



Municipality of Crowsnest Pass
AGENDA
Regular Council Meeting
Council Chambers at the Municipal Office
8502 - 19 Avenue, Crowsnest Pass, Alberta
Tuesday, August 19, 2025 at 7:00 PM

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. CONSENT AGENDA

- 3.a Public Hearing Ground Rules
- 3.b Letter from Bellcrest Senior Citizens Club - Request for Handicap Parking Signs
- 3.c Minutes of the Municipal Historic Resources Advisory Committee of May 26, 2025
- 3.d Minutes of the Municipal Planning Commission of June 25, 2025
- 3.e Minutes of the Crowsnest Pass Senior Housing Board of May 26, 2025.
- 3.f Minutes of the Crowsnest Pass Senior Housing Board of June 9, 2025.
- 3.g Minutes of the Crowsnest Pass Senior Housing Board of June 23, 2025.

4. ADOPTION OF MINUTES

- 4.a Minutes of the Council Meeting of July 15, 2025

5. PUBLIC HEARINGS

- 5.a Bylaw 1229, 2025 - Land Use Bylaw Amendment - Redesignate Lot 1, Block C, Plan 0611227 from "Drive-In Commercial - C-2" to "Medium Density Residential - R-2A" - *Public Hearing*
- 5.b Bylaw 1230, 2025 Road Closure Bylaw - *Public Hearing*
- 5.c Bylaw 1232, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as Area 'B', Plan 2110634, containing ±0.57 ha (1.41 acres), from "Comprehensive Mixed Use – CM-1" to "High Density Residential – R-3 - *Public Hearing*
- 5.d Bylaw 1235, 2025 Road Closure Bylaw - *Public Hearing*
- 5.e Bylaw 1237, 2025 - Land Use Bylaw Amendment - Parking Standards for Apartment Buildings - *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.

- 6.a Peaks to Pines Residents Association

6.b Southwest Alberta Skateboard Society

7. REQUESTS FOR DECISION

- 7.a Bylaw 1211, 2024 - Land Use Bylaw Amendment - Redesignate the lands legally described as Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" - *Third Reading* Dean W and Vicki K cannot vote because they did not attend the public hearing on February 04
- 7.b Bylaw 1220, 2025 - Road Closure Bylaw - *Second and Third Readings*
- 7.c Bylaw 1229, 2025 - Land Use Bylaw Amendment - Redesignate Lot 1, Block C, Plan 0611227 from "Drive-In Commercial - C-2" to "Medium Density Residential - R-2A" - *Second and Third Reading*
- 7.d Bylaw 1232, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as Area 'B', Plan 2110634, containing ±0.57 ha (1.41 acres), from "Comprehensive Mixed Use – CM-1" to "High Density Residential – R-3" - *Second and Third Reading*
- 7.e Bylaw 1233, 2025 - Tecumseh Area Structure Plan (NW ¼ 15-8-5-W5M Tecumseh) - *First Reading*
- 7.f Bylaw 1234, 2025 - Land Use Bylaw Amendment - redesignate the NW¼ 15-8-5-W5M from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1" and "Recreation and Open Space RO-1" - *First Reading*
- 7.g Bylaw 1237, 2025 - Land Use Bylaw Amendment - Parking Standards for Apartment Buildings - *Second and Third Reading*
- 7.h Southwest Alberta Skateboard Society (SWASS) Skatepark - Information

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 Economic Interests of the Public Body - Land Sales Application - ATIA Section 30

12. ADJOURNMENT



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 3.a

Subject: Public Hearing Ground Rules

Recommendation: That Council accept the Public Hearing Ground Rules as information.

Executive Summary:

Administration has drafted Public Hearing Ground Rules, which have been posted on the website for public information, along with a Mayor's script to be read prior to opening a public hearing.

Relevant Council Direction, Policy or Bylaws:

Motion 26-2025-03-04: Councillor Sygutek moved that Administration create wording to inform of proper conduct during public hearings.

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Public_Hearing_Ground_Rules_Document_-_Municipality_of_CNP_.pdf](#)

[Speech_for_Mayor_before_Public_Hearings.pdf](#)



Public Hearing Ground Rules:

Formal Hearings:

Public Hearings are formal proceedings that must follow established rules, including procedural fairness. They are not an open forum and all attendees must remain silent unless recognized by the chair and given the floor to speak.

Public Participation:

Any resident or interested party can participate, either in person, virtually (Virtual Public Hearing Submission Form must be filled out prior to the meeting) or through a written submission accepted before the deadline.

Written Submissions:

Written submissions must be received by the deadline posted on the Public Hearing Notice, as advertised. These written submission form part of the official Council package.

Oral Presentations:

Once the Chair has called the Public Hearing open, any member of the Public has 5 minutes to speak after they have stated their name, address and whether they are opposed or in favor. Any member who is speaking during their 5 minutes must stay focused on the matter under discussion and present themselves in a respectful manner.

Virtual Participation:

Virtual Participation is something that the Municipality of Crowsnest Pass offers, in order to participate you are required to fill out the form [Laserfiche | New Submission](#)

Open and Public:

Public Hearings are open to the Public. Audio recordings are available to purchase through the Municipality at the cost of \$25.00 each.

Clear Communication:

Speakers are encouraged to be concise and avoid repetitive comments or digressing to unrelated matters as you have 5 minutes to speak. Any written statement received before the deadline forms part of the Council package and does not need to be read into the record verbally.

Respectful Environment:

At the Municipality of Crowsnest Pass, respect is the foundation for a productive and thriving workplace. All attendees are to remain quiet during the proceedings, other than the person making their presentation. Outbursts or talking amongst each other are quite distracting and disrespectful will not be tolerated, and you will be asked to leave.

No New Information:

After a Public Hearing is concluded, no further information or submissions can be considered by Council from the Public, until the Bylaw has been approved or rejected. If a decision is to be made at a later date, Council cannot have further discussion on the matter until the Bylaw comes back to Council for consideration. If you approach Council during this period, they will have to decline speaking with you, in order to maintain procedural fairness to everyone else.

Council's Role:

Council members will listen to the Public's presentations, ask clarifying questions only and won't have back and forth discussions or answer questions of the public during the Public Hearing. When the bylaw is brought back for consideration of second and third reading, usually in the same meeting as the Public Hearing, but not always, Council will have debate amongst themselves and will then make decisions based on the information presented. They will be making a decision on what they feel is best for the community as a whole, not just those who presented at the public hearing.

Before we begin the Public Hearing, I'll go over a few important guidelines.

Public Hearings are formal proceedings, not open forums. Everyone must remain quiet unless invited to speak. If you're presenting today, either in person or virtually, you'll have up to 5 minutes. Please start by stating your name, address, and whether you're in support or opposed. Stay focused on the matter at hand and speak respectfully.

Written submissions received before the posted deadline are already part of Council's package. There's no need to read them out loud.

Recordings of this hearing are available for purchase if needed. Council will listen and may ask clarifying questions but won't engage in discussion during this portion. Once the hearing is closed, Council can't accept new input until the bylaw comes back for decision.

Let's keep things respectful and fair for everyone. Thank you for participating.



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 3.b

Subject: Letter from Bellcrest Senior Citizens Club - Request for Handicap Parking Signs

Recommendation: That Council accept the letter from the Bellcrest Senior Citizens Club, as information.

Executive Summary:

A letter was received on behalf of the Bellcrest Senior Citizens Club requesting Handicap Parking Signs.

Relevant Council Direction, Policy or Bylaws:

Discussion:

N/A

Analysis of Alternatives:

N/A

Financial Impacts:

Attachments:

[Request for Handicap parking signs.pdf](#)

Bellecrest Senior Citizens Club
PO Box 426
Bellevue AB T0K 0C0

June 25, 2025

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

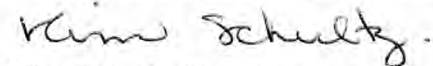
Attn: Mayor and Council,

RE: Handicap Parking Signs

Now that the Bellevue Main Street Revitalization project is complete, the Bellecrest Senior Citizens Club would like to request Handicap parking signs be placed in front of the building.

Safety is one of the Club's major concerns and these signs would ensure our handicapped and disabled members and visitors can park closer to the facility. Patrons who use canes, walkers and wheel chairs will have easier access, allowing them to attend and enjoy the numerous events the Club hosts for the Seniors in our Community.

Thank you for your consideration to this matter.



Kim Schultz, Secretary
on behalf of the Bellecrest Senior Citizens Club



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 3.c

Subject: Minutes of the Municipal Historic Resources Advisory Committee of May 26, 2025

Recommendation: That Council accept the minutes of the Municipal Historic Resources Advisory Committee of May 26, 2025 as information.

Executive Summary:

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

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Municipal Historic Resources Advisory Committee provides their minutes to keep Council apprised of their activities.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2025 05 26_Municipal Historic Resources Advisory Committee Approved Minutes.pdf](#)



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE
May 26, 2025, at 3:00 pm
Council Chambers, Coleman Municipal Office

<u>PRESENT:</u>	Board Member	Fred Bradley (Chair)
	Board Member	Glen Girhiny
	Board Member	Dawn Rigby
	Board Member	Doreen Johnson
	Board Member	Bryce Andreasen
	Board Member	Lisa Sygutek (alternate for Vicki Kubik)
	Board Member	Myriah Sagrafena
	Municipal Representative	Katherine Mertz
	Municipal Representative	Johan van der Bank

APOLOGIES: Vicki Kubik, Howard Vandenhoeft, Bruce Nimmo

1. CALL TO ORDER

Fred Bradley called the meeting to order at 3:05 pm.

2. ADOPTION OF AGENDA

MOTION by Doreen Johnson to adopt the agenda as presented.

CARRIED

3. ADOPTION OF MINUTES

MOTION by Dawn Rigby to adopt the minutes of March 24, 2025.

CARRIED

4. CONSENT AGENDA

N/A

5. REQUESTS FOR DECISION

5.1 Proposed window renovations: 12305 - 20 Ave - West Canadian Collieries Office.

MOTION by Glen Girhiny that the Advisory Committee has no concerns with the proposed renovations.

CARRIED

5.2 Proposed sign, mural and office use: 7702 18 Avenue.

MOTION by Myriah Sagrafena that the Advisory Committee has no concerns.

CARRIED



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE

May 26, 2025, at 3:00 pm

Council Chambers, Coleman Municipal Office

6. ROUND TABLE DISCUSSION

- 6.1 Renovations – Administration stated that while the land use bylaw requires this, it is arguable that a renovation proposal to a building that is located within the HCA-OD but is neither a designated Municipal Historic Resource or a Provincial Historic Resource, nor listed in the Heritage Inventory Project, should not be referred to the MHRAC, as it creates delays for the landowner. It was discussed that perhaps the boundaries of the HCA-OD for the three communities should be reviewed. For example, in Bellevue the OD includes properties along 23 Ave and 25 Ave that are either not zoned commercial or has a house on it, and appear to have zero historical value. In Blairmore R-1 properties that appear to have zero historical value are included on the west end, and C-1 property is not included on the east end, and properties on 129 Street (Centre access) that are not in Main Street and appear to have zero historical value are included. In Coleman R-1 properties and I-1 properties that appear to have zero historical value are included. Consensus was reached that Administration will inquire about the origin of the HCA-OD and if prudent, bring forward proposed boundary adjustments for the MHRAC to consider and recommend to Council for a land use bylaw amendment if appropriate.
- 6.2 Municipal Historic Plaques - update – permission was obtained to install all plaques except the Orpheum Theatre - not interested. Fred Bradley has a meeting with the Orpheum Theatre owners and will discuss this with them.
- 6.3 Grant Funding from Heritage Preservation Partnership Program – the provincial government advised that a decision on the grant application will be made in May / June 2025. A volunteer sub-committee of Fred Bradley, Myriah Sagrafena, Dawn Rigby, and Bruce Nimmo met to discuss the draft RFP for the Historic District Guidelines Review project. It was also discussed to possibly combine with the public consultation for this project a public open house regarding the overall objectives of the Heritage Management Plan and opportunities to have buildings designated as Municipal Historic Resources. It was discussed to possibly involve Fraser Shaw (Heritage Conservation Adviser, Southern Region) and a representative from the real estate board. The timing of the open house was discussed (October / November 2025, weekdays vs. weekends). On a suggestion by Lisa Sygutek consensus was reached that the Workshop Sub-committee (Fred, Myriah, Dawn and Bruce) is officially appointed to continue work on these matters, and that the Sub-committee will appoint a chair from their ranks.
- 6.4 Community Updates. Fred Bradley reported that the University of Lethbridge is interested in pursuing Municipal Historic Resource designation for the Gushul Studio / Artist Residency at 13301 19 Ave, Blairmore. Myriah Sagrafena reported that the Frank Slide Interpretive Centre has its 40th anniversary in June as part of BelleCrest Days, and that discussions with the provincial government are on-going regarding the



MINUTES - MUNICIPAL HISTORIC RESOURCES ADVISORY COMMITTEE
May 26, 2025, at 3:00 pm
Council Chambers, Coleman Municipal Office

establishment of a new 4 km trail from the Frank Slide Interpretive Centre to the Lille townsite. Bryce Andreasen reported that planning for CrowFest is moving forward.

7. NEXT MEETING DATE

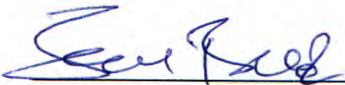
Monday June 23, 2025 at 3:00 pm in Council Chambers, Municipal Office (if required).

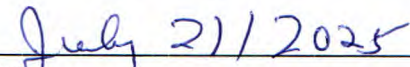
8. ADJOURNMENT

MOTION by Glen Girhiny to adjourn the meeting at 3:40 pm.

CARRIED

Approved by:


Fred Bradley, Chair


Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 3.d

Subject: Minutes of the Municipal Planning Commission of June 25, 2025

Recommendation: That Council accept the Minutes of the Municipal Planning Commission of June 25, 2025, as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent Council meeting for Council's information.

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 and subdivision applications heard by the commission.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[2025 06 25 MPC Signed Minutes.pdf](#)

-
- PRESENT:** Dean Ward, Chair
Sam Silverstone, Vice Chair
Gaston Aubin, Member
Dave Filipuzzi, Member
Doreen Johnson, Member
Gus Kollee, Member
Glenn Smith, Member
- ADMINISTRATIVE:** Katherine Mertz, Development Officer
Johan Van Der Bank, Manager of Development & Trades
Ryan Dyck, ORRSC
Shay Sawatzky, Recording Secretary
Randi Lafreniere – Assistant Development Officer

ABSENT:

1. Call to Order

The chair called the meeting to order at 2:01 pm.

2. Agenda

MOTION by Gus Kollee to accept the agenda as presented.

Johan Van der Bank introduced the new Assistant Development Officer, Randi Lafreniere, who was also in attendance.

CARRIED

3. Minutes

MOTION by Sam Silverstone to adopt the minutes of May 28, 2025, as presented.

CARRIED

4. Consent Agenda

MOTION by Doreen Johnson to accept the Alberta Development Officer's Assoc. (ADOA) May 2025 "The Communicator" – Spring Issue for information.

CARRIED

5. Requests for Decision - Subdivision Applications

- 5.1 Subdivision 2025-0-079** - Lot 1, Block 3, Plan 1811416 and Lot 1, Block 2, Plan 7810828 within SE 1/4 20-7-3-W5M

MOTION by Glenn Smith to approve Subdivision Application 2025-0-079 with the resolution provided.

CARRIED

- 5.2 Subdivision 2025-0-085** - Lot 5, Plan 1252FQ and Lot 6, Block A, Plan 6648JK within NE 1-4 8-8-4-W5M

MOTION by Gaston Aubin to approve Subdivision Application 2025-0-085 with the resolution provided.

CARRIED

6. Requests for Decision – Development Permit Applications

- 6.1 DP2025-057 - 22813 11 Avenue, Hillcrest (Lot 1 Block 1 Plan 7810828)**

MOTION by Sam Silverstone to approve DP2025-057 with conditions as identified by Alternative A in the MPC request for decision package, and a corrected Civic Address displayed on the Site Plan.

CARRIED

- 6.2 DP2025-066 - 2710 77 Street, Coleman (Lot 3 Block 4 Plan 1355LK)**

MOTION by Doreen Johnson to approve DP2025-066 with conditions as identified by Alternative A in the MPC request for decision package and the addition of Prior to Issuance Condition No. 4 and Conditions of a Continuing Nature (Permanent Conditions) Condition No. 9:

Prior to Issuance Conditions

4. The landowner shall provide a \$2,500 security deposit to the Development Officer to guarantee the completion of conditions.

Conditions of a Continuing Nature (Permanent Conditions)

9. The Landowner shall ensure that the Accessory Building (Garage) shall be sided and roofed to match or complement the existing Single-Detached Dwelling to the satisfaction of the Development Officer. Failure to comply with this condition will result in the forfeiture of the security deposit (condition #4).

CARRIED

6.3 DP2025-067 - 1308 East Hillcrest Drive, Hillcrest (NE-17-7-3-W5M)

MOTION by Dave Filipuzzi to approve DP2025-067 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.4 DP2025-080 - 12813 20 Avenue, Blairmore (Lot 3 Block 2 Plan 3319I)

MOTION by Gus Kollee to approve DP2025-080 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

7. Land Use Bylaw Amendments - None

8. Appeals - None

9. Round Table Discussion

9.1 Katherine Mertz updated the MPC Members regarding the Appeals that took place in June. Noting the following outcomes:

DP2025-015, Subdivision and Development Appeals Board original Appeal Hearing was scheduled for June 9, 2025. Hearing was reconvened by the Board until June 26, 2025.

DP2025-016, Subdivision and Development Appeals Board hearing was conducted on June 9, 2025. The appeal outcome reported by Notice of Decision issued June 20, 2025, to uphold the appeal and the decision by the Development Authority (MPC) be overturned and refuse DP2025-016, with reasons.

The Chairman requested that the outcome of the Subdivision and Development Appeals Board be circulated to all Members for their information.

Johan Van Der Bank informed the MPC Members of the Subdivision and Development Appeals Board's recommendations for the Municipality to review its current parking standards in the Land Use Bylaw and update requirements based on current benchmarks.

Recording paused at 2:59 pm to discuss information protected under the Freedom of Information and Protection of Privacy (FOIP) Act, for Third-party personal privacy reasons. Recording was resumed at 3:01 pm.

DP2025-027, Land and Property Rights Tribunal Appeal Hearing was conducted on June 11, 2025. No outcome has been reported to date.

10. In Camera - None

Municipality of Crowsnest Pass
Municipal Planning Commission Minutes
June 25, 2025

11. **Next Meeting**

Next Meeting July 23, 2025, at 2:00 pm.


12. **Adjourn**

MOTION by Dave Filipuzzi to adjourn the meeting at 3:03 pm.

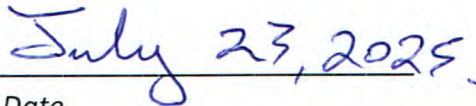
CARRIED

13. **Signing of Minutes**

Approved By:



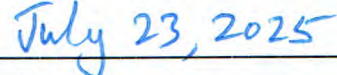
Chairperson



Date



Manager of Development and Trades



Date



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 3.e

Subject: Minutes of the Crowsnest Pass Senior Housing Board of May 26, 2025.

Recommendation: That Council accept the Minutes of the Crowsnest Pass Senior Housing Board of May 26, 2025 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for Council's information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Crowsnest Pass Senior Housing Board provides their minutes to keep Council apprised of Senior Housing activities in the community.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[6_-_May_26__2025.pdf](#)



PO Box 580, Coleman, AB Tel: 403.562.2102 Fax: 403.562.2106

BOARD MEETING MINUTES

May 26, 2025

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, May 26, 2025, at 1000 at Peaks to Pines in Coleman, Alberta.

ATTENDEES:

Deb Ruzek: Board Chairperson, Dean Ward: Municipal Councillor, Shelley Price: Chief Administrative Officer, Diane Nummi: Board Member, Dee-Anna Strandquist: Finance Manager, Cathy Painter: Board Member, Dave Filipuzzi: Municipal Councillor, Marlene Ancil: Vice Chair

ABSENT:

None

Minutes recorded by Shannon Harker

1. CALL TO ORDER

- 1.1 Deb Ruzek called the meeting to order at 0957 and it was determined that a quorum of directors was present.

2. ADDITIONS/CHANGES TO AGENDA

None

3. APPROVAL OF AGENDA

- 3.1 Motion #105/25 to approve the agenda as amended. — Cathy Painter – cd.

4. APPROVAL OF PRIOR MINUTES

- 4.1 Motion #106/25 to approve the minutes of the meeting held April 21, 2025, as presented. — Dean Ward – cd.

5. BUSINESS ARISING FROM THE MINUTES

None

6. CORRESPONDENCE

None

7. MANAGEMENT REPORTS

7.1 #107/25 Motion to approve the Report from Management as presented – Dean Ward – cd.

