duplex or semi-detached dwelling	6.1	20	1.5	5	As required by the Development Authority	
Corner lots	As required by the Development Authority				As required by the Development Authority	
All other uses	6.1	20	1.5	5	As required by the Development Authority	

MULTI-FAMILY RESIDENTIAL – R-2A

PURPOSE: To accommodate predominantly two-unit to eight-unit dwellings while providing opportunity for additional land uses to develop in this district.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Day home
Duplexes
Fourplexes
Accessory Building or Use up to 72.83 m² (784 ft²) in area
Home occupations - Class 1
Semi-detached dwellings
Sign - type 15 (Home Occupation)
Triplexes

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof mounted solar panels
Canvas Covered Structure
Day care facility
Eightplexes
Accessory Building or Use over 72.83 m² (784 ft²) in area
Home occupations - Class 2
Rowhousing
Senior citizen housing
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
Sixplexes
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Duplex, semi-detached – per building	18.3	60	30.5	100	557.4	6000
Triplex or Fourplex – per building	21.3	70	30.5	100	650.3	7000
Rowhouse – per unit						
– interior unit	6.1	20	30.5	100	185.8	2000
– end unit	9.1	30	30.5	100	278.7	3000
All other uses	As required by the Subdivision Authority					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Duplex or Semi-detached dwelling	6.1	20	1.5	5	7.6	25
Triplex or Rowhouse						
– interior unit	6.1	20			7.6	25
– end unit	6.1	20	3.0	10	7.6	25
All other uses	As required by the Development Authority					

MULTI-FAMILY APARTMENT RESIDENTIAL – R-3

PURPOSE: To provide high-quality, multi-family dwelling environments, integrated into either existing or proposed residential neighbourhoods at a density of not more than 50 units per hectare or 20 units per acre.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Apartment building not exceeding three habitable floors or 10.0 m (32.8 ft.) in height
Accessory Building or Use up to 72.83 m² (784 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)

DISCRETIONARY USES

Accessory building or Use over 72.83 m² (784 ft²) in area
Alternative/renewable energy, individual – except roof mounted solar panels
Apartment building exceeding three habitable floors or 10 m (32.8 ft.) in height
Canvas Covered Structure
Day care facility
Day home
Duplex
Extended care facilities
Fourplex
Home occupations - Class 2
Rowhousing
Senior citizen housing
Semi-detached Dwelling
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home
Townhouses
Triplex

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Apartments – per building	24.4	80	30.5	100	743.2	8,000
Rowhouse – per unit						
– interior unit	6.1	20	30.5	100	185.8	2,000
– end unit	9.1	30	30.5	100	278.7	3,000
All other uses	As required by the Subdivision Authority					

MODULAR HOME COMMUNITIES – R-4

PURPOSE: To provide areas suitable for the location of modular homes and/or modular home parks where a comprehensive plan has been agreed to by the Development Authority. These areas would be designated and provide for high-quality development which complements adjacent uses.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Day home
Accessory Building or Use up to 72.83 m² (784 ft²) in area
Home occupations - Class 1
Modular Home
Sign - type 15 (Home Occupation)

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof mounted solar panels
Accessory Building or Use over 72.83 m² (784 ft²) in area
Canvas Covered Structure
Home occupations - Class 2
Neighbourhood confectioneries
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Modular home						
– single-wide	7.62	25	30.5	100	418.1	2,500
– double-wide	13.7	45	30.5	100	418.1	4,500
Corner lots	See Schedule 4					
Irregular lots	A development may be approved on a “pie-shaped” or irregular lot, parts of which are below the specified minimum lot width, provided that the front yard setback meets the minimum width, and provided the lot area and average dimensions otherwise equal or exceed the prescribed minimums.					
All other uses	As required by the Subdivision Authority					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS BETWEEN UNITS (Non-subdivided Community)

Each building (including accessory buildings) shall be located:

- entirely within the boundaries of the community plot;
- at least 4.6 m (15 ft.) from a principal building on an adjacent plot;
- at least 1.8 m (6 ft.) from an accessory building on an adjacent plot;
- at least 5.0 m (16.4 ft.) from a front plot line;
- at least 3.0 m (9.8 ft.) from the property line of the modular home community.