7.2 Discussion held on the Board writing a letter of support for the HCA workplace program.

#108/25 Motion to send correspondence supporting the HCA program to the appropriate agencies/individuals – Dave Filipuzzi – cd.

Discussion held on where the money from recycling was being allocated. CAO to investigate.

Discussion and explanation of Honour Guard was held

8. FINANCIAL REPORTS

8.1 #109/25 Motion to approve the Financial Statement as presented – Dean Ward – cd.

Discussion held regarding utility tender. Tabled until next year.

Discussion held regarding resident arrears. Letters to be sent out to any resident in arrears.

9. BOARD CHAIRPERSON REPORT

No Report

10. OTHER BOARD REPORTS

No Report

11. OLD BUISNESS

None

12. DELEGATE

None

13. NEW BUSINESS

13.1 #110/25 Motion to change the date to the July Board Meeting to July 14, 1015 1000hr – Dave Filipuzzi – cd.

13.2 #111/25 Motion to hold a special meeting to discuss the Business Plan 2026 – 2028 – Dean Ward – cd.

#112/25 Motion to approve Policy 2.58 Prohibited Techniques and Strategies –
Bonnie Castellarin – cd.

#113/25 Motion to approve Policy 2.60 Suicide Response – Diane Nummi – cd.

14. IN CAMERA

14.1 #114/25 Motion to go into Camera 1212 – Marlene Ancil – cd.

14.2 #115/25 Motion to come out of Camera 1225 – Bonnie Castellarin – cd.

15. ADJOURNMENT

15.1 #116/25 Motion to adjourn at 1225– Dave Filipuzzi – cd.

The next regular board meeting – June 23, 1000hr



Debi Ruzek – Board Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 3.f

Subject: Minutes of the Crowsnest Pass Senior Housing Board of June 9, 2025.

Recommendation: That Council accept the Minutes of the Crowsnest Pass Senior Housing Board of June 9, 2025 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for Council's information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Crowsnest Pass Senior Housing Board provides their minutes to keep Council apprised of Senior Housing activities in the community.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[7 - June 9, 2025.pdf](#)



PO Box 580, Coleman, AB Tel: 403.562.2102 Fax: 403.562.2106

CROWSNEST PASS SENIOR HOUSING

BOARD MEETING MINUTES

June 9, 2025

A special meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, June 9, 2025, at 10:00 a.m. at Peaks to Pines in Coleman, Alberta.

ATTENDEES:

Deb Ruzek: Board Chairperson, Marlene Ancil: Vice Chair, Dean Ward: Municipal Councillor, Shelley Price: Chief Administrative Officer, Dave Filipuzzi: Municipal Councillor, Shannon Harker: HR, Bonnie Castellarin: Board Member

ABSENT:

Cathy Painter: Board Member, Diane Nummi: Board Member

Minutes recorded by Shannon Harker

1. CALL TO ORDER

- 1.1 Deb Ruzek called the meeting to order at 10:01 a.m. and it was determined that a quorum of directors was present.

2. GENERAL MEETING

- 2.1 Motion #117/25 letter to be sent to the municipality requesting fees for tables and chairs be removed as a consideration for Seniors' Week -- Bonnie Castellarin -- cd.
- 2.2 Business Plan 2026-2028 gone over in detail, suggestions and corrections implemented, new copy to be presented at the next regular board meeting
- 2.3 Discussion on Scooter parking to be tabled until the next regular board meeting

3. ADJOURNMENT

- 5.1 #118/25 Motion to adjourn at 1200-- Dave Filipuzzi -- cd.

Crowsnest Pass Senior Housing
Board Meeting Minutes

The next regular board meeting – June 23, 2025, 1000hr

A handwritten signature in black ink, appearing to read 'Debi Ruzek', is written over a horizontal line.

Debi Ruzek – Board Chairperson



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 3.g

Subject: Minutes of the Crowsnest Pass Senior Housing Board of June 23, 2025.

Recommendation: That Council accept the Minutes of the Crowsnest Pass Senior Housing Board of June 23, 2025 as information.

Executive Summary:

Minutes of Internal Boards and Committees are provided to Council at the subsequent meeting for Council's information.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

The Crowsnest Pass Senior Housing Board provides their minutes to keep Council apprised of Senior Housing activities in the community.

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[8_-_June_23__2025.pdf](#)



PO Box 580, Coleman, AB Tel: 403.562.2102 Fax: 403.562.2106

BOARD MEETING MINUTES

June 23, 2025

A regular meeting of the Management Body of Crowsnest Pass Senior Housing (CPSH) was held on Monday, June 23, 2025, at 1000 at Peaks to Pines in Coleman, Alberta.

ATTENDEES:

Deb Ruzek: Board Chairperson, Marlene Anctil: Vice Chair, Dean Ward: Municipal Councillor, Shelley Price: Chief Administrative Officer, Shannon Harker, HR, Dee-Anna Strandquist: Finance Manager, Dave Filipuzzi: Municipal Councillor, Bonnie Castellarin: Board Member

ABSENT:

Cathy Painter: Board Member, Diane Nummi: Board Member

Minutes recorded by Shannon Harker, HR

1. CALL TO ORDER

- 1.1 Deb Ruzek called the meeting to order at 1000 and it was determined that a quorum of directors was present.

2. ADDITIONS/CHANGES TO AGENDA

- 13.4 Meals
- 13.5 Tecumseh Visit
- 13.6 Per Diem

3. APPROVAL OF AGENDA

- 3.1 Motion #119/25 to approve the agenda as amended. — Dean Ward – cd.

4. APPROVAL OF PRIOR MINUTES

- 4.1 An attendee was omitted from the minutes dated May 26, 2025– amended.
- 4.2 Motion #120/25 to approve the minutes of the meeting held April 21, 2025, as amended. — Marlene Anctil – cd.

5. **BUSINESS ARISING FROM THE MINUTES**

None

6. **CORRESPONDENCE**

6.1 Motion #121/25 to accept the Operating Surplus 2024 letter as information – Dean Ward – cd.

7. **MANAGEMENT REPORTS**

7.1 #122/25 Motion to approve the Report from Management as presented – Dean Ward – cd.

8. **FINANCIAL REPORTS**

8.1 #123/25 Motion to approve the Financial Statement as presented – Bonnie Castellarin – cd.

9. **BOARD CHAIRPERSON REPORT**

9.1 There is a new signing authorization for the bank to be completed and signed.

9.2 There was a discussion regarding the inclusion of the manor residents in P2P events, they will be provided with a calendar to gauge interest.

10. **OTHER BOARD REPORTS**

No Report

11. **OLD BUISNESS**

11.1 #124/25 Motion to approve final adjustments to the SCU Budget 2025 as amended – Dean Ward – cd.

11.2 A letter was sent to the Mayor and Council requesting a waiver of fees for the equipment used for the Senior's Week BQ

12. **DELEGATE**

None

13. NEW BUSINESS

- 13.1 There was a discussion highlighting the changes to the 2026-2028 Business Plan and 3-year Forecast

#125/25 Motion to accept 2026-2028 Business Plan and 3-year Forecast as amended – Bonnie Castellarin – cd.
- 13.2 The GIC expires in August 2025 and is up for renewal, it was determined that this was to be tabled until the next meeting while the Director of Finance used the opportunity to explore better rates.
- 13.3 #126/25 Motion to approve Policy 5.26 Professional Qualifications – Bonnie Castellarin – cd.
- 13.4 One of the Board Members received a phone call voicing a concern that the meat served at mealtimes was tough. The Kitchen Manager will investigate this concern.
- 13.5 The quality of the cleaning services at the Manors has been reported to be inadequate. The CAO is looking into it and the Cleaner in question has requested more supplies.
- 13.6 There was a discussion regarding payment for Board Members when they attend the facility to sign cheques, as per policy this is not a paid activity.

14. IN CAMERA

- 14.1 #127/25 Motion to go into Camera 1225 – Dean Ward – cd.
- 14.2 #128/25 Motion to come out of Camera 1332 – Dave Filipuzzi – cd.

15. ADJOURNMENT

- 15.1 #129/25 Motion to adjourn at 1332– Dave Filipuzzi – cd.

The next regular board meeting – July 14, 1000hr

Debi Ruzek – Board Chairperson





Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 4.a

Subject: Minutes of the Council Meeting of July 15, 2025

Recommendation: That Council adopt the Minutes of the Council Meeting of July 15, 2025 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:

[2025 07 15 - Council Meeting Minutes.docx](#)



Municipality of Crowsnest Pass Council Meeting Minutes

Tuesday, July 15, 2025

A regular meeting of the Council of the Municipality of Crowsnest Pass was held in Council Chambers on Tuesday, July 15, 2025.

Council Present:

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

Council Absent: Vicki Kubik

Administration Present:

Patrick Thomas, Chief Administrative Officer
Brian McCulloh, Director of Finance
Sally Turner, Manager of Finance
Jeremy Wickson, Director of Development, Engineering & Operations
Trent Smith, Manager of Community Services
Laken McKee, Recording Secretary

CALL TO ORDER

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

ADOPTION OF AGENDA

Additions:

10.b – Noise Bylaw – Councillor Sygutek

10.c – Clear Cutting Bylaw – Councillor Sygutek

10.d- Skate Park Funding – Councillor Sygutek

10.e Ag Services Board – Mayor Painter

11.d Information Regarding Municipal Facilities – Councillor Ward

01-2025-07-15: Councillor Glavin moved to adopt the agenda as amended.
Carried

CONSENT AGENDA

None

ADOPTION OF MINUTES

02-2025-07-15: Councillor Girhiny moved to adopt the Minutes of the Council Meeting of July 8, 2025, as presented.
Carried

PUBLIC HEARINGS

None

DELEGATIONS

Northback – Mike Young, CEO

Mike Young, CEO of Northback was in attendance to present Council with an update regarding the Grassy Mountain Coal Project.

South Canadian Rockies Tourism Association

Melisa Stefaniw, Destination Management Coordinator and Erin Fairhurst, Special Projects were in attendance on behalf of South Canadian Rockies Tourism Association presenting to Council the status of South Canadian Rockies (SCR) plans, opportunities to collaborate and informed Council of the creation of the Tourism Advisory Committee, the upcoming request for appointed Council members to that Committee and what that committee will undertake.

REQUESTS FOR DECISION

Bylaw 1191, 2024 – Road Closure Bylaw

03-2025-07-15: Councillor Ward moved first reading of Bylaw 1191, 2024.
Carried

Bylaw 1192, 2024 – Road Closure Bylaw

04-2025-07-15: Councillor Glavin moved first reading of Bylaw 1192, 2024.
Carried

Bylaw 1204, 2024 – Road Closure Bylaw

05-2025-07-15: Councillor Girhiny moved second reading of Bylaw 1204, 2024.

Carried

06-2025-07-15: Councillor Filipuzzi moved third and final reading of Bylaw 1204, 2024.
Carried

Bylaw 1224, 2025 – Borrowing Bylaw 30 Avenue Bellevue Infrastructure

07-2025-07-15: Councillor Filipuzzi moved second reading of Bylaw 1224, 2025.
Carried

08-2025-07-15: Councillor Ward moved third and final reading of Bylaw 1224, 2025.
Carried

Bylaw 1226, 2025 – Land Use Bylaw Amendment

Recuse

Mayor Painter and Councillor Girhiny left Council Chambers at 1:35 pm because they were not present at the Public Hearing for Bylaw 1226, 2025.

09-2025-07-15: Councillor Sygutek moved second reading of Bylaw 1226, 2025, with an amendment to remove “Tourist accommodation- large, as permitted use in the NUTAR District”
Carried

10-2025-07-15: Councillor Sygutek moved third and final reading of Bylaw 1226, 2025.
Carried

Returned

Mayor Painter and Councillor Girhiny returned at 2:11 pm

Recess

Mayor Painter called for a short recess at 2:11 pm

Reconvene

Mayor Painter reconvened the meeting at 2:15 pm

Bylaw 1230, 2025 – Road Closure Bylaw

11-2025-07-15: Councillor Filipuzzi moved first reading of Bylaw 1230, 2025.
Carried

Bylaw 1231, 2025 – LUB Amendment - Redesignate the lands legally described as Lot 5, Block 1, Plan 921 1271, containing ±2.02 ha (5.0 acres), from “Drive-In Commercial – C-2” to “Non-Urban Tourism Accommodation and Recreation – NUTAR”

12-2025-07-15: Councillor Ward moved first reading of Bylaw 1231, 2025.
Carried

Bylaw 1232, 2025 – LUB Amendment - Redesignate the lands legally described as Area 'B', Plan 2110634 containing ±0.57 ha (1.41 acres) from “Comprehensive Mixed Use – CM-1” to “High Density Residential – R-3”

13-2025-07-15: Councillor Girhiny moved first reading of Bylaw 1232, 2025.
Carried

Bylaw 1235, 2025 – Road Closure Bylaw

14-2025-07-15: Councillor Glavin moved first reading of Bylaw 1235, 2025.
Carried

Bylaw 1236, 2025 – LUB Amendment - Redesignate: A) Portions of the NE¼ 17-7-3-W5M, containing ±6.03 ha (14.90 acres), from “Non-Urban Area – NUA-1” to “Grouped Country Residential – GCR-1”, and B) Portions of the NE¼ 17-7-3-W5M, containing ±3.06 ha (7.56 acres), from “Non-Urban Area – NUA-1” to “Recreation and Open Space – RO-1”

15-2025-07-15: Councillor Girhiny moved first reading of Bylaw 1236, 2025.
Carried

Bylaw 1238, 2025 – Local Improvement Bylaw – 30 Avenue Bellevue Infrastructure

16-2025-07-15: Councillor Ward moved second reading of Bylaw 1238, 2025.
Carried

17-2025-07-15: Councillor Filipuzzi moved third and final reading of Bylaw 1238, 2025.
Carried

Service Areas Update

18-2025-07-15: Councillor Ward moved that Council accept the Service Areas Update, as information.
Carried

Budget 2026 Calendar and Development Guidelines

19-2025-07-15: Councillor Glavin moved that Council approve the Budget 2026 Calendar and the Budget 2026 Development Guidelines.
Carried

Policy Review: 1900-02 Municipal Password Policy

20-2025-07-15: Councillor Filipuzzi moved that Council approve Policy 1900-02 Municipal Password Policy.
Carried

Invitation to Council to visit Crown Mountain

21-2025-07-15: Councillor Ward moved that Council reach out to Dave Baines with NWP Coal about setting up a tour for Council to visit Crown Mountain on July 30th.
Carried

COUNCIL MEMBER REPORTS

None

PUBLIC INPUT PERIOD

Henry Koopman - Logging in Hillcrest
Mindy Pawluck - Process of passing Bylaws
Monica Zyla – RhPAP Committee

COUNCILLOR INQUIRIES AND NOTICE OF MOTION

10.a RhPAP – ARCH Committee of Council – Councillor Sygutek

22-2025-07-15: Councillor Sygutek moved that Council creates a Committee of Council called ARCH (Attraction N Retention Committee for Healthcare) and that Administration comes back with a bylaw, terms of reference and begin creating the committee.
Carried

Recess

Mayor Painter called for a short recess at 3:30 pm

Reconvene

Mayor Painter reconvened the meeting at 3:39 pm

10.b – Noise Bylaw – Councillor Sygutek

23-2025-07-15: Councillor Filipuzzi moved that Council bring back the Noise Bylaw for review and possible changes.
Carried

10.c – Clear Cutting Bylaw – Councillor Sygutek

24-2025-07-15: Councillor Ward moved that Administration comes back with information regarding logging trees on large parcels of private land.
Carried

10.d- Skate Park Funding – Councillor Sygutek

25-2025-07-15: Councillor Sygutek moved that Administration comes back with the balance of the Dedicated Reserves from the utility sale, how much interest has been gained over that period of time and how much it would cost for the Municipality to fully fund the Skateboard Park.
Carried

10.e Ag Services Board – Mayor Painter

26-2025-07-15: Councillor Sygutek moved that Council consider bringing back the AG Services Board and invite members of the old AG Services Board to come and present to Council.
Carried

IN CAMERA

27-2025-07-08: Councillor Sygutek moved that Council go In Camera for the purpose of discussion of the following confidential matters under the Access to Information Act and to take a short recess at 4:02 pm:

- a. Economic Interests of the Public Body – Land Sale Purchase – ATIA Section 30
- b. Economic Interests of the Public Body – Land Sale Application – ATIA Section 30
- c. Economic Interests of the Public Body – Land Sale Application – ATIA Section 30
- d. Economic Interests of the Public Body – Information Regarding Municipal Facilities – ATIA Section 34

Reconvene

Mayor Painter convened the In Camera meeting at 4:10 pm. Patrick Thomas, Chief Administrative Officer in attendance to provide advice to Council.

28-2025-07-15: Councillor Sygutek moved that Council come out of In Camera at 4:43 pm.
Carried

29-2025-07-15: Councillor Filipuzzi moved that Council approves the purchase agreement with Byron Hills Resources and Byron Creek Collieries for lands adjacent to the Municipal parcel known as the Passburg Pit for \$300,000 utilizing the Land Sale Reserve.
Carried

30-2025-07-15: Councillor Sygutek moved that Council accept the offer to purchase Lot 1, Block 22, Plan 820L, for the purchase price of \$43,500. Subject to the following conditions:

1. That the applicant acquires a Real Property Report and resolves any encroachments from Lot 2, Block 22, Plan 820L into Lot 1, Block 22, Plan 820L, to the satisfaction of the Municipality by agreeing that the Municipality enters into an encroachment agreement with the owner of Lot 2, Block 22, Plan 820L prior to the transfer of the subject property.
2. That the applicant is responsible for all costs associated with engineering, servicing, and legal requirements, including the legal costs of the Municipality, in respect of this land transaction.
3. That this transaction is completed by June 30, 2026.

Carried

31-2025-07-15: Councillor Sygutek moved that Council counteroffer the proposed offer to purchase the undeveloped lane north of 2214 - 212 Street, Bellevue, for \$13.02 per ft². Subject to the following conditions:

1. The cost per square foot be increased to the deemed market value of \$13.02/ ft², based on the assessed land value of the parcel to which the undeveloped lane will be consolidated with.
2. That the municipality provides an opportunity (30-days) to the other landowner to the north of the lane (Roll Number 3014400) to purchase the north half of the lane at the rate listed above. If the landowner to the north is not interested, the applicant could purchase the entire width of the lane.
3. That the applicant(s) are responsible for all cost associated with the road closure, subdivision, surveying, and legal requirements, including the legal cost of the Municipality, in respect of this land transaction.

4. That this transaction be completed by June 30, 2026.

Carried

ADJOURNMENT

32-2025-07-15: Councillor Filipuzzi moved to adjourn the meeting at 4:44 pm.

Carried

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 5.a

Subject: Bylaw 1229, 2025 - Land Use Bylaw Amendment - Redesignate Lot 1, Block C, Plan 0611227 from "Drive-In Commercial - C-2" to "Medium Density Residential - R-2A" - Public Hearing

Recommendation: That Council hold a public hearing in respect of Bylaw 1229, 2025 and consider the input received.

Executive Summary:

Bylaw 1229 2025 was given first reading on June 24, 2025.

Bylaw 1229, 2025 proposes the redesignation of the subject property for the purpose of providing the landowner the opportunity to make a development permit application for a "Multi-Unit Residential Building not exceeding 3 storeys" (townhouses), which is a discretionary use in the R-2A district, with a non-market / attainable housing component. A conceptual site plan **for illustration purposes only**, was included in the attached public notice and has since been revised by the applicant.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning Bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)
Land Use Bylaw No. 1165-2023

Discussion:

Public hearing.

Analysis of Alternatives:

Public hearing.

Financial Impacts:

N/A

Attachments:

[Bylaw 1229, 2025 - NOTICE ALO.pdf](#)

[NEW Site Plan.pdf](#)

[NEW Concept PPlan.pdf](#)

[2025 08 11 - Peter Kuzz - Public Hearing Submission.pdf](#)

NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1229, 2025

7:00PM , August 19th , 2025
Municipality of Crowsnest Pass Council Chambers

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. 1229, 2025, being a bylaw to amend Bylaw No. 1165, 2023, being the municipal land use bylaw.



The purpose of Bylaw No. 1229, 2025 is to redesignate the lands legally described as Lot 1, Block C, Plan 061 1227; containing ± 0.633 ha (1.56 acres), as shown on Schedule 'A', from "Drive-In Commercial – C-2" to "Medium Density Residential – R-2A". The subject lands are located in Coleman and are municipally known as 2010 89th Street.

The purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the "Medium Density Residential – R-2A" land use district.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1229, 2025, will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00PM on August 19th , 2025. 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: The Executive Assistant to the CAO at publichearings@crowsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on August 11th , 2025. Verbal presentations (limited to 5 minutes) will be accepted the public hearing.

Residents who wish to participate in the Public Hearing by electronic means must submit a request at least 10 days prior to the scheduled hearing. Requests can be submitted through the following link: <https://portal.laserfiche.ca/o8468/forms/publichearingelectronic>. You will be contacted by phone during the public hearing and will have up to 5 minutes to present your remarks. Please note that you will not be able to listen to the entire public hearing remotely.