NARROW LOT RESIDENTIAL – R-5

PURPOSE: To accommodate residential infill or replacement on existing lots which are narrower than the conventional frontages established in the Residential – R-1 land use district.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
only
Day home
Accessory Building or Use up to 72.83 m²
(784 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling

DISCRETIONARY USES

Alternative/renewable energy, individual – except
roof mounted solar panels
Accessory Building or Use over 72.83 m² (784 ft²)
in area
Canvas Covered Structure
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Private institutional uses
Public institutional uses
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Short-Term Rental / Bed & Breakfast
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Single-family dwelling	7.6	25	30.5	100	232.3	2,500
All other uses	As required by the Subdivision Authority					
Corner lots	See Schedule 4					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Single-family dwelling	6.1	20	1.2	4	7.6	25
All other principal uses	As required by the Development Authority					

4. MINIMUM ACCESSORY BUILDING YARD SETBACKS

Front Yard	–	requires approval to be located in front yard
Side Yard	–	0.9 m (3 ft.)
Rear Yard	–	0.9 m (3 ft.)

5. MAXIMUM LOT COVERAGE

Principal building	–	40%
Accessory buildings	–	15%

GROUPED COUNTRY RESIDENTIAL – GCR-1

PURPOSE: To provide for a high-quality of clustered residential development in designated areas where conflicts with adjacent urban or non-urban uses are not expected, or can be mitigated.

1. PERMITTED USES

Alternative/renewable energy, individual – restricted to roof mounted solar panels only
Day home
Accessory Building or Use up to 95.2 m² (1024 ft²) in area
Home occupations - Class 1
Sign - type 15 (Home Occupation)
Single-family dwelling
Short-Term Rental / Bed & Breakfast

DISCRETIONARY USES

Alternative/renewable energy, individual – except roof mounted solar panels
Accessory Building or Use over 95.2 m² (1024 ft²) in area
Canvas Covered Structure
Home occupations - Class 2
Modular home
Moved-in building
Moved-in dwelling
Secondary suite
Sign - types 22 (Subdivision Entrance) and 23 (Subdivision [or Development](#) Marketing)
Tourist Home
Wind energy conversion systems (WECS) - Category 1

2. LOT SIZE

Unserviced (private water wells and PSDS) – minimum 1.2 hectares (3 acres) or existing titles
– maximum 2.02 hectares (5.0 acres) or existing titles
Serviced (municipal water and wastewater) – minimum 0.405 hectares (1.0 acre)
– maximum 1.2 hectares (3 acres)

3. MINIMUM YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Principal use	15.2	50	15.2	50	15.2	50
Accessory buildings	15.2	50	6.1	20	3.05	10

4. MAXIMUM BUILDING HEIGHT

Principal building, up to two-storey, no walkout basement – 10.0 m (32.8 ft.)
Principal building, two-storey walk-out basement – 13.0 m (42.7 ft.)
Accessory buildings – 6.7 m (22 ft.)

5. ADDITIONAL INFORMATION

Every area structure plan or subdivision application for grouped country residential development shall be accompanied by details of how fire suppression and fire protection and garbage containment, utilizing BearSmart principles, will be provided.



COMPREHENSIVE MIXED USE – CM-1

PURPOSE: To provide for a comprehensively planned destination that offers a mix of flexible multi-use buildings with an active ground floor development and a variety of commercial, business and tourism uses, shared parking and amenities, and multi-modal connections to surrounding lands. Multi-unit residential uses may be considered.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels
Art and Craft Studio
Bakery
Coffee Shop
Convenience Store
Drinking Establishment
Farmer's Market
Hotel
Kiosk
Mixed Use Building
Mixed Use Development
Office
Parking Facility
Personal Service
Institution
Recreation Facility
Restaurant
Retail
Retail Store
Shopping Malls
Signs – types 11 (A-board), 12 (Canopy),
13 (Fascia and Wall),
15 (Home Occupation), 18 (Portable)-and
19 (Projecting)-and 23 (Subdivision or
Development Marketing)
Workshop

DISCRETIONARY USES

Accessory Building or Use
Alternative energy, individual – except roof
mounted solar panels
Apartment Building
Athletic and Recreational Facilities
Auditorium
Boarding House
Car Wash
Cultural Entertainment
Factory-Built Housing
Financial Institution
Fitness Centre
Food Services / Catering
Home Occupation – Class 1 and 2
Liquor Store
Motel
Multi-family Dwelling
Printing Establishment, Commercial
Signs – types 14 (Freestanding),
16 (Multiple Listing), 17 (Murals) and
21 (Secondary)
Temporary Structure
Travel Agency
Veterinary Clinic

2. MINIMUM LOT SIZE

0.4 hectares (1 acre)

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
All principal uses	To be determined in a Comprehensive Site Development Plan.					
Adjacent to a highway	To be determined in conjunction with Alberta Transportation.					



COMPREHENSIVE RESORT VILLAGE – CRV

PURPOSE: To accommodate the development of a designated area within the municipality for multi-family residential, recreational and related resort activities.

1. PERMITTED USES

Alternative/renewable energy, individual –
restricted to roof mounted solar panels only
Sign - types 11 (A-board), 15 (Home Occupation)
and 18 (Portable)
Single-family dwelling
Short-Term Rental / Bed & Breakfast

DISCRETIONARY USES

Accessory buildings and uses
Alternative/renewable energy, individual – except roof
mounted solar panels
Moved-in dwelling
Moved-in building
Multi-family dwellings (i.e. triplex, fourplex, sixplex,
rowhouse, townhouse, apartment, etc.)
Secondary Suite
Sign - types 12 (Canopy), 13 (Fascia and Wall), 14
(Freestanding), 16 (Multiple Listing),
17 (Murals), 19 (Portable), 20 (Roof),
21 (Secondary), 22 (Subdivision Entrance) and 23
(Subdivision or Development Marketing)
Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Single-family dwelling	9.1	30	30.5	100	278.7	3,000
Duplex or Semi-detached - per unit	9.1	30	30.5	100	278.7	3,000
Triplex – per unit	9.1	30	30.5	100	278.7	3,000
Fourplex – per unit	7.6	25	30.5	100	232.3	2,500
Rowhouse – per unit	7.6	25	30.5	100	232.3	2,500
Sixplex – per unit	7.6	25	30.5	100	232.3	2,500
Interior units	6.1	20	30.5	100	185.8	2,000
All other uses	As required by the Subdivision Authority					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Single-family Dwelling	3.0	10	1.5	5	3.0	10
Duplex or Semi-detached	3.0	10	1.5	5	3.0	10
Triplex	3.0	10	1.5	5	3.0	10
Fourplex	3.0	10	1.5	5	3.0	10
Rowhouse	3.0	10	1.5	5	3.0	10
Sixplex	3.0	10	1.5	5	3.0	10
Interior units	3.0	10	0	0	3.0	10
All other uses	As required by the Development Authority					

COMPREHENSIVE SKI VILLAGE – CSV

PURPOSE: To provide for the development of residential, recreational and tourist-oriented land uses in a ski village.

1. PERMITTED USES

Accessory building or use up to 72.83 m² (784 ft²) in area
 Alternative/renewable energy, individual – restricted to roof mounted solar panels only
 Day home
 Duplex
 Fourplex dwelling
 Home occupations - Class 1
 Rowhouse dwelling
 Semi-detached dwelling
 Triplex dwelling
 Single-family dwelling
 Sign - types 11 (A-board), 15 (Home Occupation) and 18 (Portable)
 Short-Term Rental / Bed & Breakfast

DISCRETIONARY USES

Accessory building or use over 72.83 m² (784 ft²) in area
 Alternative/renewable energy, individual – except roof mounted solar panels
 Day care facility
 Home occupations - Class 2
 Modular home
 Secondary Suite
 Sign - types 12 (Canopy), 13 (Fascia and Wall), 14 (Freestanding), 16 (Multiple Listing), 17 (Murals), 19 (Portable), 20 (Roof), 21 (Secondary), 22 (Subdivision Entrance) and 23 (Subdivision or Development Marketing)
 Tourist Home

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Single-family dwelling	9.1	30	30.5	100	278.7	3,000
Duplex or Semi-detached – per unit	9.1	30	30.5	100	278.7	3,000
Triplex – per unit	9.1	30	30.5	100	278.7	3,000
Fourplex – per unit	7.6	25	30.5	100	232.3	2,500
Rowhouse – per unit	7.6	25	30.5	100	232.3	2,500
Sixplex – per unit	7.6	25	30.5	100	232.3	2,500
Interior units	6.1	20	30.5	100	185.8	2,000
All other uses	As required by the Subdivision Authority					

3. MINIMUM PRINCIPAL BUILDING YARD SETBACKS

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Single-family dwelling	0	0	1.5	5	3.0	10
Duplex or Semi-detached	3.0	10	1.5	5	3.0	10
Triplex	3.0	10	1.5	5	3.0	10
Fourplex	3.0	10	1.5	5	3.0	10
Rowhouse	3.0	10	1.5	5	3.0	10
Sixplex	3.0	10	1.5	5	3.0	10
Interior units	3.0	10	1.5	5	3.0	10
All other uses	As required by the Development Authority					



Site means that part of a parcel or a group of parcels on which a development exists or for which an application for a development permit is being made.

Static Electronic Sign means a computerized structure that uses digital technology to provide visual communication in advertising or conveying a message for pedestrian or vehicular traffic where the message is fixed (non-flashing, non-scrolling, etc.) or where the message is displayed for a duration whereby normal traffic is not normally exposed to a message change.