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 or on our website here <https://www.crowsnestpass.com/planning-development/stay-informed/public-hearings>.

DATED at the Municipality of Crowsnest Pass in the Province of Alberta this 25th day of June 2025.



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Aerial Photo Date: May 19, 2021



FROM: Drive-In Commercial C2
TO: Medium Density Residential R-2A

LOT 1, BLOCK C, PLAN 0611227 WITHIN
SE 1/4 SEC 9, TWP 8, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: MAY 28, 2025

Bylaw #: 1229, 2025

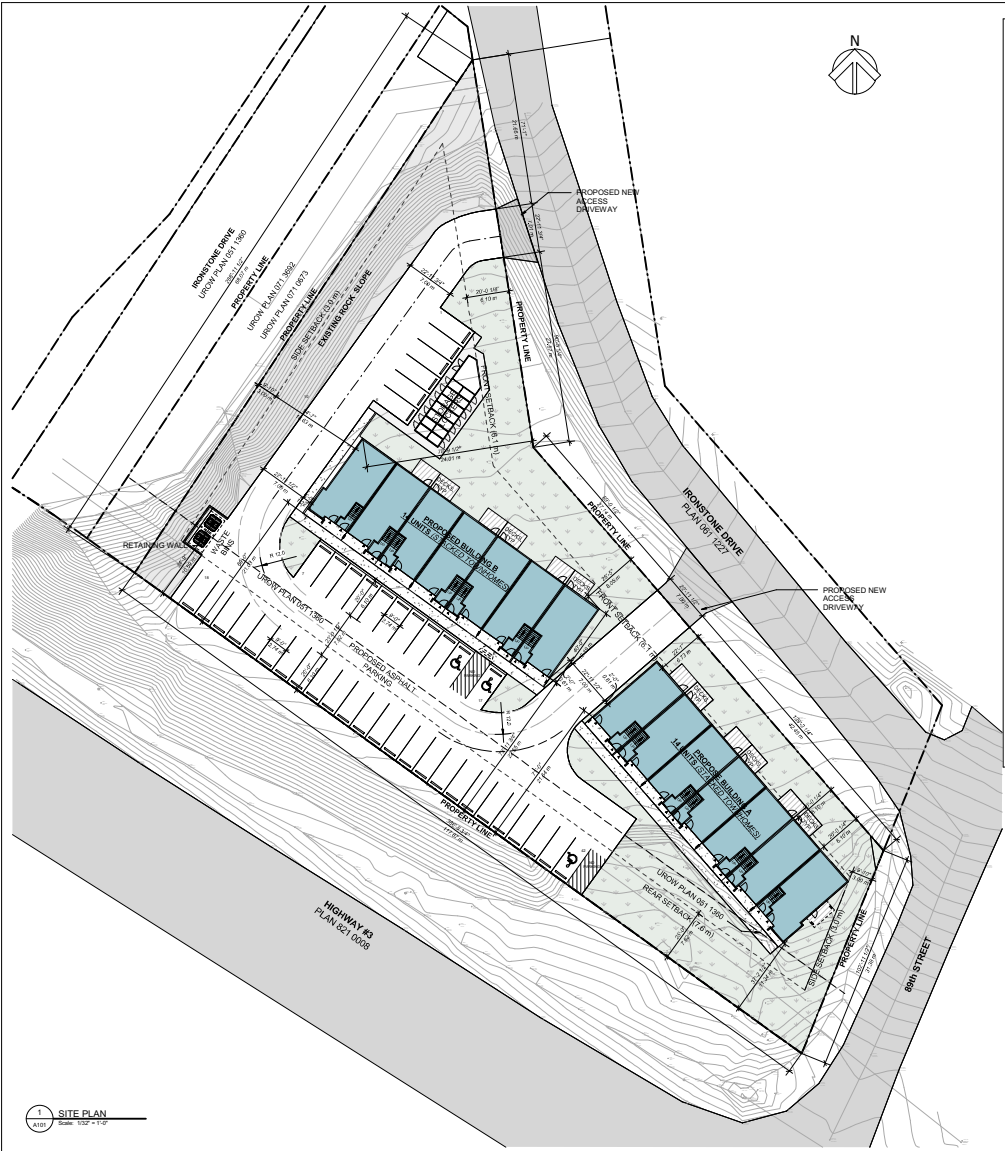
Date: _____



0 Metres 50 100 150 200



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



SITE INFORMATION
MUNICIPAL ADDRESS:
2010 89th Street,
Coleman, AB
LEGAL DESCRIPTION:
Lot 1 Block C Plan 061 1227
SITE AREA:
± 5,561.93 m² (59,868.15 ft²)

EXISTING LAND USE

PROPOSED LAND USE
R-2A - MEDIUM DENSITY RESIDENTIAL

USES
Permitted: Multi-Unit Residential Building
Discretionary: Apartment Building (not more than 3 storeys), Duplex

GENERAL LAND-USE BY-LAW REQUIREMENTS

BY-LAW REVIEW REQUIREMENTS
SETBACKS:
FRONT = ≥ 6.1 m (20'-0")
SIDE = ≥ 3.0 m (10'-0")
REAR = ≥ 7.6 m (25'-0")

MAXIMUM COVERAGE: 50 %
PROPOSED: 18.65 %

MAXIMUM HEIGHT:
3 STOREYS OR 12.0 m (40'-0")

PARKING (OFF-STREET):
1.75 STALLS PER DWELLING UNIT (FOR ALL MULTI-UNIT DWELLINGS ≥ 2 BEDROOMS / UNIT)
1.25 STALLS PER DWELLING UNIT (FOR ALL MULTI-UNIT DWELLINGS ≤ 1 BEDROOM / UNIT)
1.00 STALL PER SECONDARY SUITE

TOTAL OF 42 OFF-STREET PARKING STALLS REQUIRED
(FOR 14 × 2 BEDROOMS / UNIT + 14 × 1 BEDROOM / UNIT)

TOTAL RESIDENT PARKING STALLS PROPOSED: 42 STALLS

BUILDING INFORMATION

BUILDING GROSS FLOOR AREAS:
BUILDING A MAIN FLOOR AREA: 518.77 m² (5,584.00 ft²)
BUILDING B MAIN FLOOR AREA: 518.77 m² (5,584.00 ft²)
COMBINED BUILDING AREAS: 1037.54 m² (11,168.00 ft²)

TOTAL UNITS:
14 - TWO STOREY DWELLING UNITS (W/ ≥ 2 BEDROOMS / UNIT)
14 - GROUND DWELLING UNITS (W/ 1 BEDROOM / SUITE)
28 - TOTAL AMOUNT OF DWELLING UNITS

CLIENT
HAVEN OAK

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CONSTRUCTION TO CONFORM TO NATIONAL BUILDING CODE - 2023 ALBERTA EDITION PART 9 AND ALL APPLICABLE BUILDING CODES AND STANDARDS.

PLANS ARE DESIGN / BUILD PLANS AND ANY TENDERS AND CLARIFICATIONS ARE THE RESPONSIBILITY OF THE OWNER AND / OR CONTRACTOR.

WINDOW AND DOOR SIZES ARE APPROXIMATE. ROUGH OPENING SIZES MAY VARY. CONTACT WINDOW / DOOR SUPPLIER PRIOR TO FRAMING TO CONFIRM OPENING SIZES.

CONTRACTOR AND / OR OWNER IS RESPONSIBLE TO REVIEW ALL DIMENSIONS AND SPECIFICATIONS PRIOR TO STARTING CONSTRUCTION.

DO NOT SCALE DRAWINGS.

ISSUES
NO. | DATE | ISSUED FOR
1 Aug. 01, 2025 CONCEPT REVIEW
2 Aug. 07, 2025 CONCEPT REVIEW

PRIME CONSULTANT
VAN ROEKEL ARCHITECTURE
Van Roekel Architecture Ltd.
Calgary, AB
403.404.5257
fraser@vanroekel.ca

PROJECT
Coleman Multi-Residential
2010 89 Street, Coleman, Alberta
Lot 1, Block C, Plan 061 1227

DATE Aug. 07, 2025
SCALE 1/32" = 1'-0"
PROJECT NO. 3302

SHEET NAME
SITE PLAN CONCEPT

A101

PRELIMINARY, NOT FOR CONSTRUCTION



CLIENT

HAVEN OAK

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DO NOT SCALE DRAWINGS.

ISSUES

NO.	DATE	ISSUED FOR
1	Aug. 01, 2025	CONCEPT REVIEW
2	Aug. 07, 2025	CONCEPT REVIEW

PRIME CONSULTANT

VAN ROEKEL ARCHITECTURE

Van Roekel Architecture Ltd.
Calgary, AB
403 404 5257
fraser@vanroekel.ca

PROJECT

Coleman Multi-Residential

2010 89 Street, Coleman, Alberta
Lot 1, Block C, Plan 061 1227

DATE

Aug. 07, 2025

SCALE

PROJECT NO. 3302

SHEET NAME

CONCEPT 3D

A300

PRELIMINARY, NOT FOR CONSTRUCTION

From: Peter Kuzz [REDACTED]
Sent: August 11, 2025 2:42 AM
To: Public Hearings
Cc: Peter Kuzz
Subject: Objection to Bylaw No. 1229, 2025 – Proposed Zoning Change Adjacent to Ironstone Lookout (Hearing Date: August 19, 2025)

Subject:

To: The Executive Assistant to the CAO

Dear Executive Assistant,

I am writing to formally express my objection to Bylaw No. 1229, 2025, which proposes a zoning change for the parcel of land directly adjacent to Ironstone Lookout, where I reside.

This application would rezone the land from *Drive-in Commercial* to *Medium Density Residential*, allowing for the construction of two buildings with seven units each — 14 small, sub-800 sq. ft. rowhouse-style units. These units include no garages, no green space, and lack any integration with the architectural standards or character of the surrounding community. **While I recognize that the plan presented at this stage is *conceptual* only, the proposal's current form strongly suggests the result will be much the same — a high-density, low-standard development with minimal design quality and no alignment to the surrounding community.**

In addition to the design and compatibility concerns outlined above, I believe this proposed rezoning represents a serious misstep in land-use planning:

- **Loss of scarce drive-in commercial land:** This parcel is one of the very few remaining drive-in commercial properties in the Crowsnest Pass. Once it is rezoned to residential, this commercial potential will be lost forever.
- **Commercial growth underway:** The municipality is showing clear signs of business expansion and tourism growth. Preserving prime, highway-accessible commercial land is critical for attracting future businesses and services that support residents, create jobs, and expand the tax base.
- **Poor site suitability for residential use:** The location, immediately beside a highway, is not ideal for families, seasonal residents, or long-term housing stability.
- **Likely rental-heavy, transient use:** The project design strongly suggests minimal long-term investment, oversight, or upkeep.

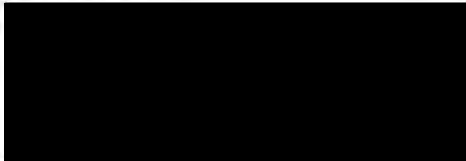
- **Low construction and design standards:** With no garages, no green space, and no meaningful design controls, the project is incompatible with the quality and care that define Ironstone Lookout.
- **No effective buffer:** There is no landscaping, green space, or noise protection separating this proposed development from existing homes.
- **Negative impact on property values and neighborhood integrity:** Approving this would set a precedent for low-standard, high-density infill beside established residential communities.

Ironstone Lookout was developed with a long-term vision, strong architectural standards, and significant owner investment. Converting this adjacent parcel to an unsuitable residential project undermines those principles and removes a strategically located commercial site that could serve the municipality's future economic needs.

I respectfully ask that this objection be included in the record for the August 19, 2025, public hearing on Bylaw No. 1229, 2025.

Thank you for your attention to this matter.

Sincerely,
Peter Kuzz





Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 5.b

Subject: Bylaw 1230, 2025 Road Closure Bylaw - Public Hearing

Recommendation: That Council hold a public hearing in respect of Bylaw 1230, 2025 and consider the input received.

Executive Summary:

Council gave first reading to Bylaw 1230, 2025 on July 15, 2025.

Bylaw 1230, 2025 proposes the closure of a portion of an unnamed rear lane for the purpose of consolidating it with the adjacent parcel Lots 20-24, Block 13, Plan 4590AL.

The Road Closure Bylaw may receive second and third readings only after the bylaw has been signed by the Minister of Transportation and Economic Corridors.

Relevant Council Direction, Policy or Bylaws:

Section 22 of the Municipal Government Act

Discussion:

The public hearing was advertised pursuant to Section 606 of the Municipal Government Act. The notice of public hearing was published in the Crowsnest Pass Herald on July 23 and July 30. Adjacent landowners and third parties with an interest on adjacent titles were notified via Canada Post. In addition, the public hearing was advertised on the municipal website.

The purpose of Bylaw 1230, 2025 is to provide for a boundary adjustment to Lots 20-24, Block 13, Plan 4590AL to correct accessory buildings and a water well that encroach into a municipal lane. The lane is unlikely to ever be required for public access as there is an existing road allowance to the west. The

proposed road closure will allow the landowner to complete the conditions of an approved subdivision (2024-0-152) to split the parcel into two residential properties and consolidate the road portion that is proposed to be closed, with the adjacent titled parcel.

The subject area is 2,790 ft² (more or less). The Municipality does not have plans to improve or otherwise use this portion of the road allowance. The closed road portion will automatically assume the Non-Urban Area NUA-1 District as part of the consolidation (section 28.4 in the Administration Part of the Land Use Bylaw provides that a rezoning application is not required).

At the time of writing this report, there have been no objections or easements requested from adjacent landowners or third-party referral agencies.

Analysis of Alternatives:

Public hearing

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw No. 1230, 2025 public hearing notice ALO.pdf](#)

NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS IN THE PROVINCE OF ALBERTA

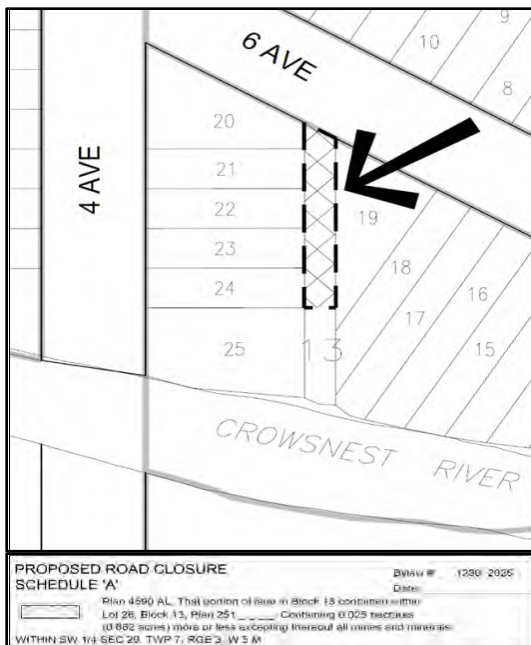
PROPOSED BYLAW 1230, 2025

7:00PM, August 19th, 2025

Municipality of Crowsnest Pass Council Chambers

PURSUANT to sections 22, 216.4, and 606 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, notice is hereby given that the Council of the Municipality of Crowsnest Pass in the Province of Alberta will consider a bylaw to close a portion of lane in Block 13, Plan 4590 AL, in the Hillcrest area, as legally described and depicted in the sketch below.

The purpose of this bylaw is to close to public travel, create title to and dispose of portions of a public roadway for consolidation with adjacent land in accordance with section 22 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.



THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw 1230, 2025 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00PM on August 19th, 2025. 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: The Executive Assistant to the CAO at Publichearings@crowsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on August 11th, 2025. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

Residents who wish to participate in the Public Hearing by electronic means must submit a request at least 10 days prior to the scheduled hearing. Requests can be submitted through the following link: <https://portal.laserfiche.ca/o8468/forms/publichearingelectronic>. You will be contacted by phone during the public hearing and will have up to 5 minutes to present your remarks. Please note that you will not be able to listen to the entire public hearing remotely.

The proposed bylaw may be inspected at the municipal office during normal business hours, and on the municipal website: <https://www.crowsnestpass.com/planning-development/stay-informed/public-hearings>.

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

DATED at the Municipality of Crowsnest Pass in the Province of Alberta this 16th day of July 2025.



PROPOSED ROAD CLOSURE SCHEDULE 'A'

Bylaw #: 1230, 2025

Date: _____



Plan 4590 AL, That portion of lane in Block 13 contained within
Lot 26, Block 13, Plan 251 _____. Containing 0.025 hectares
(0.062 acres) more or less excepting thereout all mines and minerals.

WITHIN SW 1/4 SEC 29, TWP 7, RGE 3, W 5 M

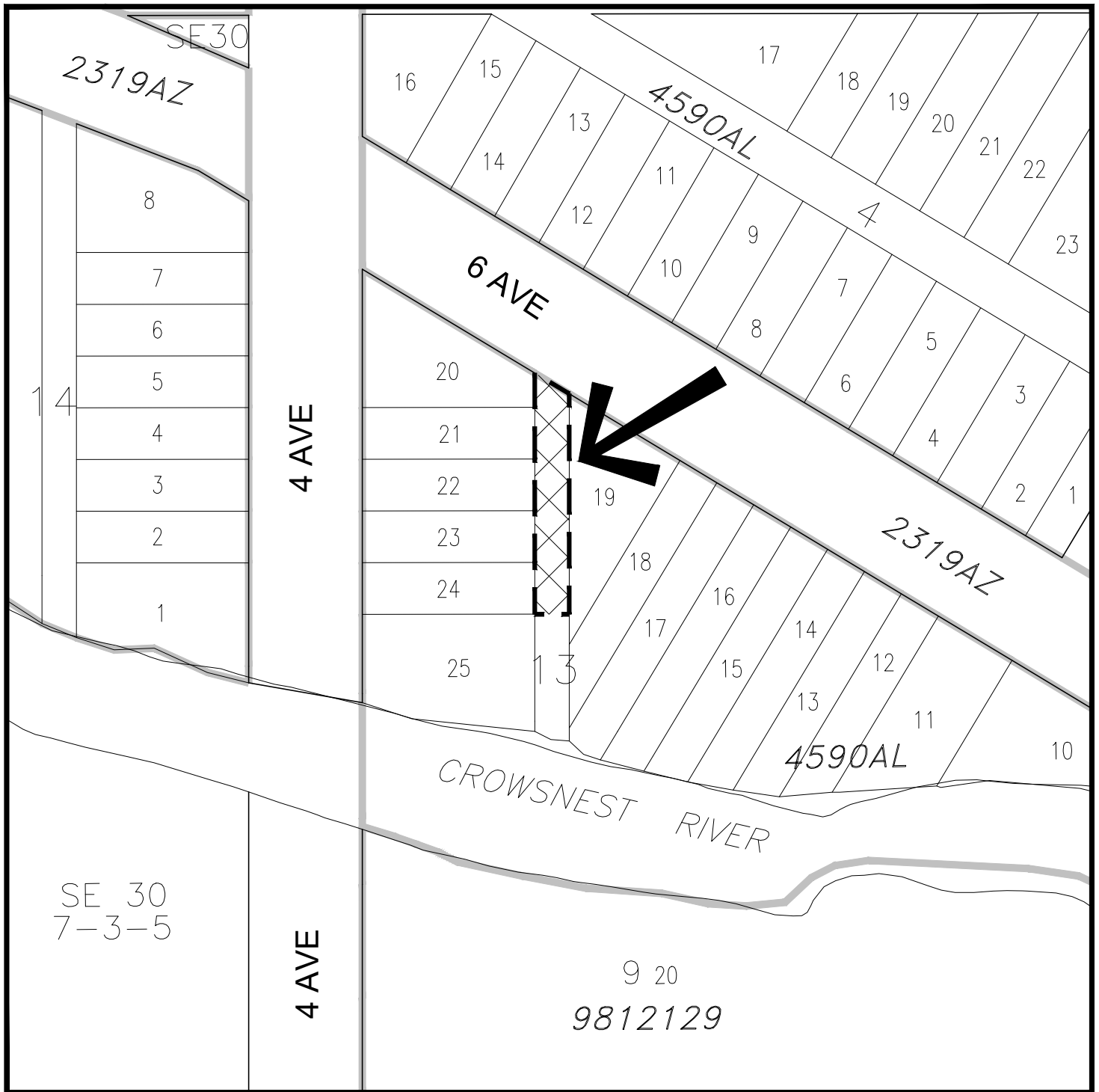
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: JUNE 12, 2025

Aerial Photo Date: May 19, 2021



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



PROPOSED ROAD CLOSURE SCHEDULE 'A'

Bylaw #: 1230, 2025

Date: _____



Plan 4590 AL, That portion of lane in Block 13 contained within
Lot 26, Block 13, Plan 251 _____. Containing 0.025 hectares
(0.062 acres) more or less excepting thereout all mines and minerals.