Stop Order means an Order issued by the Municipality pursuant to the applicable provisions of the *Municipal Government Act* requiring immediate cessation of all development activity associated with a specific sign.

Subdivision and Development Appeal Board means the tribunal established by the Municipality of Crowsnest Pass, by bylaw, to act as the municipal appeal body for subdivision and development pursuant to the relevant provisions of the Act.

Subdivision and Development Authority means the Municipal Planning Commission or the Development Officer, as the case may be, empowered by the Municipality of Crowsnest Pass to make decisions on subdivisions and development and land use issues within the Municipality.

Subdivision Entrance Feature Sign means a permanent sign indicating the name of a subdivision or a portion of the subdivision on which it is placed.

Subdivision Frontage means the external boundaries of a subdivision that abut public roadways.

Subdivision or Development Marketing Sign means a temporary sign placed ~~at the entrance to a new subdivision on a parcel of land that is the subject of an approved subdivision or an approved development permit~~ for the purpose of promoting ~~vacant lot~~future lots, new home areas, ~~or~~ show homes, or a future development, and which may incorporate small banners or flags.

Temporary Sign means any sign approved, designed or intended to be displayed for a period not exceeding 30 days.

Theme Sign means any sign that is part of a series or group of signs incorporating a distinctive theme, design or logo.

Third-Party Sign means a sign advertising a business or an activity that is not located on the same lot or parcel as the sign, including a Contractual Sign, a Directional Sign, a Merchandising Aid and a Billboard.

Traffic or Directional Sign means any sign for the purpose of controlling traffic or providing directional information to drivers.

Variance means the relaxation of a development standard established in the Land Use Bylaw.

Wall Sign means a sign fastened to or painted on the wall of a building.

Window Sign means a sign permanently applied directly to the inside surface of a window and intended to be viewed from the outside.

- (g) No part of a Projecting Sign shall project or encroach more than 1.5 metres (5 ft.) over any public place or extend within 0.9 metre (3 ft.) of the edge of a curb or roadway without the approval of the Development Authority.
- (h) No Projecting Sign may be located within 0.5 metre (1.6 ft.) of the top of a parapet or a roofline.

20. ROOF SIGNS – Type 20

- (a) No more than one Roof Sign may be approved per business frontage.
- (b) The sign area of a Roof Sign shall not exceed 8.4 m² (90 ft²).
- (c) No part of a Roof Sign shall project horizontally beyond any exterior wall, parapet or roofline of the building upon which it is located.
- (d) A Roof Sign may be approved:
 - (i) on the flat roof of a building that is at least 9.1 metres (30 ft.) high; or
 - (ii) between the eaves and peak of a sloping roof.
- (e) On a flat roof, no part of any Roof Sign, excluding that portion which is used for support and which is free of copy, shall be less than 1.2 metres (4 ft.), or more than 4.6 metres (15 ft.) above the parapet or roofline.
- (f) No supporting structures shall be visible to the public unless finished in an aesthetically pleasing manner to the satisfaction of the Development Officer.
- (g) On a sloping roof no part of any Roof Sign shall be more than 6.1 metres (20 ft.) above grade.
- (h) All Roof Signs shall be securely fastened to the building to the satisfaction of the Development Authority.

21. SECONDARY SIGNS – Type 21

- (a) A maximum of one Secondary Sign per principal use may be approved.
- (b) The sign area of all Secondary Signs located on single premises shall not exceed 50 percent of the sign area of the approved primary sign.
- (c) The Secondary Sign for each use in a multi-tenant building having individual business frontages shall be consistent in size and design as directed by the Development Officer.

22. SUBDIVISION ENTRANCE FEATURE SIGNS – Type 22

- (a) Subdivision Entrance Feature Signs may be approved in all land use districts provided it:
 - (i) is freestanding;
 - (ii) does not exceed 4.0 metres (13 ft.) in sign height;
 - (iii) does not exceed 6.0 m² (64.6 ft²) in sign area;
 - (iv) incorporates the name of the neighbourhood, subdivision or area; and
 - (v) is architecturally integrated with any design theme or style of the neighbourhood, subdivision or area at which it is located.

23. SUBDIVISION OR DEVELOPMENT MARKETING SIGNS – Type 23

- (a) Approval of a Subdivision or Development Marketing Sign requires that ~~it~~:

- (i) The subject subdivision application or development permit application has been approved by the Subdivision Authority or the Development Authority.
 - (ii) The sign is wholly-located within the boundaries of the parcel that is the subject of the subdivision or the development being marketed;
 - (ii) The sign is free-standing, a banner, or attached to a structure;
 - (iii) The sign has sign area not exceeding 12.0 m² (130 ft²);
 - (iv) The sign does not exceed 5.0 metres (16 ft.) in height.
- (b) Only one sign per subdivision street frontage of the original parcel boundary is allowed.

24. THIRD-PARTY SIGNS – Type 24

- (a) Third-Party Signs include off-premises directional signs, off-premises contractual signs, off-premises merchandising aids, and Billboards (the latter only in those pre-approved locations as specified in this Schedule).
- (b) An application for a Third-Party sign development located within the development control zone of a highway within the Municipal jurisdiction shall be considered in the context of Provincial legislated requirements, and the applicant must first obtain a roadside development permit from Alberta Transportation before making a development permit application to the Municipality.
- (c) Third-Party Signs are prohibited in residential land use districts.
- (d) A business or enterprise applying for a Third-Party sign development permit must possess or be in the process of obtaining a development permit and a business license for its business location, must be located and operational or in the process of becoming located and operation within the boundaries of the Municipality, and must have the written consent from the landowner on whose property the sign is proposed to be located.
- (e) The site requirements for a Third-Party Sign include:
 - (i) the sign must be attached to a fixed structure, which shall exclude signs posted or exhibited on motor vehicles or trailers that are temporarily or permanently parked solely for the purpose of displaying the sign;
 - (ii) the sign area shall not exceed 18.6 m² (200 ft²) on each face excluding the frame, except for a Billboard of which the advertising copy area on both sides may exceed 18.6 m² (200 ft²) per side;
 - (iii) the maximum height, including support structure, shall be 6.1 metres (20 ft.);
 - (iv) the spacing between Billboards along Highway 3 shall be no less than 500 metres (547 yds.), at the pre-approved sites as follows:
 - West of Coleman, starting approximately 1.8 km west of the West Access to Coleman and each additional 500 metres (approximately) west thereof, to a maximum of five sign sites.
 - East of Bellevue, starting approximately 500 metres east of the East Access to Bellevue and each additional 500 metres (approximately) east thereof, to a maximum of five sign sites.

(Note: field conditions will be taken into consideration when determining the exact location for placement of Third-Part Signs along Highway 3)
 - (v) consideration by the Development Authority of the sign in relation to the site's topography, adjacent land uses, and aesthetics of the area.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 15, 2023

Agenda #: 7.c

Subject: MD of Pincher Creek Request for Shared Bylaw Services

Recommendation: That Council reconsider the request from the MD of Pincher Creek to enter into a contract to share our Community Peace Officers to carry out limited bylaw enforcement for the MD.

Executive Summary:

The MD of Pincher Creek has submitted a formal letter of request for Council to reconsider entering into a contract to share Peace Officer services with the MD of Pincher Creek.

Relevant Council Direction, Policy or Bylaws:

MCNP - MD of Pincher Creek ICF

Discussion:

N/A

Analysis of Alternatives:

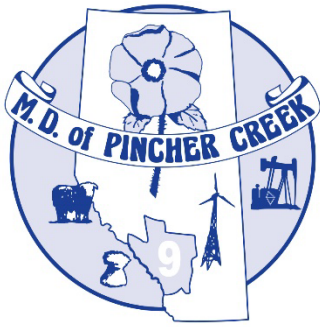
N/A

Financial Impacts:

N/A

Attachments:

[2023 07 10 - MD of Pincher Creek Request for Shared Bylaw Services.pdf](#)



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July 10, 2023

Municipality of Crowsnest Pass
Box 600
Coleman AB, T0K 0E0

To Mayor and Council:

Re: Request for Shared Bylaw Services

The Municipal District of Pincher Creek No. 9 (the MD) is requesting that the Council for the Municipality of Crowsnest Pass reconsider their decision on providing shared Bylaw services, with use of the Crowsnest Pass Peace Officers. Since the winter of 2022, the MD has been without a Bylaw Officer, as it was a shared service with The Town of Pincher Creek.

Council is kindly requesting a shared services contract specifically regarding the Animal Control Bylaw and the Noise Bylaw. On average, the MD receives somewhere between one to five actionable Animal Control complaints monthly, stray dogs. The MD has rarely had to deal with any noise complaints.

As a large percentage of MD residents live in close proximity to our western neighbours, the MD feels that the shared service could benefit both municipalities.

Should further information or clarification be required, please do not hesitate to contact us.

Yours truly,

Rick Lemire
Reeve, MD of Pincher Creek No.9