WITHIN SW 1/4 SEC 29, TWP 7, RGE 3, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: JUNE 12, 2025



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
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Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 5.c

Subject: Bylaw 1232, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as Area 'B', Plan 2110634, containing ±0.57 ha (1.41 acres), from "Comprehensive Mixed Use – CM-1" to "High Density Residential – R-3 - Public Hearing

Recommendation: That Council hold a public hearing in respect of Bylaw 1232, 2025 and consider the input received.

Executive Summary:

Bylaw 1232, 2025 was given first reading on July 15, 2025.

Bylaw 1232, 2025 proposes to redesignate the subject property to the R-3 district for the purpose of allowing the landowner to apply for a development permit for "Apartment Building not exceeding 3 storeys", which is a permitted use in the R-3 district.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.

Bylaw No. 1165, 2023, as amended.

Municipal Development Plan No. 1059, 2020.

Discussion:

Public hearing.

Analysis of Alternatives:

Public hearing.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1232, 2025 notice ALO.pdf](#)

NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1232, 2025

7:00PM , August 19th , 2025
Municipality of Crowsnest Pass Council Chambers

PURSUANT to sections 230, 606, 640, 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. 1232, 2025, being a bylaw to amend Bylaw No. 1165, 2023, being the municipal land use bylaw.



The purpose of Bylaw 1232, 2025 is to redesignate the lands legally described as Area 'B', Plan 221 0634, containing ± 0.57 ha (1.41 acres), as shown on Schedule 'A', from the "Comprehensive Mixed Use – CM-1" district to the "High Density Residential – R-3" district (10601 20th Avenue) to provide for the opportunity to use and develop the lands in accordance with the provisions of the "High Density Residential – R-3" district.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1232, 2025 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00PM on August 19th, 2025. Persons wishing to speak to the bylaw 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 the Executive Assistant to the CAO at publichearings@crowsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on August 11th, 2025. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

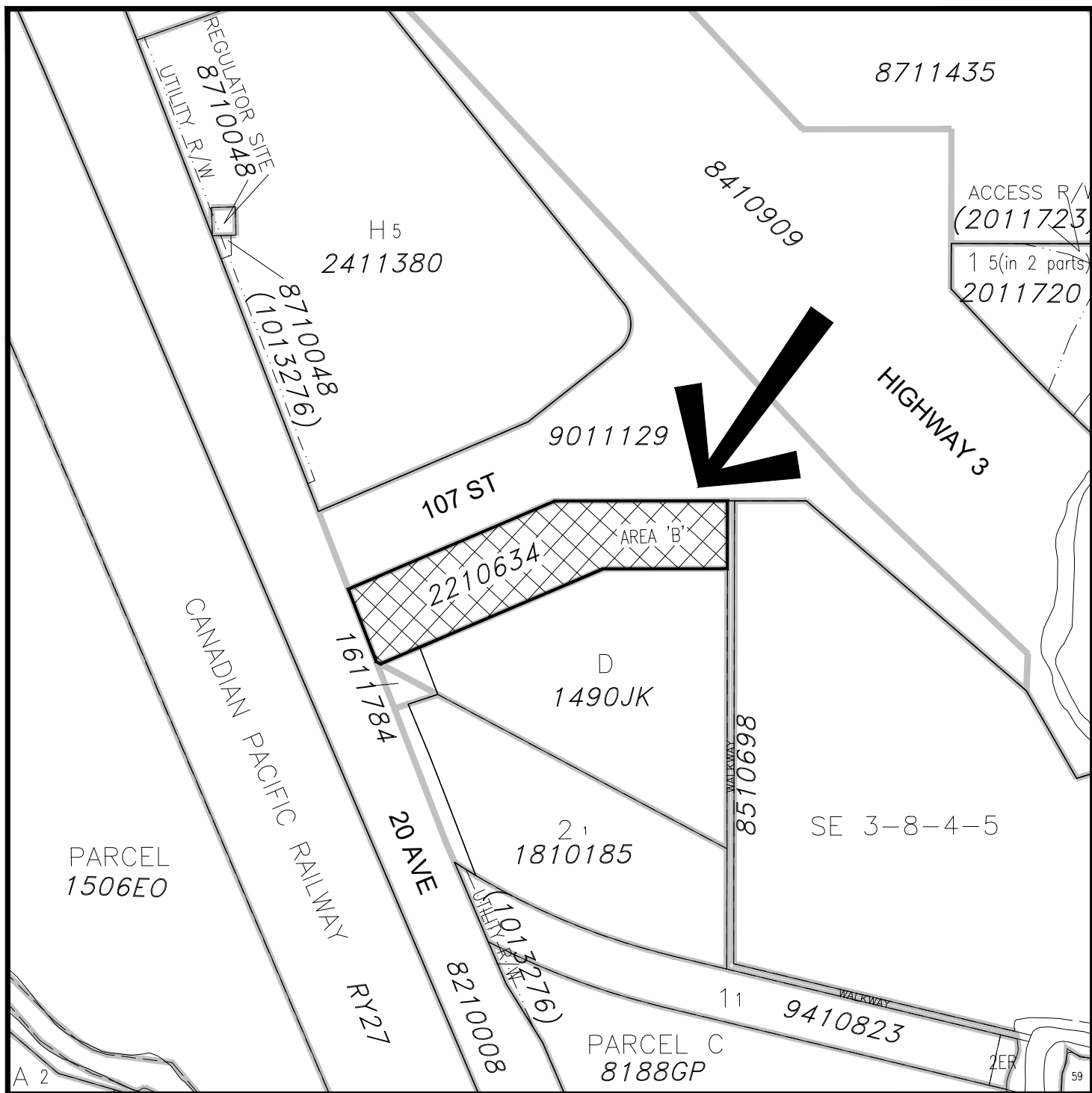
Residents who wish to participate in the Public Hearing by electronic means must submit a request at least 10 days prior to the scheduled hearing. Requests can be submitted through the following link: <https://portal.laserfiche.ca/o8468/forms/publichearingelectronic>. You will be contacted by phone during the public hearing and will have up to 5 minutes to present your remarks. Please note that you will not be able to listen to the entire public hearing remotely.

The proposed bylaw may be inspected at the municipal office during normal business hours, and on the municipal website: <https://www.crowsnestpass.com/planning-development/stay-informed/public-hearings>.

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

DATED at the Municipality of Crowsnest Pass in the Province of Alberta this 16th day of July 2025.





LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Comprehensive Mixed Use District CM-1

TO: High Density Residential R-3

AREA 'B', PLAN 2210634 WITHIN

SE 1/4 SEC 3, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: JUNE 19, 2025

Bylaw #: 1232, 2025

Date: _____



OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
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Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 5.d

Subject: Bylaw 1235, 2025 Road Closure Bylaw - Public Hearing

Recommendation: That Council hold a public hearing in respect of Bylaw 1235, 2025 and consider the input received.

Executive Summary:

Council gave first reading of Bylaw 1235, 2025 on July 15, 2025.

Bylaw 1235, 2025 proposes to close a portion of an Unnamed Road and consolidate it with the adjacent Cameron School properties, to facilitate a developer making a development permit application for Single-Detached Dwelling and Apartment Building residential development.

The Road Closure Bylaw may receive second and third readings only after the bylaw has been signed by the Minister of Transportation and Economic Corridors.

Relevant Council Direction, Policy or Bylaws:

Section 22 of the Municipal Government Act

Discussion:

The public hearing was advertised pursuant to Section 606 of the Municipal Government Act. The notice of public hearing was published in the Crowsnest Pass Herald on July 23 and July 30. Adjacent landowners and third parties with interests on adjacent titles were notified via Canada Post. In addition, the public hearing was advertised on the municipal website.

In 2006 Bylaw No. 713, 2006 was adopted to close a triangular portion of road in the northwest corner by the Cameron School property however, the road closure was never registered at land titles. Bylaw 1235, 2025 proposes to close this same portion of road allowance to complete the process.

The proposed road closure is part of an accepted offer to purchase this triangular portion as well as a

parcel of land running north / south in 69 Street on the west side of the Cameron School parcel. Once the road closure is completed and the two parcels consolidated with the Cameron School site, the landowner intends to re-subdivide and develop the Cameron School property for residential use.

The Municipality does not have plans to improve or otherwise use this portion of the road allowance.

The developer will submit a land use redesignation application to apply for the appropriate land use district once the road closure is completed.

At the time of writing this report, there have been no objections or easements requested from adjacent landowners or third-party referral agencies.

Analysis of Alternatives:

Public hearing.

Financial Impacts:

Public hearing.

Attachments:

[FORMATTED CNP Road Closure Bylaw No. 1235, 2025 public hearing notice ALO.pdf](#)

NOTICE OF PUBLIC HEARING

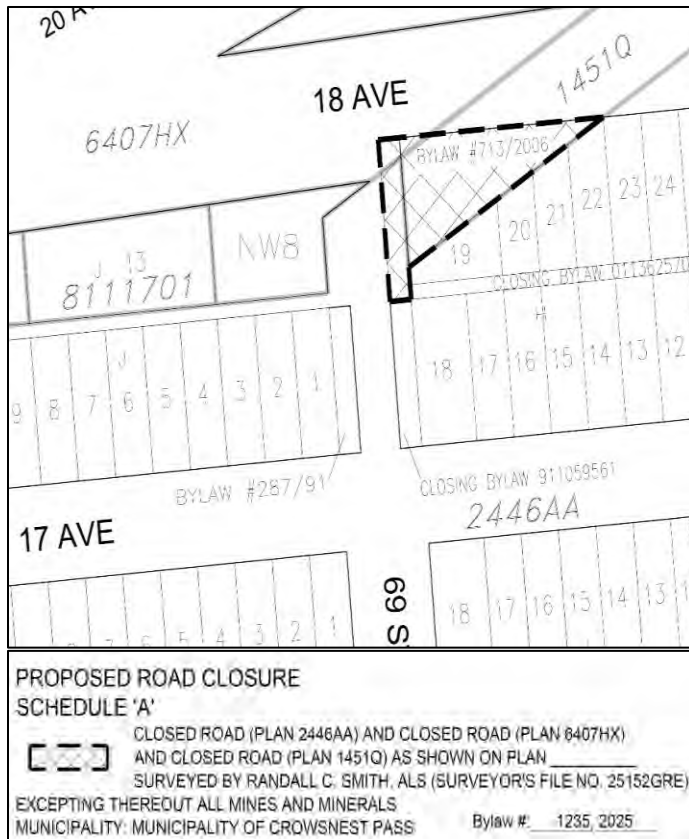
MUNICIPALITY OF CROWSNEST PASS IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1235, 2025

7:00PM, August 19th, 2025

Municipality of Crowsnest Pass Council Chambers

PURSUANT to sections 22, 216.4, and 606 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended, notice is hereby given that the Council of the Municipality of Crowsnest Pass in the Province of Alberta will consider a bylaw to close a portion of road in Coleman, as legally described and depicted in the sketch below.



The purpose of this bylaw is to close to public travel, create title to and dispose of portions of a public roadway for consolidation with adjacent land in accordance with section 22 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1235, 2025 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00PM on August 19th, 2025. Persons wishing to speak to the bylaw 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 the Executive Assistant to the CAO at publichearings@crowsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on August 11th, 2025. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

Residents who wish to participate in the Public Hearing by electronic means must submit a request at least 10 days prior to the scheduled hearing. Requests can be submitted through the following link: <https://portal.laserfiche.ca/o8468/forms/publichearingelectronic>. You will be contacted by phone during the public hearing and will have up to 5 minutes to present your remarks. Please note that you will not be able to listen to the entire public hearing remotely.

The proposed bylaw may be inspected at the municipal office during normal business hours, and on the municipal website: <https://www.crowsnestpass.com/planning-development/stay-informed/public-hearings>.

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

DATED at the Municipality of Crowsnest Pass in the Province of Alberta, this 16th day of July 2025.



PROPOSED ROAD CLOSURE SCHEDULE 'A'

Aerial Photo Date: May 19, 2021

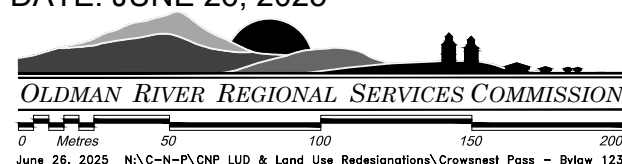


CLOSED ROAD (PLAN 2446AA) AND CLOSED ROAD (PLAN 6407HX)
AND CLOSED ROAD (PLAN 1451Q) AS SHOWN ON PLAN _____
SURVEYED BY RANDALL C. SMITH, ALS (SURVEYOR'S FILE NO. 25152GRE)

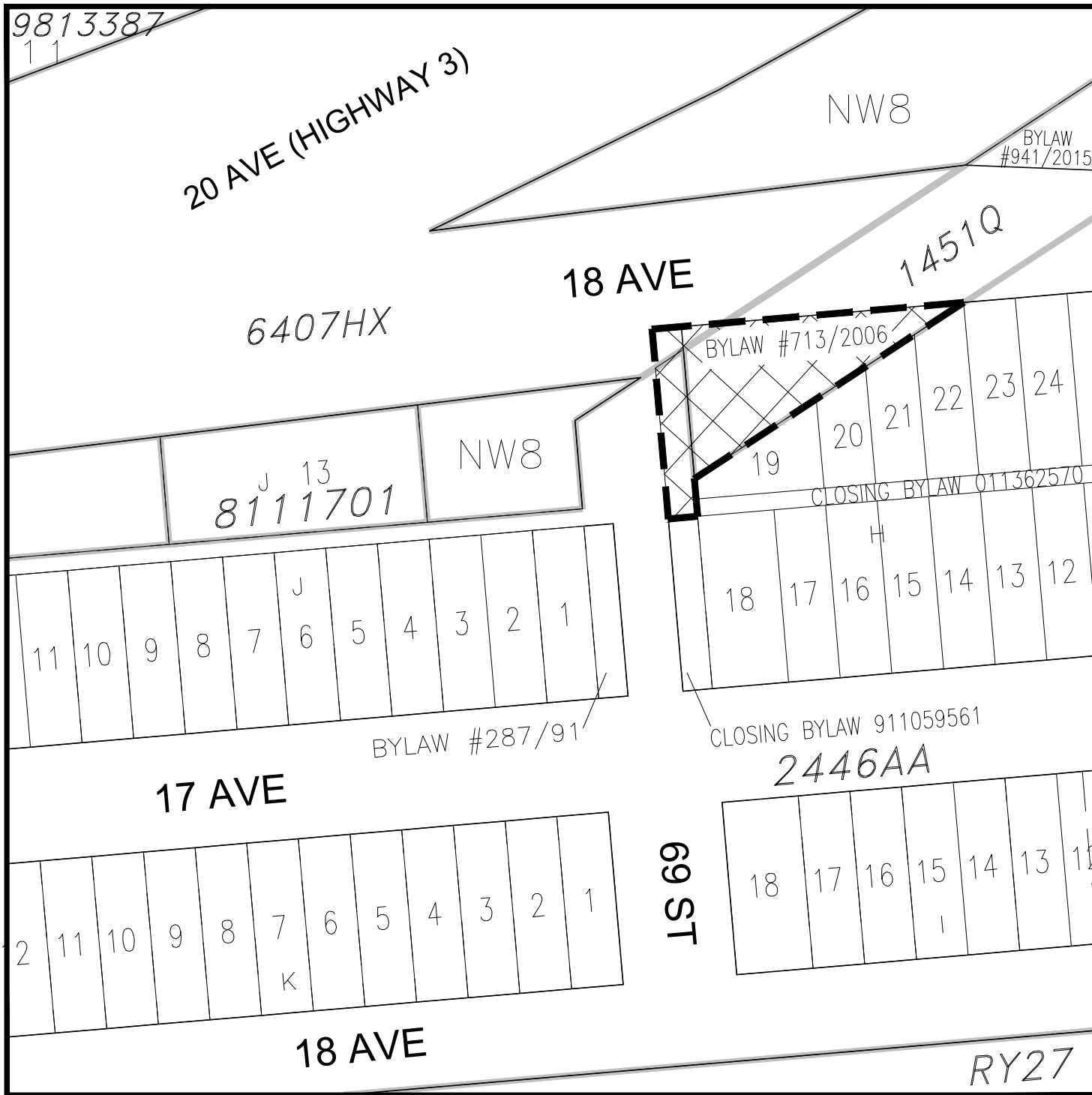
EXCEPTING THEREOUT ALL MINES AND MINERALS
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: JUNE 26, 2025

Bylaw #: 1235, 2025

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



PROPOSED ROAD CLOSURE SCHEDULE 'A'



CLOSED ROAD (PLAN 2446AA) AND CLOSED ROAD (PLAN 6407HX)
AND CLOSED ROAD (PLAN 1451Q) AS SHOWN ON PLAN _____
SURVEYED BY RANDALL C. SMITH, ALS (SURVEYOR'S FILE NO. 25152GRE)

EXCEPTING THEREOUT ALL MINES AND MINERALS
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: JUNE 26, 2025

Bylaw #: 1235, 2025

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 5.e

Subject: Bylaw 1237, 2025 - Land Use Bylaw Amendment - Parking Standards for Apartment Buildings
- Public Hearing

Recommendation: That Council hold a public hearing in respect of Bylaw 1237, 2025 and consider the input received.

Executive Summary:

A development permit for an Apartment Building was recently issued by the Municipal Planning Commission with a 13% variance to the parking standard (total required - 126 parking stalls; 16 parking stalls varied; 110 parking stalls approved as required). The development permit was then refused on appeal by the Subdivision and Development Appeal Board (SDAB) for the reason that the parking variance will result in Apartment Building parking spilling into neighborhood streets and materially interfere with or affect the use, enjoyment, or value of neighboring parcels of land. The SDAB recommended that the Municipality reviews the parking standards for Apartment Building to increase the standard above the average standard in other communities, because the Crowsnest Pass is a linear community and lacks public transportation. That review has been completed and Bylaw 1237, 2025 proposes a land use bylaw amendment to implement the revised parking standards.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.
Bylaw No. 1165, 2023, as amended.

Discussion:

Public hearing.

Analysis of Alternatives:

Public hearing.

Financial Impacts:

N/A

Attachments:

[Bylaw 1237, 2025 - public hearing notification.docx](#)

[2025 07 17 - Allison Capron - Public Hearing Submission - Bylaw 1237, 2025.pdf](#)

[2025 08 11- Douglas and Teresea Lindal - Public Hearing Submission.pdf](#)

[20225-08-11 - Brian Gallant - Public Hearing Submission.pdf](#)

[2025 08 10 - Vern, Teri and Austin Harrison - Public Hearing Submission.pdf](#)

[2025 08 11 - Ralph Tiegen - Public Hearing Submission.pdf](#)

[2025 08 11- Karen Snyder - Public Hearing Submission.pdf](#)

[2025 08 11 - Mike, Marg Oleksow and Yves, Dominique Caron - Public Hearing Submission.pdf](#)

[2025 08 11- Bill Ogertschnig- Public Hearing Submission.pdf](#)

[2025 08 11 - Keith Tkachuk - Public Hearing Submission.pdf](#)

NOTICE OF PUBLIC HEARING

MUNICIPALITY OF CROWSNEST PASS

IN THE PROVINCE OF ALBERTA

PROPOSED BYLAW NO. 1237, 2025

7:00 PM, August 19, 2025

Municipality of Crowsnest Pass Council Chambers, 8502 – 19 Avenue, Coleman

PURSUANT to sections 230, 606, 640, 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. 1237, 2025, being a bylaw to amend Bylaw No. 1165, 2023, being the municipal land use bylaw.

The general purpose of Bylaw No. 1237, 2025 is to review, update, and clarify the parking standards for Apartment Buildings in order to align it with the parking standards in other Alberta communities with similar population and lack of public transportation to what exists in the Crowsnest Pass.

Details of the proposed amendment are identified in Schedule 'A' attached to and forming part of the bylaw.

THEREFORE, TAKE NOTICE THAT a public hearing to consider the proposed Bylaw No. 1237, 2025 will be held in the Municipality of Crowsnest Pass Council Chambers at 7:00 PM on August 19, 2025. Persons wishing to speak to the bylaw 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: Laken Mckee, Executive Assistant to the CAO at publichearings@crownsnestpass.com with the bylaw number and public hearing date clearly marked in the subject line no later than 12:00pm on August 11, 2025. Verbal presentations (limited to 5 minutes) will be accepted at the public hearing.

Residents who wish to participate in the Public Hearing by electronic means must submit a request at least 10 days prior to the scheduled hearing. Requests can be submitted through the following link: <https://portal.laserfiche.ca/o8468/forms/publichearingelectronic>. You will be contacted by phone during the public hearing and will have up to 5 minutes to present your remarks. Please note that you will not be able to listen to the entire public hearing remotely.

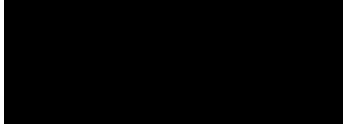
The proposed bylaw may be inspected at the municipal office during normal business hours, and on the municipal website: <https://www.crownsnestpass.com/planning-development/stay-informed/public-hearings>.

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

DATED at the Municipality of Crowsnest Pass in the Province of Alberta, July 09, 2025.

7/17/2025

Allison and Mark Capron



Executive Assistant to the CAO
Proposed Bylaw No. 1237, 2025
publichearings@crownsnestpass.com
Hearing date August 19, 2025

We are writing letter this formally express our opposition to revising parking Bylaw No. 1165, 2023. There is much history in the reasoning behind council wanting to change this bylaw.

It first started after a significant number of residents of Bellevue opposed rezoning Bylaw No. 1221, 2025. Their concerns about the size of the development were completely ignored as well as the fact that some of the lands have historical significance to our local indigenous peoples. The redesignation of the lands was pushed through in favor of the developer.

Secondly, these residents were forced to seek an alternate way to make their voices heard by challenging DP205-016 and the variance granted by the municipal council regarding insufficient parking.

Why is council completely ignoring the wishes of local citizens of Bellevue that elected them to serve as their representatives on municipal matters. Why is council siding with a random out-of-town developer? A developer that has no stake in our community of Bellevue. Why were local Bellevue residents not consulted to see how THEY envision their neighborhood growing?

The proposed development project needs to be reworked. The developer does not seem to be flexible or able to compromise on the original development plan. Council is changing parking bylaws, borrowing bylaws and zoning bylaws just to appease this out-of-town developer? WHY?

Instead of asking the developer to possibly downsize the development, council is rewriting the bylaw so that the developer's plan for parking will be compliant. I have reviewed the table presented at the July 8, 2025 meeting: **Comparison of Parking Standards for "Apartment Building" in Various Communities of Similar Population Size and Lack of Public Transportation For a Proposed Apartment Building with 12 dwelling units consisting of three - 2 bedroom units, six - 3 bedroom units, and three - 4 bedroom units**

The table the municipality provided does not take into consideration the vast area that the Municipality of Crowsnest Pass covers. I have added a column for area to the table below.

Community	Population	Public Transportation	Area km2
Municipality of Crowsnest Pass	5,695	No	370.15
Town of Picher Creek	3,622	No	9.87
Town of Cardston	3,724	No	8.58
Town of Coalhurst	2,869	No	3.08
Town of Taber	8,862	No	19.32
Town of Innisfail	7,672	Yes – call on-demand; wait	19.39
Town of Stettler	5,695	No	13.19
Town of Rocky Mountain House	6,765	No	13.05
Town of Olds	9,209	Yes – pre-booking	14.92
Town of Carstairs	4,898	No	11.77

The Municipality of Crowsnest Pass is about 20 times larger than any of the communities represented in the table. In addition, there is no shopping in Bellevue, residents must drive to another community to do their shopping. High school kids have vehicles to drive to CCHS. Driving requires vehicles and vehicles require parking. I look around my Bellevue neighborhood and I see numerous work trucks (EVR, construction, etc.) needing overnight parking in ADDITION to a personal vehicle. The Municipality needs MORE parking allocated to these proposed apartments.

I have looked up the motorized vehicle registrations by municipality from the Alberta Government website and have found out how many vehicles (Cars, Trucks, SUVs and Vans) are registered in the municipality. Based on the 2023 registrations there are an average of 1.13 vehicles per person in the Municipality of Crowsnest Pass. Using my best estimate on how many people will be in each unit multiplied by the number of proposed units multiplied by the 2023 vehicles registered per person, I calculate that the development should need 162.56 parking stalls. There are only 110 parking stalls planned, leaving 52.56 vehicles

without a parking stall. An even a more conservative estimate on persons per unit also gives a significant shortfall of parking stalls. Why would council vote to amend the bylaw and create parking problems? Please consider voting NO to Bylaw 1237, 2025.

Estimated Parking Requirements based on 2023 vehicle registration

Community	Period	Vehicle Type	Value	Total Vehicles	Population	Vehicles/Person
Crowsnest Pass	2023	Cars	1165	6429	5695	1.13
Crowsnest Pass	2023	Trucks	2781			
Crowsnest Pass	2023	Utility Vehicles	2162			
Crowsnest Pass	2023	Vans	301			

Proposed units	Unit Size	Estimated persons in each unit	Caluclation	Vehicles
18	2BR	Assume 1 person	18 X 1.13 X 1	20.32
36	3BR	Assume 2 people	36 X 1.13 X 2	81.28
18	4BR	Assume 3 people	18 X 1.13 X 3	60.96
Total vehicles needing parking				162.56
Spots available				110.00
Parking shortfall				52.56

Proposed units	Unit Size	Estimated persons in each unit	Caluclation	Vehicles
18	2BR	Assume 1 person	18 X 1.13 X 1	20.32
36	3BR	Assume 2 people	36 X 1.13 X 2	81.28
18	4BR	Assume 2 people	18 X 1.13 X 2	40.64
Total vehicles needing parking				142.24
Spots available				110.00
Parking shortfall				32.24

Allison and Mark Capron

Re: Bylaw 1237, 2025,

RECEIVED

AUG 11 2025 9:32 am

August 11, 2025

[Handwritten signature]

Hi, we are Douglas and Teresa Lindal,

We live at [REDACTED] directly next to the proposed development.

MUNICIPALITY OF
CROWSNEST PASS

As we have disputed the original proposal and won the appeal, the council has changed the requirements for the contractor to lower the parking to under the municipal bylaws and have ignored the citizens of Bellevue. This seems to be underhanded and in favor of the developer.

Was the archeological indigenous land, taken from the indigenous people, rezoned to recreational, then rezoned to r3 to facilitate multifamily buildings, seems weird to rezone it twice, was that a way to get around the archeological designation of the land?

Was there any competition for the sale of the land, or was the sale (in secret from the residents of Bellevue, if not the whole Crowsnest Pass) only for the one contractor. The price of the property was significantly lowered to accommodate the contractor, instead of being priced by the immediate adjacent properties.

This seems a bit nefarious and handed to the contractor below market value. Again this seems to favor the contractor to the detriment of the people who live in Bellevue.

If high density buildings are built on the questionable land, the traffic will increase as there will be only one exit to 222 street, will there be an increased police presence to regulate traffic?
Will there be an onsite tow truck to remove vehicles that are improperly parked?

As the existing sewer lines were installed more than 70 years ago who will pay for the upgrade to the sewer. The current council is already borrowing money from the 2036 budget. This means the mismanagement of local coffers has gotten drastically out of hand. Selling archeologically protected land at way undervalued price to a single bid contractor to build multifamily housing, with no amenities nearby seems like an attempt to put Crowsnest pass in fiscal debt for the foreseeable future.

Will our taxes increase dramatically for our council to justify the expenditures, or will they decrease because of our land being devalued due to the proximity of the multifamily housing?

It seems the council is trying to push for the destruction of Bellevue by pushing unwanted projects the people of Bellevue will have to eventually pay for. (e.g. putting picnic tables to view the slide, then putting an outhouse between the tables and the slide, or removing the parking from main street and adding a parking lot at the end of main street, most citizens cannot walk more than a block)

I feel the the present council does not represent the people of the Crowsnest pass and know they will not get re-elected in October, so are doing everything in their power to decimate the pass and leave a legacy of debt.

Having 6, 3 story towers with 72 units and 216 bedrooms on Archaeological Protected land 50 feet or less from my property is **not appealing to us**, and feel it is an assault on our right to live on land we bought that had the promise of nothing being built behind us, as it is protected land.

We feel that the higher crime rate, higher traffic, lack of privacy and higher crime rate that usually comes with multifamily housing will disrupt the peace and quiet that we moved here for.

Will they erect a 30 foot fence to ensure our privacy?

I also feel that there was an injustice in providing inadequate time to respond to the projected project (counsel rezoned archaeological protected land to r3 and sold the land below value, before informing any resident of Bellevue).

There are **NO**:

Busses available,

Doctors,

Pharmacies,

English schools,

Grocery stores,

Gas stations.

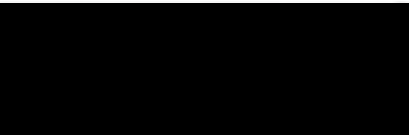
And **One taxi service for all of Crowsnest pass**

Would it be more prudent to locate the High density housing in Blairemore. On land that is currently torn apart from a failed development, where Schools, Shopping, and Activities are readily available, within walking distance, without the need for bussing?

Utility Services (Power, Sewer, Water, Gas)

Why is the municipality paying for upgrades to power, sewer, water, and gas, giving the residents the burden of increased taxes to pay for it when it is the responsibility of the developer?

Where are the air vents from the mine, as they still exhaust methane intermittently?



Submitted Aug 11, 2025

9:32 AM

Statement of Opposition to Proposed Bylaw 1237, 2025

Submitted by Brian Gallant – August 11, 2025

Your Worship and Municipal Councillors,

I am writing in opposition to proposed bylaw 1237, 2025. It is hard to express the frustration that people of our community are feeling around this issue. This bylaw was drafted after the request for decision presented to council, which was a response to a Subdivision Development Appeal Board ruling that included several concerns about the high density apartment block in Bellevue. One of the biggest concerns was a lack of consideration for the amount of parking required. In response, quite shockingly, the Municipal administration has drafted a bylaw that would actually lower the amount of parking required. Statements were also made by Municipal administration that visitor parking could be off-site, which is not allowed with any other business in the community. After such a decisive statement from the SDAB, which was advised by ORRSC in their decision, one would anticipate a greater amount of scrutiny and consideration, not less.

The justification for the parking requirements in this bylaw is, at its essence, a comparison to other communities and their parking standards. It has been long-established, and reaffirmed at the SDAB, that Crowsnest Pass is not like other communities. As a linear community with only small pockets of services, and no public transportation, everyone drives, and therefore needs more parking. Every other community listed for comparison has services within walking distance, even from the farthest reaches of the urban areas in town limits. That does not work in Crowsnest Pass where our neighbourhoods are all connected by a major highway, with no safe way to commute in-between, other than a passenger vehicle.

It is easy to say that it is not about just one development, but everything around this issue has hinged on making public land available for one developer. While the bylaw is general in nature, this has all happened in response to the undertakings of one developer. Changing a parking bylaw in support of a developer, so that they can now get their proposal passed, is incredibly bad optics, and it is likely to result in future litigation. With a permit refused by the SDAB, and a pending Judicial Review, it is time to put the brakes on this project, and pursue other opportunities that the developer already has available to them.

The choice you make on this bylaw will affect the future of our community forever, and this issue needs more consideration and public input. It paves the way for high density growth that is not in keeping with much of the community. We, the people of Crowsnest Pass, need to be a part of deciding how new neighbourhoods, and high density are planned in our community. Please, vote “NO” on bylaw 1237, 2025. This is your opportunity to step back, meet the community, and leave a legacy of collaboration. Not doing so will leave a legacy of frustration and distrust.

With great respect,



Brian Gallant
Bellevue, AB

10 August 2025

Attention: Laker McKee – Executive Assistant to the CAO
Municipality of Crowsnest Pass

Re: Opposition to Bylaw 1237, 2025

Disrespect and Lack of Consultation

Council claims to value respect but fails to demonstrate it. The proposed development threatens a historical Blackfoot winter camp—home to archaeological artifacts dating back more than 6,000 years—without consulting Indigenous communities. This is a direct contradiction to the principles of Truth and Reconciliation.

Sale of Public Land Without Transparency

Recreation and open space have been sold to an out-of-town developer with no public consultation, no transparency, and no credible plan. The proposed R3 apartment complex would sit in the middle of a high-value R1 neighbourhood, permanently altering the community's character and damaging property values. Claims by the Municipal Assessor and Council that property values will "increase" due to this project are insulting to residents' intelligence.

Ignoring Public Input

At the rezoning hearing, public concerns were disregarded. Two councillors voted against pausing the rezoning to assess taxpayer costs—demonstrating clear disregard for the public interest. We will remember that at election time—a few weeks away.

Parking Shortfalls and Poor Planning

Bylaw 1237 reduces required parking from 126 to 112 stalls, ignoring the documented impact of overflow parking on neighbouring properties. Crowsnest Pass is a linear community with commercial services 10 km away from the development—residents will need vehicles. Comparisons to cities with robust public transit, like Lethbridge, are irrelevant.

Other community comparisons without public transportation in the "Request for Decision" does not recognize the linear nature of the Crowsnest Pass (Radius is measured from community centre to the outskirts of each community)

Community	Population	Public Transportation	Radius
Crowsnest Pass	5695	No	7.7km
Pincher Creek	3922	No	1.5km
Cardston	3724	No	1.6km
Coalhurst	2869	No	0.8km
Tabor	2862	No	1.8km
Irma Hill	7373	On Call	1.8km
Stettin	5895	No	2.2km
Rocky Mountain House	5755	No	2.8km
Olds	9209	Pre-Booking	1.8km
Carstairs	4898	No	1.5km

The Subdivision Appeal Board has already recognized that apartment parking will spill into neighbourhood streets and harm property enjoyment and value. The bylaw is clearly designed to bypass that ruling. This is stated clearly in July 8 “Request for Decision” from the Municipal CAO.



100+ additional vehicles in the neighbourhood - No existing resident vehicles shown

Cultural and Community Impact

The Land Use Bylaw's own standards require infill development to be compatible with existing mature neighbourhoods in height, mass, and style—yet this project does not comply. Councillor Sygutek's comments to Premier Smith likening residents and First Nations to “Red Tape” are deeply offensive, and attempts to bypass process through political intervention show a lack of respect for due process.

Councillor Filipuzzi's dismissive statement—reducing concerns to “just a view”—ignores the cultural importance of the land and the sacred history it holds. It also ignores that parking will be a serious issue in the neighbourhood for all residents.

Restrictive Covenant Ignored

A restrictive covenant registered in 1999 requires an archaeological review before any development. Even vehicle access is prohibited. This legal protection has been in place for decades, yet the municipality appears intent on disregarding it.



Questionable Housing Urgency

If affordable housing is truly urgent, why is the approved Coleman project not underway? Residents are not opposed to development but believe it should be done in the right location. The Coleman site could deliver housing without destroying a heritage site and disrupting an established neighbourhood.

Curious Favouritism to an Out of Town Developer

Whether it is sweetheart deals for the land sale price, generous tax holidays, taxpayer funded infrastructure, and obvious bias of “our” Municipal Trades and Development Manager at the SDAB Appeal hearing on behalf of the developer, we as residents and taxpayers can’t help but wonder why council places this developers interests ahead of local developers,

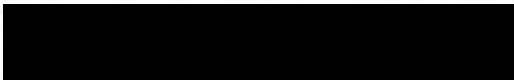
taxpayers and residents. We have observed this throughout the entire process. Our concerns as residents always seem to be ignored to favour the developer. Observation of the developers behaviour at the Appeal hearing where he threatened us “If I don’t get my way with the parking, I will come back with a project you will like even less” is an interesting way to try to win over the neighbours. I was there, and saw it first hand.

Conclusion

Proceeding with this plan weeks before an election shackles the next council with a toxic and divisive legacy. We urge you to halt Bylaw 1237 and pursue housing solutions that respect Indigenous history, our neighbourhoods, and our community values.

Earnestly,

Vern, Teri and Austin Harrison



Mayor and Council of Crowsnest Pass

Re: Bylaw 2025-1237 Land Use Bylaw Parking Amendments

I am opposed to this amendment to the LUB reducing parking requirements of multi family units. In fact, I believe the uniqueness of the Crowsnest Pass, requires the areas outside walking distance to business services, increased parking requirements.

I interpret the Subdivision Appeal Board submitted reason for overturning the Development Boards decision as being there was nothing to support the decision to reduce the number of parking spaces required under the 2023 LUB. I am surprised to see this Bylaw reducing off-site parking of 1 bedroom units by 20%, 2 bedroom units reduced by 29 percent, 3 bedroom units reduced by 14 percent and 4 bedroom units increased by 14 percent. While reduced vehicle ownership in the cities may be a trend in the cities, it is not my observation and experience in the Crowsnest Pass. I wrote a letter to Director of Development Johan Van Der Bank on June 6th 2025 stating I would like to see the LUB parking requirements increased based on my experience at Monte Vista Manufactured Home Community.

I request this bylaw be tabled and we retain a professional traffic/parking consultant to nuance the parking requirements for the Crowsnest Pass. The parking for retirement vs working and vehicle requirements is different for our different communities.

Respectfully Submitted

Ralph Tiegen

Aug 10, 2025

Subdivision Appeal Board DP2025-016 Notice of Decision June 20, 2025

REASONS:

1. The Board confirms the proposed use is a permitted use within the R-3 land use district, but the development does not comply with all the applicable standards of LUB 1165, 2023. The Board carefully considered the requirements prescribed in section 687(3)(d) of the MGA for issuing a development permit when a proposed development does not comply with the land use bylaw. The Board is of the opinion that there was not sufficient evidence to make a determination that the requested variance to the parking standards in Schedule 6, section 2, subsection 2.4 of LUB 1165, 2023 would not affect the surrounding neighbourhood.
2. The Board has determined that a variance to the prescribed parking standard for the development is not warranted given:
 - a. the information presented regarding the linear nature of the Municipality of Crowsnest Pass where services and amenities are spread out between the communities necessitating individual vehicular transportation, and the absence of public transportation; and
 - b. finding that the parking requirement of 1.75 spaces per dwelling unit containing 2 or more bedrooms established in Schedule 6, section 2, subsection 2.4 of LUB 1165, 2023 is not unreasonable given the evidence presented in Exhibit U which indicates that the Municipality of Crowsnest Pass standard is within the range of those applied by other comparable municipalities; and
 - c. finding the required off-street parking standards in Schedule 6, section 2, subsection 2.4 of LUB 1165, 2023 to be current and reflective of parking requirements within the municipality given the parking standards were reviewed with the adoption of LUB 1165, 2023.
3. Given that the development has only one street frontage and presently no opportunity for additional parking on-site, the Board is of the opinion the requested variance is likely to result in parking spillover effects on the adjacent roadway and has the potential to create traffic and parking impacts to the neighbourhood. In accordance with Schedule 6, section 1, subsection 1.4 and the definition for "Off-street parking space" in Schedule 18B of LUB 1165, 2023, the off-street parking standards prescribed Chinook Intermunicipal Subdivision and Development Appeal Board – Municipality of Crowsnest Pass within Schedule 6, section 2, subsection 2.4 of LUB 1165, 2023 are to be satisfied on-site and cannot include parking within a public roadway.
4. The Board is of the opinion that there are no constraints or restrictions specific to the subject property that would preclude the development from complying with the parking standards prescribed in LUB 1165, 2023 and that compliance with the prescribed parking standards could be achieved with changes to the proposed design.

June 4th, 2025
Johan van der Bank
Manager Development & Trades
Municipality of Crowsnest Pass

RE: Request to increase R-3 Parking requirements in the Land Use Bylaw

I believe the existing parking requirements of 1.25 spaces for 1 bedroom and 1.75 for 2 or more bedrooms is not adequate for this community. The Crowsnest Pass does not have public transportation and has the unique characteristic of having several communities along a 20km travel corridor

As the owner/manager of Monte Vista Manufactured Home Community in Hillcrest, I have extensive experience with parking issues with this 80 unit community, over several decades. We designed this project with 2 parking spaces per home and 12 visitor parking spaces. Because everyone has to drive to work or for services, each resident has a minimum of 2 vehicles. After 10 to 15 years of retirement it is common to see this

reduced to 1 vehicle. On average, most families have 1-2 children. When the children become of driving age they usually have another vehicle within a year or two. This will be the situation until they leave home. We did not plan for these additional vehicles. Additionally, we did not plan for the additional company vehicles. As the BC coal mines are the major employer in this community, many workers bring a company pickup home. As we do not have parking in Monte Vista, these extra vehicles are parked on 232st and 230st.

The other thing we underestimated is the amount of area needed for snow storage. Being in the mountains there is considerably more snow than the prairies.

The last large R-3 high density project built in this community was in 1979 which was a 1 and 2 bedroom apartment building in Coleman. Parking for large high density apartments is not something we have had to deal with. With the proposed Bellevue high density project, it has made the neighbourhood think about what parking will look like with this number of bedrooms. Three and four bedroom apartments being built to help the housing shortage for the BC mine shift workers needs additional consideration for parking. Miners renting rooms in this development will generally be living outside the community and stay in this community for their set of shifts. This will require one parking space per rented bedroom.

The additional mountain snowfall this area gets needs to be planned for.

Can you advise me how I can formalize a request to have the R-3 parking requirements reviewed in the LUB?

Regards,

Ralph Tiegen

August 11, 2025

Letter of opposition to Bylaw 1237

Bylaw 1237 RFD What are other communities doing?

This Request for Decision suggests we follow the trend of Cities by reducing parking requirements. Eg The City of Lethbridge is considering reducing parking for all dwelling units to 1 parking stall per unit (including single family houses). I suggest we do not follow the City of Lethbridge as the Crowsnest Pass residents are mostly mine workers and residents with recreational vehicles

24th ave in Coleman has recently built 4 duplexes (8 units). 2 units have 4 parking stalls each (a double car garage and a driveway for 2 vehicles) and 6 units with 2 parking spaces. 7 of the 8 units are now occupied and they are using both sides of 24th ave for parking. Here is a picture of the typical street parking using both sides of 24th ave for parking.

This new development has 22 off street parking stalls and there are 10 vehicles parked on the street. Under the proposed Lethbridge standards only 8 parking stalls would be required,

I am requesting Bylaw 1237 be declined and we put more thought and public debate into this before we reduce our off street parking requirements.

Ralph Tiegen.



Attention: Laken McKee – Executive Assistant to the CAO
Municipality of Crowsnest Pass

Re: Opposition to Bylaw 1237, 2025

Dear Council

Bylaw 1237 is lacking the analysis that one would expect from a bylaw revision of this magnitude. I hope you will consider my concerns, below, as to its shortcomings.

This Amendment has very contentious timing considering the recent Bellevue zoning decisions by Council – that are being challenged in Court – and the recent DP Appeal that was won by residents of Crowsnest Pass. A change of this magnitude, and its impact on the future of Crowsnest, deserves robust consideration and should not be rushed through to approval.

I ask that you consider the following and vote against this Parking Bylaw, so that Administration can better prepare appropriate planning for future decision making:

1. This Amendment uses the parking requirements of other communities as justification for this Bylaw. I believe there are numerous flaws within this position:
 - **It assumes other communities have it right**, a questionable assumption given the current friction over parking in so many communities.
 - **It assumes other communities have the same or similar demographics**: children, parents, shared single adult accommodation. This is another questionable assumption. It seems a proper projection of needs would include a census analysis, and job market assessment. Assuming demographics are the same in other communities is not supportable.
 - **It assumes that amenities** (groceries, health and personal care, other household supplies) are similarly accessible; buses, trains, Uber, taxis, walkability, cycling. In the case of Crowsnest, if you are not in Blairmore, this assumption is simply incorrect.
 - **It assumes that the current proportion of weekenders** in Crowsnest Pass is not relevant; groups of friends showing up for an activity-based adventure – multiple vehicles with mountain bikes, skis, ATVs, etc.
 - The recent comprehensive review completed by Lethbridge is referred to within the Request for Decision, but **Lethbridge does not have the same demographics as Crowsnest, let alone comparable amenities and transportation options**. There has been no analysis of demographics in this Amendment, nor its impact on parking. As one example, a simple Google search shows that Lethbridge has more children (and fewer drivers):
 - Per StatCan the 2021 average age in **Lethbridge** was **39.3 years** (age 0-14 is 19%)
 - Per StatCan the 2021 average age in **Crowsnest** was **48.3 years** (age 0-14 is 12%)

2 | Page

The point is that, whatever the statistics say, they were not analyzed to support this recommendation and should be, prior to Council approval.

2. This Amendment compares apartment parking to those of single-family detached homes in Crowsnest/

- **Single-family homes are pre-dominantly occupied by a family.** Children do not drive until they are older (and generally borrow their parent's car). In 2021 in Crowsnest, there were only 210 youth aged 15 to 19 years. If 2025 stats are similar, the argument that families have multiple vehicles for their children seems overly simplistic.
- The current demand for apartments in Crowsnest results largely from an increase in **employment at nearby mines.** This employment will draw some families to the Pass (so some can be compared to single family homes) but, due to the nature of the work, will disproportionately draw single men - all of whom will need vehicles and most of whom will drive their work vehicle home at night - just look and see all the trucks with the flags for signaling by mining equipment.

3. The parking at two Crowsnest apartment buildings is used as support for the revised standard. **These apartment buildings are not appropriate for comparison** due to (1) a different age demographic and (2) a walkable location.

Apartment at 8601 – 22 Ave Coleman: this building has adult owners who recently voted for new bylaws limiting residents to age 50+ by 2025. This is not a working age building and contractors on site have observed that the majority are well past retirement age and many are no longer able to drive.

Apartment at 13102 – 22 Ave Blainmore: this is a walkable location – it is in the center of Blainmore within proximity of groceries, restaurants, hardware, pharmacy, etc.

The fear that many of us have, is that this Council has been blinded by a policy goal or agenda and, perhaps, is no longer listening to citizen feedback – case in point the rezoning of the Bellevue land.

Council, and Administration, have repeatedly ignored public input, denigrated the individuals speaking up and minimized all legitimate concerns by referring to them as NIMBYism – both in public interviews and in private.

Bylaw 1237 has been brought forward with remarkable timing – immediately following the DP Appeal loss regarding the Bellevue land sold to a developer for the construction of six 3-story apartments in the middle of RT zoning. This Bylaw would facilitate this project moving forward despite public outcry, despite First Nations being ignored and despite a successful DP Appeal by the residents. So, once again, public input appears not to matter, nor do the facts.

A group of residents, myself included, have filed a Judicial Review regarding the Bellevue land sale and re-zoning. Given that much of what is being argued in the filings is regarding a lack of appropriate planning by the Municipality it seems that, at the very least, this Bylaw should be delayed until the litigation has concluded.

Planning means starting with data, adding projections, developing standards and gathering community input and support. It is the community that can make a stronger and better end product.

The majority of us understand the need for affordable housing and support initiatives to provide it. But we also care about the Crowsnest Pass now and in the future. As a Council, I would expect that to be your concern as well. As a Council, the expectation is for you to govern and to ensure appropriate processes and oversight are in place.

Given that Bylaw 1237 lacks the analysis reasonably expected, I ask that you vote against it.

Much appreciated,

Karen Snyder, CA, MBA, REALTOR®



RECEIVED

10:55am

AUG 11 2025

August 11, 2025

ATTN: Laken McKee, Executive
Assistant to the CAO
Municipality of Crowsnest
Pass

MUNICIPALITY OF
CROWSNEST PASS

Re: Opposition to Bylaw
1237, 2025 - Bellevue, AB

During this process, we the
neighbourhood residents have
seen our concerns in the area
that we live have been ignored.

It is very obvious that there
is not enough parking & it
will be spilling out into
our neighbourhood.

Why is High Density of
a Buildings being put
behind us? R3 complex
is in a "high value" R
neighbourhood. It will
totally change where we
live permanently and our
property values will ~~be~~ ~~damaged~~ ~~and property values~~ be
damaged.

We are asking you stop Bylaw 1237.
Mike & Marg Oleksa
Yves & Dominique Garon

RECEIVED

AUG 11 2025

MUNICIPALITY OF
CROWSNEST PASS

11:43

Submitted August 11, 2025

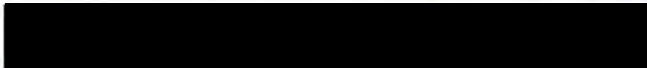
Request to Reject Bylaw 1237-2025

A recent Freedom of Information Request about the Mohawk Meadows apartment project, disclosed the Manager of Development recommended the former 30th ave property be sold to the developer and become a private road. This recommendation was not accepted and the decision was made to change this property back to a public road in effect costing the developer nothing for this property. A subsequent decision was made to have the taxpayers borrow 1 million dollars to construct the water, sewer, curb and pavement for the apartment development.

Now that the Development Managers recommendation to have the developer purchase this property has been rejected, and the taxpayers are borrowing a million dollars to service it for them, we are now being asked to give the Development Authority the authority to use this publicly funded street for visitor parking with no citizen right to appeal.

As it is self evident Bylaw 1237-2025 have been crafted to accommodate the Bellevue Mohawk Meadow apartment development I am requesting the council vote to reject Bylaw 12237-2025

BILL OGERTSCHNIG



*BELLEVUE, AB
Bill Ogertschnig
Aug. 11/25*



LAND PURCHASE/ROAD & MR CLOSURE MUNICIPAL REVIEW

CIVIC ADDRESS #: 36th Street 873 Bottoms

TAX ROLL #: 3040824

Please review the proposed application and provide feedback on your department's expertise.

Development Officer(s) (Land use and long-range planning)

Parcel is NUA-1.

Parcel to the west was part of a previous land purchase application and they are looking to acquire more land.

A condition of their offer is for a local improvement levy for the installation of water, sewer, storm, curb, asphalt, sidewalk and streetlights.

Manager Development & Trades (Land use and long-range planning)

1. Adding the second parcel makes sense for development that is more consistent of existing adjacent uses and better access and traffic patterns.

2. Why would the middle parcel be dedicated as public road? That would split the development site into two portions separated by a public road, which must be constructed to municipal engineering standards. It would also trigger front yard setbacks from the road that will impact density and, if they purchased that parcel as well, and made it a private road which is part of their development site, it would make things easier from a design perspective.

3. The land has a condition under the Historical Resources Act registered on title, which prohibits development without first carrying out mitigative testing and consultation with the Department of Arts, Culture and Status of Women.

Manager Transportation (Roads and Stormwater)

Manager Utilities (Municipal services and service connections)

Tax Clerk

Confirm that the Municipality is an entitled landowner (check on the title)

RECEIVED

AUG 11 2025

MUNICIPALITY OF
CROWSNEST PASS

11:43

August 11, 2025

Letter of opposition to Bylaw 1237

Bylaw 1237 RFD What are other communities doing?

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I am requesting Bylaw 1237 be declined and we put more thought and public debate into this before we reduce our off street parking requirements.

Keith Tkachuk

Keith Tkachuk





Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 6.a

Subject: Peaks to Pines Residents Association

Recommendation: That Council accept the presentation from Peaks to Pines Residents Association, as information.

Executive Summary:

Pauline Desjardins, Secretary and and Rina Beech, Treasurer, of the Peaks to Pines Residents Association are coming to present to Council about The Healthy Aging Alberta Grant that ends in March 2026. The request is for funding to sustain the assisted transportation service (Crowsnest Cruisers) for older adults and persons with mobility challenges.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Council Presentation Aug 19 25 \(002\).pdf](#)



Crowsnest Cruisers

PRESENTATION TO MUNICIPAL COUNCIL
AUGUST 2025

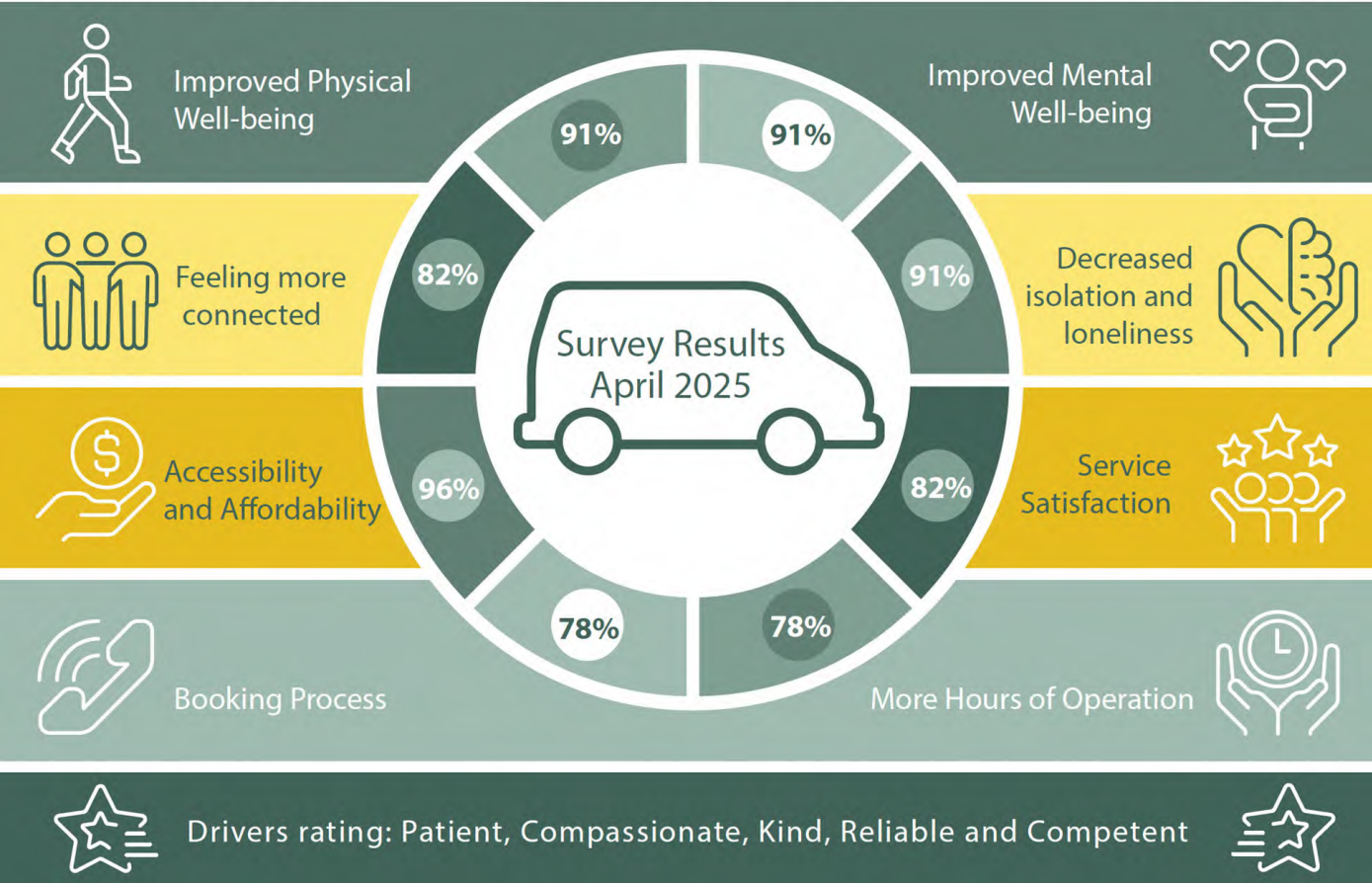
PARTNERS



- Blairmore Lions
- Community Foundation of Lethbridge and Southwestern Alberta
- Crowsnest Community Support Services
- Crowsnest/Pincher Creek Landfill
- Healthy Aging Alberta
- Municipality of Crowsnest Pass
- Northback

GOALS OF THE CROWSNEST CRUISERS SERVICE

- **To help maintain the physical and mental health and well-being of our riders**
- **To increase the capacity of our riders to live independently, feel connected to the larger world, and engage in activities to keep their minds alert and interested, thereby reducing the risk of isolation and loneliness**
- **To offer local and out-of-town trips for medical and personal care appointments, shopping, as well as social events**





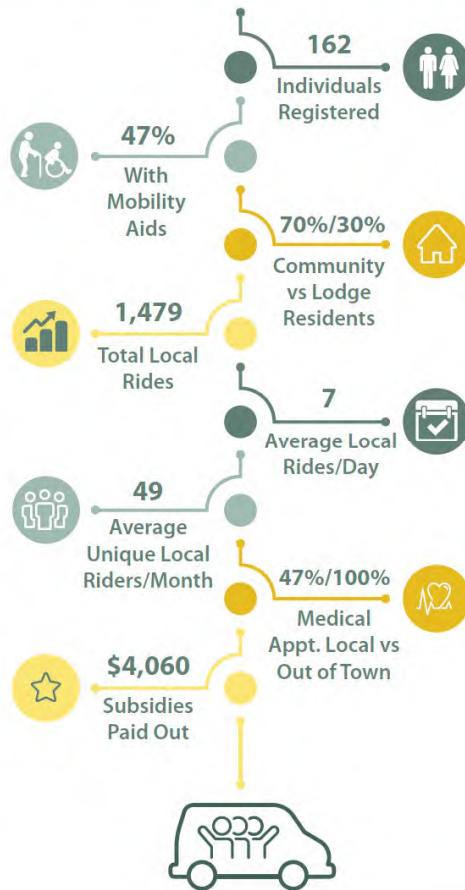
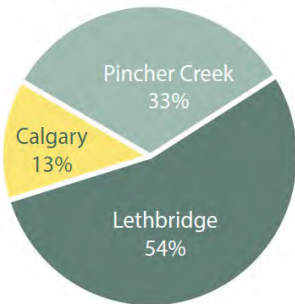
Crowsnest Cruisers Annual Report 2024 - 2025



Crowsnest Cruisers Team

1 Transportation Coordinator / Local driver
6 Volunteer Drivers / Out of Town
1 Companion

Out of Town Total Trips 61



Assisted Transportation for Older Adults and Persons with
Mobility Challenges in Our Community

crowsnestcruisers.com • 403.583.5598

YEAR-TO-DATE DATA

- **MORE THAN 2,000 LOCAL RIDES TO DATE (AVE. 8/DAY)**
- **ABOUT 60 UNIQUE RIDERS/MONTH LOCALLY**
- **100% OUT-OF-TOWN TRIPS FOR MEDICAL APPTS**
- **45% MEDICAL APPTS LOCALLY**
- **\$5,000 IN SUBSIDIES PAID TO DATE (AVE. \$360/MONTH)**

PLAN FOR 2026

- **MAINTAIN LOCAL HOURS OF SERVICE AND SUBSIDIES**
- **SECURE FUNDING FOR 2026 AND BEYOND FROM MUNICIPALITY**
- **RECRUIT PART-TIME MANAGER**
- **EXPLORE SUSTAINABILITY OF SERVICE**



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 6.b

Subject: Southwest Alberta Skateboard Society

Recommendation: That Council accept the presentation from Southwest Alberta Skateboard Society, as information.

Executive Summary:

During the July 15th Council Meeting, Council requested that Administration reach out to Southwest Alberta Skateboard Society (SWASS) to come and present a Delegation to Council.

Amanda Samuel, Treasurer and Trevor Morgan and Everett Tetz, Design - Build Consultant Team, VP Newline Skateparks Inc are coming to present a Delegation to Council on behalf of the Southwest Alberta Skateboard Society.

Relevant Council Direction, Policy or Bylaws:

1041, 2020 Procedure Bylaw

Discussion:

n/a

Analysis of Alternatives:

n/a

Financial Impacts:

n/a

Attachments:

[Crowsnest Pass Presentation Council 2025.pdf](#)

CROWSNEST PASS SKATEPARK DEVELOPMENT

PROJECT UPDATE AUGUST 2025



NEWLINE
SKATEPARKS
BUILDING SKATEBOARDING

94

TODAY'S PRESENTATION

- SWASS 2025 Update
- Concept Review
- Fundraising Update
- Financial Considerations
- Question and Answer



UPDATES 2025

SWASS GROUP UPDATE

Accomplishments to date:

- Advocacy and Community Building
- Grassroots fundraising (cash and In-Kind Donations)
- Large Stream CFEP Grant Application Submitted July 2025
- Concept Design and Cost Estimate Completed/Updated
- Under contract with NLS to complete detailed design/engineering



CROWSNEST PASS SKATEPARK

FINAL CONCEPT DESIGN - SITE PLAN



Skatepark Features

- A Quarterpipe with Hip
- B Roll-in
- C Wedge-to-Wedge with A-Frame Ledge and Rail
- D Bank with Euro Gap
- E Bank to Barrier
- F Down Rail and Hubba
- G Flat Ledge and Rail
- H Terraced Manual Pad and Ledge in Bank
- I Bank Island Up-Gap
- J Bank Island Diving Board
- K Quarterpipe with brick texture
- L Ledge Wall
- M 4ft Enclosed Bowl with miniramp and organic style pocket end



CROWSNEST PASS, AB

2023
WWW.NEWLINESKATEPARKS.COM

CROWSNEST PASS SKATEPARK

FINAL CONCEPT DESIGN - OVERALL VIEWS



CROWSNEST PASS, AB

NOVEMBER 2023

WWW.HCWONTSKATEPARKS.COM











Projected 2026 Construction Cost and Current Funding Secured

Detailed Design and Engineering: \$40,000.00
2026 Construction Cost Estimate: \$975,000.00 + GST
Available Capital to Date:

SOURCE	VALUE
Grassroots Community + Corporate Fundraising	~ \$90,439.00
Municipal Commitment	\$400,000.00
In-Kind Donations Program (letters of commitment)	~ \$61,193.00
Total:	~ \$551,635.00

Outstanding Items:

Large Stream CFEP Application for \$475,000.00 (Deliberation Completed December 2025)

If CFEP application is unsuccessful, SWASS will pursue small stream CFEP for \$125,000 in January of 2026. (strong success rate for community groups on similar projects)



In-Kind Program

Prepared for: Southwest Alberta Skateboard Society

Prepared: July 23, 2025

APPROX DONATED VALUE

Potential In-kind Donation Opportunities		Approx. Qty	Approx. Value Range	
Southwest Concrete	32mpa Concrete (wall/ledge mix)	14 Cu M	\$5,980.00 - \$6,620.00	
	32mpa Concrete (flatwork mix)	94 Cu M	\$36,760.00 - \$40,640.00	\$1,200.00
	35mpa Shotcrete	52 Cu M	\$21,850.00 - \$24,150.00	
	Concrete Color Pigment	64 Cu M	\$10,450.00 - \$11,550.00	
Summit Home Center	10mm Rebar	6767 Lin M	\$10,680.00 - \$11,810.00	\$1,869.00
Alberta Rocks LTD	19mm (¾") Road Base Gravel	236 Cu M	\$13,770.00 - \$15,230.00	\$924.00
	Structural Pit Run Gravel	520 Cu M	\$25,930.00 - \$28,670.00	\$26,000.00
	6ft Temporary Construction Fencing	190 Lin M	\$2,050.00 - \$2,270.00	
Diggers	Track hoe (200+ size)	62 Hrs	\$10,920.00 - \$12,080.00	\$11,000.00
	Mini hoe	41 Hrs	\$7,310.00 - \$8,090.00	\$7,500.00
Strandquist's	Skid steer rental	2.5 Months	\$10,450.00 - \$11,550.00	\$10,500.00
	Compactor Rental (Smooth drum ride on)	4 Days	\$2,560.00 - \$2,840.00	
	Compactor Rental (1000 lbs plate)	2.5 Weeks	\$5,320.00 - \$5,880.00	
	185 CFM Compressor Rental	6 Days	\$1,420.00 - \$1,580.00	
CNP Waste Disposal	Portable Washroom	3 Months	\$2,180.00 - \$2,420.00	\$2,200.00
Reduced Rate AirBNB	Accommodation	375 Nights	\$48,730.00 - \$53,870.00	

SKATEPARK REDEVELOPMENT JOURNEY...

Phase 1: Feasibility and Preliminary Concept Design

- Intro / design workshop 1
- Presentation of Preliminary Design Options
- Preferred Concept Design Direction and Budget

Phase 3: Construction

- Mobilize
- Build
- Certify

Phase 2: Detailed Design (current)

- Refine concept
- Budget planning
- Working drawings

Phase 4: Ride the park

- Ollie
- Grind
- Enjoy



REQUEST FOR SUPPORT

THE SOUTHWEST ALBERTA SKATEBOARD SOCIETY ASKS COUNCIL TO CONSIDER:

- Assist in financing the funding gap for the estimated project cost to allow for 2026 construction (*regardless of results of CFEP Application*)
- SWASS will continue fundraising in effort to help cover additional funding provided by Municipality
- This approach has been successfully pursued by other communities throughout Alberta (*ii. Jasper, Lacombe*)

Approximate Funding Gap (assuming large stream CFEP is not successful): **\$472,118.00**

While providing the full amount of funding would be ideal, any additional funding would be valuable for the project. The Skatepark could be redesigned if absolutely necessary but would result in decreased facility size, aesthetic value (colour, seating and art integration), and overall play value.





Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.a

Subject: Bylaw 1211, 2024 - Land Use Bylaw Amendment - Redesignate the lands legally described as Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" - Third Reading Dean W and Vicki K cannot vote because they did not attend the public hearing on February 04

Recommendation: That Council give third reading to Bylaw 1211, 2024.

Executive Summary:

On December 17, 2024 Council gave first reading to Bylaw 1211, 2024. On February 04, 2025 a public hearing was held, and Council gave second reading to the bylaw as "in-principle approval" to allow the applicant to apply for and obtain a development permit. On July 24, 2025 the Development Authority issued a Notice of Decision for development permit DP2025-084 (see attached development permit including the approved Comprehensive Site Development Plan). The 21-day appeal period for the Notice of Decision ends on August 15, 2025.

Bylaw 1211, 2024 proposes to redesignate Lot 5, Plan 9611980 from "Grouped Country Residential - GCR-1" to "Non-Urban Tourism Accommodation & Recreation – NUTAR" for the purpose of allowing the landowner to develop a "Tourism Accommodation", consisting of micro-cabins as long-term leased accommodation. Because the property is located in an urban growth node identified in the Municipal Development Plan for future urban growth, the Land Use Bylaw requires that the proposed "Tourism Accommodation" must be upgraded with a uniform layout and design, landscaping, and hard-surfaced private roads, and that it is serviced with municipal water and wastewater systems.

Relevant Council Direction, Policy or Bylaws:

- Section 692, Planning bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)
- Land Use Bylaw No. 1165, 2023
- Municipal Development Plan (Bylaw No. 1059, 2020) - Growth Strategy p. 30 - Tourism "*Become a top tourism destination in the province*".
- North Coleman Area Structure Plan Bylaw 867, 2013

Discussion:

The Context of the Subject Property

- The proposed land use redesignation is intended to facilitate the development of the parcel for "Tourism Accommodation" in the form of a combination of micro-cabins and/or RV stalls (i.e. resort accommodation and/or camping accommodation) for long-term leased accommodation. Because the property is located in an urban growth node identified in the Municipal Development Plan, the proposed development is required to be upgraded from a traditional campground to include full services (no camping equipment, e.g. generators or wood stoves), hard-surfaced roads, comprehensive and uniform design and layout, landscaping, etc.
- The subject property has intermediately steep grades of 13% to 25%, which may present some challenges for traditional residential development, while the alternative development of a "Tourism Accommodation" may potentially be a less challenging option for this specific property.
- Challenges with developing the property for typical urban residential development include the Alta Link transmission line restrictions, steep grades, and the landowner's desire to preserve the old-growth fir trees, which is a policy statement in the North Coleman Area Structure Plan. The current land use district being Grouped County Residential GCR-1 limits a potential subdivision to 3-acre minimum lot size, which would result in less than five parcels after public road dedication and Environmental Reserve dedication, and perhaps may not be the best use of these lands, given the present housing needs. The proposed private development on the other hand would increase density for tourism accommodation and affordable housing. The vision with this type of development is that it may begin with a combination of micro-cabins and RV sites, and may transition over time where the RV stalls are phased out for micro cabins and larger luxury cabins. This has been the case in other tourist destinations such as Castle Mountain Resort.
- The proposed development will require coordination of municipal water and wastewater infrastructure and emergency exit / secondary access between the applicant and the Trilogy Real Estate Group, who is the owner of the land adjacent to the north of the subject property (known as Sawback Ridge) and the land adjacent to the south of the subject property (the Aurora subdivision). It is understood that this coordination is already occurring.

Council Identified a Need to Update Provisions in the Land Use Bylaw for Tourism Accommodation

- Few mountain communities in North America exist without a tourism sector, or in many cases a reliance on the tourism industry. The MCNP experiences tourism growth as a result of the Pass Powderkeg Ski Hill, Frank Slide Interpretive Centre, the Crowsnest Pass Golf Club, the heritage buildings and archeologic sites, the increasing popularity of mountain biking trails, and the provincial and national parks with their evolving hiking trails throughout the community and the surrounding region. Provincial and federal governments have identified Southern Alberta as a tourism growth region. Tourists have always been interested in the region for camping in the great outdoors but more and more it appears that a significant portion of tourists flock to the community's urban centres to experience the cultural and social aspects of what these have to offer.
- There appears to be a market demand to develop tourist resorts with a range of accommodation types of various forms of dwelling units (rowhouses, apartments) and high-end

cabins, but that also includes a portion of enhanced "camping accommodation".

- Pro-actively, in the 2021 Municipal Development Plan (MDP) Council took a strong policy position to support tourism as a future growth sector for the Crowsnest Pass by stating in the Growth Strategy on p. 30 of the MDP as follows: **"Become a top tourism destination in the province** and capitalize on the economic spin-offs from tourism driven development". On p. 33 of the MDP future growth nodes are described as accommodating "... residential neighbourhoods **as well as non-residential sector growth** ". On p. 42 of the MDP: "Growth nodes will be developed **based on market demand**".
- ***Council's vision for the Crowsnest Pass to become one of the top tourist destinations in the province, supported by the expectation of tourism growth, required that the MDP policy was implemented by an appropriate land use bylaw amendment, otherwise it would remain just a policy that does not provide practical direction for development decision-making.*** Based on the observed trend, perceived or otherwise, of increased tourism interest in the urban centres, and the fact that the Municipality's land use bylaw at the time only provided for tourism development in the non-urban areas, on 28 May 2024 Council adopted a comprehensive land use bylaw amendment that introduced the Urban Tourism Accommodation and Recreation District and the Non-Urban Tourism Accommodation District, with associated standards for "Tourism Accommodation" and revamping of all associated land use definitions, and the establishment of development standards.
- The current (amended) land use bylaw provides for "Tourism Accommodation" to include "resort accommodation" (various types of dwelling units) and/or "camping accommodation" (tents, RVs, and cabins that may involve the use of camping equipment such as generators). It establishes standards for "Tourism Accommodation" in a manner that provides site-specific flexibility, where the details of the development would be provided in a Comprehensive Site Development Plan that supplements a development permit application, and that will support decision making by the Development Authority on a case-by-case basis.
- The present application to redesignate the subject property to the NUTAR District is the first application proposing to implement the new provisions that Council adopted in the land use bylaw.

"Campgrounds" and "Resorts" in the Urban Growth Nodes

- ***Upgraded Camping Accommodation*** - Policy 3.1.7 of the Municipal Development Plan discourages the location of "traditional" campgrounds that rely on the use of camping equipment such as generators and wood stoves, tourist parks with short-term rental cabins, and golf courses in the urban growth nodes. While this direction to exclude "traditional" campgrounds from the growth nodes is generally a prudent approach, in May 2024 Council adopted the Tourism Accommodation land use bylaw amendment to allow for "camping accommodation" in an urban growth node subject thereto that specific criteria were met relative to the upgrading of such a development from the "traditional" campground style.
- One such criterion is that where "camping accommodation" (i.e., cabins and RVs) is proposed in a "Tourism Accommodation" development that is located in an urban growth node, the development should be significantly upgraded from a "traditional" campground or recreational vehicle park that typically has gravel roads, individual random site design and fencing, a lack of landscaping, etc. The land use bylaw requires that a "Tourism Accommodation" in an urban growth node that includes "camping accommodation" must be designed and constructed to

meet enhanced development standards and quality such that the development is not the same as what is traditionally thought of as a “campground” or a “recreational vehicle park”. This could include hard-surfaced roads, uniform layout, design and fencing, high quality landscaping, full services (municipal water, municipal wastewater, gas, and electric - which would for example eliminate the use of camping equipment such as wood stoves and generators). Another criterion for “camping accommodation” (cabins and RV stalls) in an urban growth node is that the form of ownership should encourage long-term occupancy instead of short-term rental.

- ***Non-residential Sector Growth in the Urban Growth Nodes*** - The policy direction on p. 33 of the MDP includes non-residential sector growth in the urban growth nodes (“... residential neighbourhoods **as well as non-residential sector growth**”). This would typically include commercial recreational development, such as the proposed “Tourism Accommodation” development on the subject parcel.

Meeting a Specific Housing Need

- The North Coleman ASP covers the largest urban growth node (1,588 acres), of which the subject property (15 acres) is a small portion. The ASP notes that multi-family units, **rental units**, and **affordable housing** should be the priority housing types in this area. The North Coleman growth node in the MDP contains large areas in the Nez Perce ASP and the Sawback Ridge ASP where country residential development is proposed, which does not address the current and future housing priority needs. The proposed “Tourism Accommodation” with long-term rental units addresses the identified housing needs.

Responding to Market Demand

- The MDP recognizes that growth nodes “... will be developed **based on market demand** and the readiness of property owners and developers” (p.42). The North Coleman ASP states that the Coleman growth node contains areas in the Nez Perce ASP and the Sawback Ridge ASP that are not readily serviceable for traditional, higher density residential development in accordance with the current and future housing priority needs, **unless significant expenses are made to water and wastewater infrastructure** (e.g. a new higher located water reservoir and the looping of infrastructure). The cost associated with these infrastructure improvements (expected to be multiple millions of dollars) may render the subject property and other areas in the North Coleman ASP unfeasible for traditional residential development in accordance with the current and future housing priority needs for many years to come, because it would reduce the profit margins necessary to attract that type of development interest. The development on the subject property of an upgraded, high quality “Tourism Accommodation” (“resort accommodation” and “camping accommodation” in the form of RVs and cabins) that addresses the identified rental accommodation and affordable housing needs, could possibly be developed without requiring the magnitude of cost for the identified infrastructure improvements to the same extent as it would for traditional, higher density priority housing needs.

Shifting Housing Trends and Innovative Affordable Housing Options

- The Land Use Bylaw provides for a portion of the accommodation units in a “Tourism Accommodation” to be used for permanent residential occupancy. In addition to the traditional housing stock and increasingly, continuously shifting housing trends, this could support existing residents and a growing population, all of whom have varying needs, by facilitating the development of innovative residential options that meet the identified housing need (see the North Coleman ASP p. 27).
- Innovative housing is also supported in Policy 2.3.3 of the MDP (p. 63), in which “... alternative housing forms should be incorporated into communities where appropriate, such as **cluster housing**, **tiny homes** and mixed-use buildings”

The North Coleman Area Structure Plan (ASP)

- The North Coleman ASP (Bylaw 867, 2013) is a major, high-level ASP that contains eight development sub-areas with a total area of 643 ha (1,588 ac).
- The ASP provides high-level, generalized policies and servicing concepts for future development in the sub-areas.
- The ASP recommends that the removal of mature forest canopy should be minimized. (p. 29)
- The ASP does not provide a servicing concept for the subject parcel however, it identifies the opportunity to provide a looping connection for water and wastewater services through the subject property between Kananaskis Wilds, Sawback Ridge and the future development in the adjacent Sub-Area 5 (south of the subject property). The new Aurora subdivision and several undeveloped parcels that are presently being considered for development are located in Sub-Area 5. The purpose of the looping connection is to improve municipal system performance and water quality in this area of Coleman. (p. 19)
- The subject property and the Sawback Ridge area are in Sub-Area 4 of the North Coleman ASP, together with adjacent existing developments such as Kananaskis Wilds subdivision.
- The ASP states that there is no urgency (in 2013) to expand the water and wastewater services in Sub-Area 4, and that this should only be considered as a long-term strategy with low priority (in 2013), and only if a sustainable balance can be achieved between revenue and maintenance cost. (p. 20) **Administration offers the opinion that with several undeveloped parcels in Sub-Area 5, and Sub-Area 4 being considered for development in the next few years, the development of the subject parcel for the proposed use provides the opportunity to implement the looping connection.**
- The ASP states that the proposed future land uses and servicing strategies in some of the Sub-Areas depend upon the construction of a new water reservoir at a higher elevation than the existing reservoir. It is not clear from the ASP whether or not this applies to the proposed looping connection through the subject parcel for water service. (p. 24)
- The ASP recommends that development and its sequencing should provide for logical water service extension, should respond to market demand, and should conform to the growth objectives of the Municipality. (p. 29)
- The ASP provides a concept plan of future potential land uses, and states that the land use pattern is intended to serve as a general scenario to guide the preparation of detailed conceptual plans for specific parcels or areas. The ASP states that market conditions will determine if and when any development areas as depicted in the ASP would proceed as proposed. (p. 29)
- The ASP states that the existing country residential subdivisions (such as Kananaskis Wilds,

Capron Estates) and proposed country residential development (such as Sawback Ridge in 2013) in Sub-Area 4, including the subject property as “grouped country residential”, are expected to continue (p. 31)

- The ASP identifies multi-family units, rental accommodation, affordable housing, and seniors’ housing as the type of residential development needed in Coleman. It specifically suggests these types of land uses for Sub-Area 5, which is immediately adjacent to the south of the subject parcel. (p. 27 and Figure 9 Concept Plan)
- The ASP states that *“No commitment is made or implied by the Municipality of Crowsnest Pass to approve the (ASP) land use concept as presented herein or to provide the services or improvements as presented in this Study”*. (page 29)
- **Administration offers the observation that, given the generality of the servicing and land use concepts of the North Coleman ASP, the ASP does not promote nor prohibit the development of the subject property for the proposed “Tourism Accommodation”, or the servicing of the subject parcel with municipal water and wastewater infrastructure. Likewise, the proposed redesignation is not contrary to the policies or land use and servicing concepts of the North Coleman ASP. Therefore, Administration offers the opinion that an amendment to the North Coleman ASP is not required for the proposed redesignation, would not serve any purpose, and that the present redesignation application and bylaw process will achieve the same objective through a public hearing.**

Implementation Plan of Redesignation Bylaw and Development Permit

After the public hearing was held on February 4, 2025 and Council had an opportunity to consider the public input that was received, Council decided to proceed with second reading of Bylaw 1211, 2024, after which, Administration recommended that the bylaw be paused after second reading (which would confirm Council's "in-principle approval" subject to the developer obtaining a development permit). This would mean that third reading of the bylaw is deferred until the applicant has applied for and obtained a development permit supported by a Comprehensive Site Development Plan, to give the Development Authority an opportunity to consider the quality of the proposed development to determine whether or not the proposed development meets the criteria required for accommodating a Tourism Accommodation with resort accommodation and camping accommodation in an urban growth node.

- If a development permit was obtained, then Council should proceed with third reading of the bylaw to complete the process. If development approval was not obtained within two years from the date of first reading of the bylaw, then the bylaw would expire by default, or if the development permit was refused and the refusal was not successfully appealed, then the bylaw would come back to Council to be defeated.
- The deferred bylaw approach prevents the unnecessary / premature redesignation of land where a development permit is not ultimately obtained.

At this point, because the development permit was obtained supported by the Comprehensive Site Development Plan, we are recommending that this bylaw proceed to third reading today.

Analysis of Alternatives:

1. Council should give third reading to Bylaw 1211, 2024 because second reading was given with

the understanding that it was "in-principle approval" for the applicant to apply for and obtain a development permit, which was accomplished.

2. Council may defeat Bylaw 1211, 2024.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1211, 2024.docx](#)

[Bylaw 1211, 2024 - Schedule A.pdf](#)

[Bylaw 1211, 2024 - Schedule A with 2021 Aerial Photo.pdf](#)

[DP2025-084 Notice of Decision JULY 24 2025.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1211, 2024
LAND USE BYLAW AMENDMENT – Redesignate Lot 5, Plan 961 1980

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as Lot 5, Plan 961 1980 within the SW¼ 16-8-4-W5M, containing ±6.365 ha (15.7 acres), from “Grouped Country Residential – GCR-1” to “Non-Urban Tourism Accommodation and Recreation – NUTAR”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the “Non-Urban Tourism Accommodation and Recreation – NUTAR” land use district.

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. The Land Use District Map be amended to redesignate the lands legally described as Lot 5, Plan 961 1980, containing ±6.365 ha (15.7 acres), from “Grouped Country Residential – GCR-1” to “Non-Urban Tourism Accommodation and Recreation – NUTAR”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

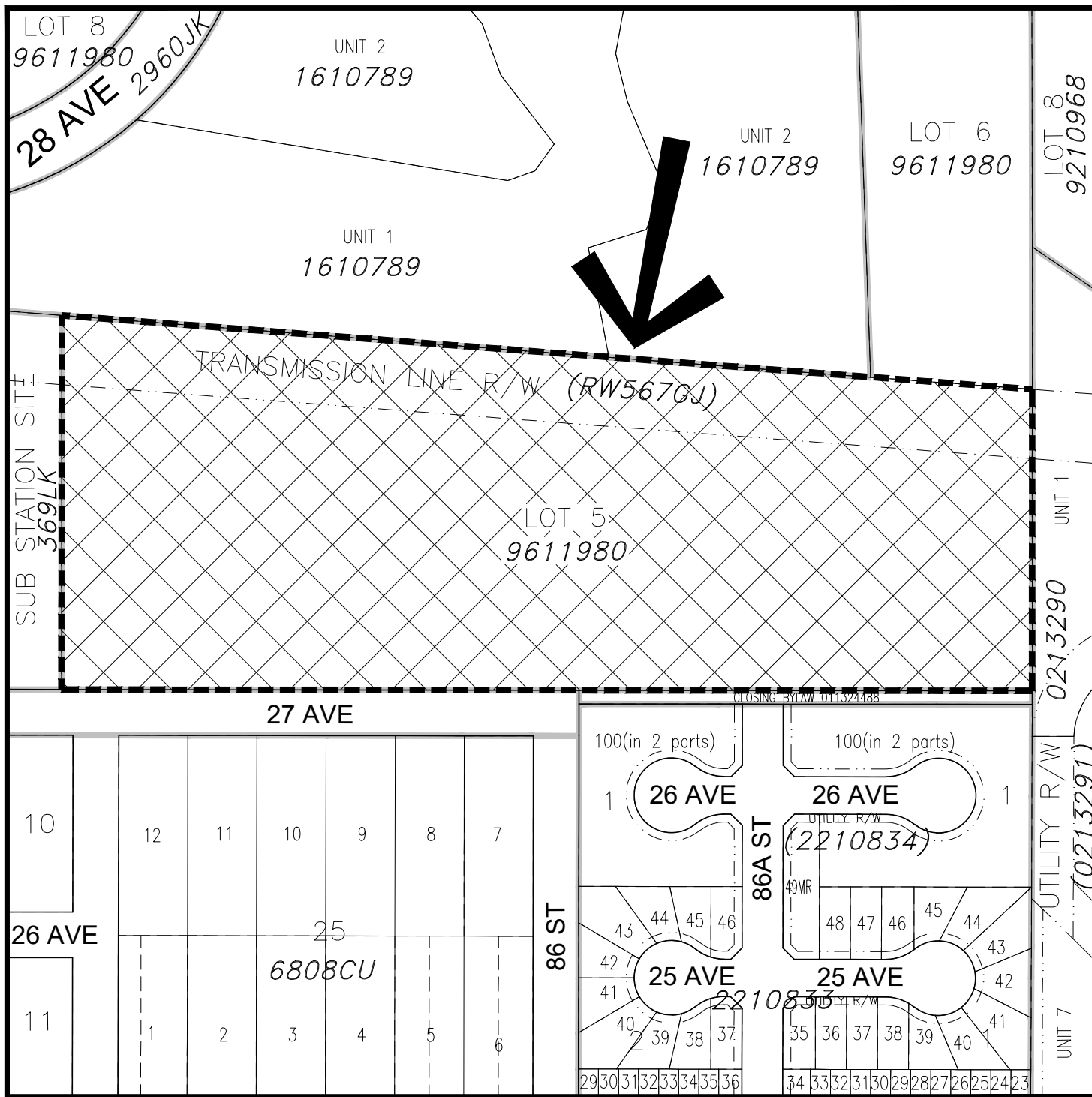
READ a **first** time in council this _____ day of _____, 2024.

READ a **second** time in council this _____ day of _____, 2025.

READ a **third and final** time in council this _____ day of _____, 2025

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Grouped Country Residential GCR-1

TO: Non-Urban Tourism Accommodation and Recreation NUTAR

LOT 5, PLAN 9611980 WITHIN

SW1/4 SEC 16, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: NOVEMBER 18, 2024

Bylaw #: 1211, 2024

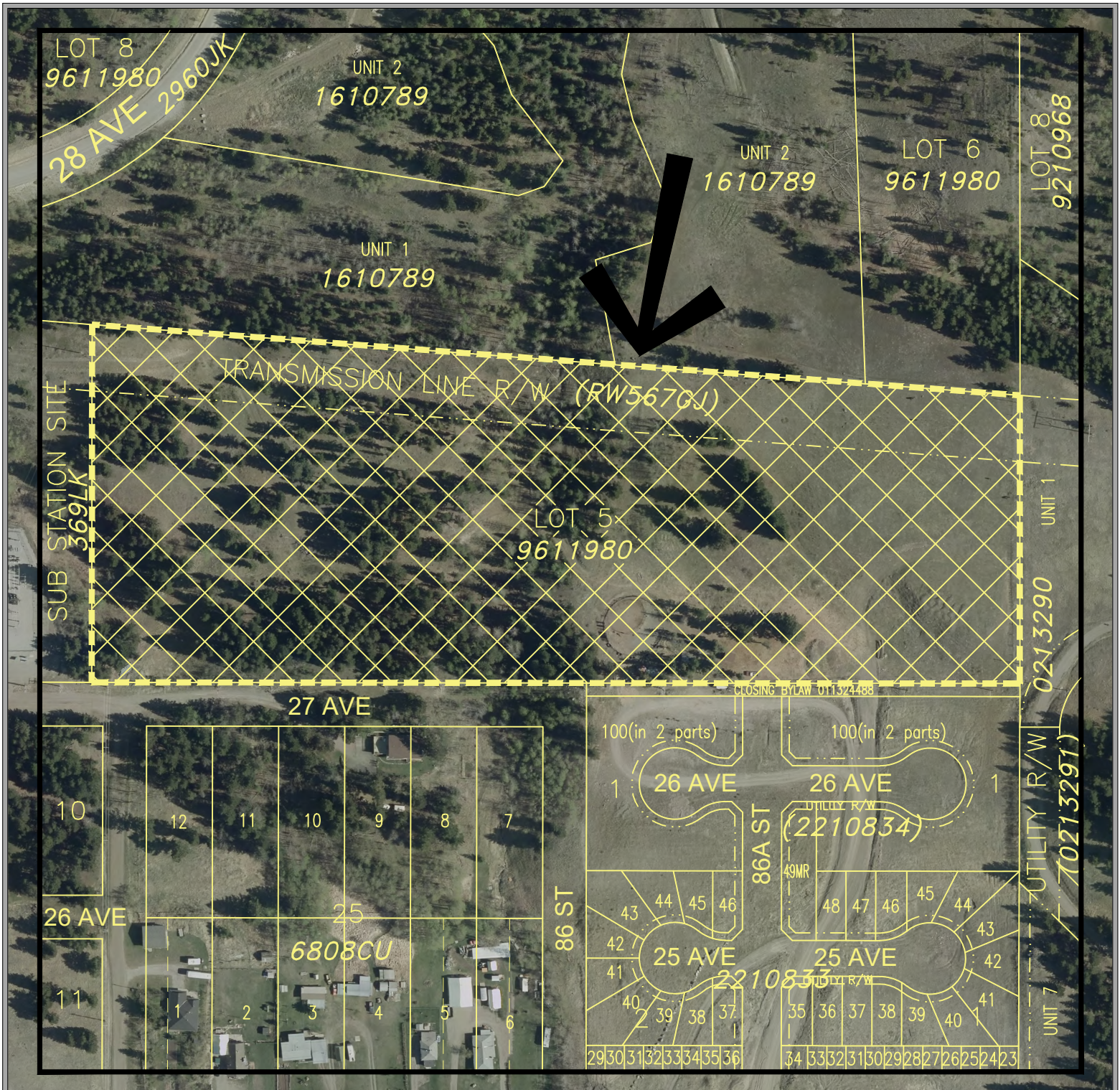
Date: _____



0 Metres 50 100 150 200



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Aerial Photo Date: May 19, 2021



FROM: Grouped Country Residential GCR-1

TO: Non-Urban Tourism Accommodation and Recreation NUTAR

LOT 5, PLAN 9611980 WITHIN

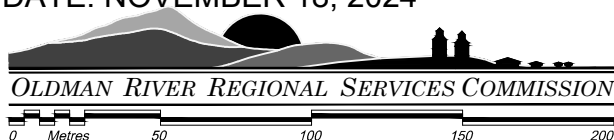
SW1/4 SEC 16, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: NOVEMBER 18, 2024

Bylaw #: 1211, 2024

Date: _____



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



Box 600
Crowsnest Pass, Alberta,
T0K 0E0
Phone: 403-562-8833
Fax: 403-563-5474

Notice of Decision

This is not a Development Permit

Application No.	DP2025-084
Roll No.	1158605
Application Complete:	June 12, 2025
Notice of Decision:	July 24, 2025
Appeal Period Expires:	August 14, 2025

Approving Authority: Municipal Planning Commission

Land Use District: Grouped Country Residential - GCR-1

Civic Address: N/A, Coleman

Legal Land Description: Lot 5 Block N/A Plan 9611980

Proposed Development: For the Comprehensive Site Development Plan (CSDP dated June 5th, 2025) on Lot 5, Block N/A, Plan 9611980;

and

For "Tourism Accommodation, Large" (Resort Accommodation) (discretionary use) in Phase 1 containing:

- (a) 60 cabins (plus or minus 3)
 - (b) One shed up to 18.6m² per each cabin rental site
 - (c) The development of signage inside the resort
 - (d) A screening fence up to 1.8m in height along the south and east boundaries of the Phase 1 development.
-

Dear Sir or Madam:

Please be advised that the **Development Permit application DP2025-084 was approved** subject to the following conditions:

1. The Development Permit approved in this Notice of Decision shall not be issued and shall be of no effect, and construction / placement of the development shall not commence, until all "Prior to Issuance Conditions" stated in this Notice of Decision have been met or fulfilled.
2. This Notice of Decision shall remain effective for a period of six (6) months and shall then expire and be deemed null and void unless the applicant or landowner (proponent of the proposed development) to whom the Notice of Decision was issued continues to collaborate with the

Development Authority to satisfy or complete the “Prior to Issuance Conditions” and, if required, an extension is approved by the Development Authority.

Prior to Issuance Conditions (these conditions are to be satisfied prior to issuance of a development permit and will only form part of the Notice of Decision and not part of the formal development permit issued however, the development permit shall be of no effect until these conditions have been satisfied)

3. An appeal period of twenty-one (21) days from the date of the Development Authority’s Notice of Decision applies, and if any appeals are submitted the development permit shall not be issued until such appeals are dealt with by the Subdivision and Development Appeal Board or the Land and Property Rights Tribunal, as may be applicable.
4. The applicant / landowner shall provide:
 - (a) a landscaping plan pursuant to Land Use Bylaw Schedule 4, section 42.3 (b) (ii) (B) and the Development Officer’s satisfaction, and
 - (b) a \$5,000 security deposit refundable after the implementation and completion of the landscaping plan at the completion of development in Phase 1 (see condition #10).
5. The landowner shall provide a \$5,000 security deposit that will be refunded once a fence and/or screening along the south and east boundary of Phase 1 are completed to the Development Officer’s satisfaction (refer to condition #11 below).
6. The Developer shall update the Comprehensive Site Development Plan text and maps to remove all references to the Emergency Exit on 27 Ave, to the Development Officer’s satisfaction.
7. The Developer shall update the Comprehensive Site Development Plan text to demonstrate how conditions 12, 20, 21, 22, 23, 24, 26, and 27 in this development permit shall be incorporated and compliance therewith ensured, to the Development Officer’s satisfaction.

Time Specific Conditions After Issuance (deadline for enforcement or for the validity of the development permit)

8. Prior to the start of construction in Phase 1:
 - (a) the applicant / landowner shall negotiate an access easement with the Municipality to cross the 6.0m wide strip of Municipal property to gain access into the subject property from 86A Street, and shall comply with the terms and conditions of such access easement. Failure to obtain the easement agreement from the Municipality shall require that the applicant / landowner revise the Comprehensive Site Development Plan to provide the main access from 27 Avenue through a revision to the development permit application. This will require that a new condition is added to the development permit to require that the applicant / landowner shall enter into and comply with the terms and conditions of a Development Agreement with the Municipality pursuant to s. 650 of the Municipal Government Act to upgrade 27 Avenue (and possibly 85 Street) to Municipal standards at no cost to the Municipality, to the Development Officer’s satisfaction.
 - (b) The applicant / landowner shall provide to the Development Officer a Traffic Impact Assessment or Intersection Assessment for Phase 1 of the proposed development prepared by a professional engineer to the satisfaction of Alberta Transportation and Economic Corridors and the Development Officer, and where road and traffic signals upgrades to Highway 40 or municipal roads are required in the recommendations of the study, the landowner shall enter into and comply with the terms and conditions of a Development Agreement with the Municipality pursuant to s. 650 of the Municipal Government Act to complete the upgrades at no cost to the Municipality.
 - (c) The applicant / landowner shall enter into and comply with the terms and conditions of a Development Agreement with the Municipality pursuant to s. 650 of the Municipal Government

Act to provide public water and wastewater infrastructure from 83 Street and/or 85 Street to the boundary of the subject property to service the subject property, and in a public easement through the subject property to facilitate the future servicing of properties adjacent to the north (Plan 1610789) and south (Lot 100, Block 1, Plan 2210833) of the subject property, at no cost to the Municipality and to the satisfaction of the Development Officer. Such an agreement may include an “Endeavour to Assist” from the Municipality to assist the applicant / landowner to obtain refunds from the said adjacent landowners for a portion of the cost of these public infrastructure improvements.

- (d) The applicant / landowner shall enter into and comply with the terms and conditions of a Development Agreement with the Municipality pursuant to s. 650 of the Municipal Government Act, or alternatively obtain another form of approval satisfactory to the Municipality (e.g. permission to undertake work in a road allowance), to undertake required improvements in the road allowance of 27 Avenue regarding stormwater management infrastructure, at no cost to the Municipality and to the satisfaction of the Development Officer.
- 9. Prior to the start of construction of the cabins on sites 15, 16, 28, 29, 42, and 58 in Phase 1, and prior to the construction or use of visitor parking within the AltaLink Right-of-Way registered as RW567GJ, the applicant / landowner shall demonstrate to the satisfaction of the Development Officer that:
 - (a) they have complied with any and all requirements from AltaLink relative to building setbacks and building heights relative to the AltaLink Right-of-Way registered as RW567GJ; and
 - (b) that they have complied with any and all requirements from AltaLink relative to visitor parking under the powerlines.
 - 10. The applicant / landowner shall complete the landscaping plan within 30 days after the completion of development in Phase 1, to the Development Officer’s satisfaction. Failure to comply with this condition will result in the forfeiture of the security deposit (condition #4) and enforcement action.
 - 11. The landowner shall provide a 1.8m high screening fence along the south and east property boundaries of the Phase 1 Development, to the Development Officer’s satisfaction. The purpose of the fence screen the resort from public view, and provide separation between land uses pursuant to the Land Use Bylaw, Administration, section 19, The separation buffer / fence shall be completed to the satisfaction of the Development Officer by **September 30, 2027**. Failure to comply with this condition will result in forfeiture of the security deposit (condition #5) and enforcement action.
 - 12. The cabin rental sites shall be identified with a physical site number or other suitable identification system to the Development Officer’s satisfaction with an overall map provided at the entrance to the development and a copy submitted to the Development Office prior to submitting safety code applications.
 - 13. The applicant or landowner shall commence the approved development and carry it out with reasonable diligence, in the opinion of the Development Officer, within 12 months from the date of issuance of the development permit and/or within the specific timelines and by the specific deadlines stated in this development permit, otherwise the permit shall be deemed to be null and void (for this purpose, “commence” may include commencing the installation of municipal water and wastewater infrastructure, the commencing of private roads and utility installations, or obtaining a building permit under the Safety Codes Act).
 - 14. When a development permit involves construction, the applicant or landowner shall complete exterior work to the Development Officer’s satisfaction within 36 months after the date of the issuance of the development permit (regardless of the date of issuance of a building permit under the safety Codes Act or the date of the start of construction) and / or within the specific timelines and by

the specific deadlines stated in this development permit, otherwise the applicant or landowner shall be deemed to be in contravention of the development permit conditions.

15. The landowner or applicant shall confirm permitting requirements for the proposed building / structure with the discipline specific Safety Codes Officer, and shall provide to the Development Officer copies of Safety Codes permit applications (Building, Electrical, Gas, Plumbing) when the same are made or copies of Safety Codes permits issued immediately upon issuance to demonstrate that such applications or permits are consistent with the development permit issued for the proposed development.
16. Prior to commencing with the development of Phase 2 the applicant / landowner shall make a new development permit application for a revised Comprehensive Site Development Plan (including a revised site plan) with an update to the Traffic Impact Assessment to assess the traffic impact of the additional development proposed in Phase 2.

Conditions of a Continuing Nature (Permanent Conditions)

17. The applicant or landowner shall ensure that the development complies with and is carried out and completed in its entirety in accordance with the attached approved Comprehensive Site Development Plan dated June 05th, 2025 and the development standards in the Land Use Bylaw 1165, 2023:

Tourism Accommodation, Large - Resort Accommodation (Cabin Sites)	Standard Proposed in the CSDP
Yard Setbacks from East and South property boundaries	As approved by the Development Authority in the CSDP. Minimum setback from East and South property boundaries - 6.7m for Cabins and 1.5m for Sheds.
Building Height (maximum)	<ul style="list-style-type: none"> • 7.92m (26ft) no walkout basement • 10.99m (36ft) walkout basement Subject to confirmation that AltaLink requirements have been complied with.
Parking Requirements	2 stalls per cabin plus designated visitor parking in the amount of 1 stall for every 2.5 cabins. Parking for the entire resort shall be accommodated on-site and parking shall not be allowed to spill over into the driving aisles or public roads.

18. Any changes to the development from what is approved in the attached Comprehensive Site Development Plan dated June 05th, 2025 and this development permit DP2025-084 shall require that the landowner shall submit a new development permit application.
19. The applicant/landowner shall follow and implement the recommendations of the Geotechnical Investigation by J Lobbezoo Engineering & Consulting Services Ltd. dated August 2024.
20. The landowner shall not allow Recreational Vehicles on the property.

21. The landowner and/or the applicant shall ensure that there is only one rental unit and/or rental/lease agreement per cabin site, and that any cabin site is not sub-rented or sub-leased by or to a third party.
22. The landowner and/or the applicant shall ensure that none of the cabins contain a secondary suite (i.e. each cabin shall have only one kitchen).
23. The landowner shall ensure that renters/lessees do not undertake any development or any work on any part of the subject property that is contrary to or in addition to the principle and accessory buildings, the cabin design, and the site layout that are approved in this development permit and the Comprehensive Site Development Plan.
24. The landowner shall include in the lease agreements for the cabins conditions to require compliance with the following conditions in this development permit: conditions 12, 20, 21, 22, 23, 26, and 27, and the landowner shall provide a copy of a lease agreement to the Development Officer to demonstrate compliance with this condition.
25. All private on-site roads shall meet relevant Alberta Building Code, Alberta Fire Code, National Fire Protection Association and Transportation Association of Canada standards / guidelines to accommodate two-way traffic, including emergency vehicle requirements, or provide an alternative design for one-way traffic where two-way traffic cannot be accommodated. The Landowner shall construct and maintain roads as per the Comprehensive Site Development Plan.
26. The resort private roads shall be maintained for the unobstructed passage of emergency vehicles at all times. No parking of resort user or visitor vehicles shall be allowed within the driving aisles of the roads. Vehicles parked on individual cabin sites shall not overhang into the driving aisles.
27. The applicant / landowner is responsible to maintain a fire safety plan and an emergency response plan as part of best practices in the resort industry, and to keep the Fire Chief apprised of any amendments to these plans.
28. The Developer and/or the Landowner shall ensure that any changes to the lot grading maintains positive drainage directing the flow of all surface stormwater away from building foundations towards adjacent streets and lanes without adversely affecting (e.g. erosion, flooding) adjacent properties, roads, lanes, public property, or public infrastructure, including where applicable in such a manner that the post-development rate and volume of surface stormwater drainage from the subject property do not exceed the pre-development rate and volume of surface stormwater drainage. Should retaining walls be required as part of the stormwater drainage system, additional development permits are required, and construction shall be completed by the landowner at no cost to the municipality.
29. The Land Use Bylaw 1165, 2023, as amended, contains development standards and regulations that apply to this development permit and for which the landowner is responsible to comply with, at no cost to the Municipality of Crowsnest Pass. These regulations address matters relating to many aspects of the approved development or use e.g., access to the property, lines of sight, public safety setbacks, parking requirements, lot grading, maintaining positive drainage towards abutting roads and/or lanes, outdoor storage, etc. It is the Landowner's and/or Applicant's responsibility to ensure that they are fully aware of and comply with all the applicable development standards and regulations in the Land Use Bylaw that may apply to the proposed development or use. Please contact the Municipality's Department of Development, Engineering & Operations for assistance if required.
30. When construction is involved for a development approved under this development permit, the landowner and/or the applicant to whom this development permit was issued and their successors in title, are responsible to, and shall ensure that the location of the building(s) relative to the subject

property boundaries (i.e. approved yard setbacks, including variances if any), as approved in the attached site plan, and relative to easements on the subject property, is staked out by either an Alberta Land Surveyor, a professional engineer (see definition), or another certified agent, prior to the pouring of building foundations. At any time during or after construction, the Development Officer may require that the landowner of the subject property provide the stake-out, a survey and/or a survey drawing (or a Real Property Report) of the subject property and/or the building footprint relative to the subject property boundaries and easements, at no cost to the Municipality.

31. Failure to comply with any one or more of the conditions listed in this development permit either by a specified deadline or at any time throughout the lifetime of the development permit, as may be applicable, or implementation of the development contrary to the approved site plan and/or approved variances, shall result in enforcement through a Stop Order and corresponding fees, rates, charges, or fines pursuant to the Municipality's Fees, Rates and Charges Bylaw in effect at the time of the non-compliance.

Important Information & Notes:

- a) It is the responsibility of the landowner, including successors in title, to comply with the conditions imposed on this development permit.
- b) The issuance of a Development Permit indicates only that the development to which the Development Permit relates is authorized in accordance with the provisions of the Municipality of Crowsnest Pass Land Use Bylaw and does not in any way relieve or excuse the Landowner and/or the Development Permit holder from obtaining any other permit (including authorization to modify a wetland, safety codes permits e.g. building, electrical, gas, plumbing, Historical Resources Act approval, Highways Development and Protection Act, etc.), license, or other authorization required by any Federal or Provincial Act or regulation, or under any Bylaw of the Municipality (e.g. a business license), or complying with the conditions of any easement, covenant, agreement, or other instrument affecting the building or land. The Landowner and/or the Applicant is responsible to ensure compliance with these matters, at the sole risk and responsibility of the Applicant/property owner to the exoneration of the Municipality of Crowsnest Pass from any liability related to these matters, and at no cost to the Municipality of Crowsnest Pass. The applicable requirements may include the following:
 - (i) An application under the Historical Resources Act via the Online Permitting and Clearance (OPaC) process (<https://www.alberta.ca/online-permitting-clearance>) to the Historic Resources Management Branch of Alberta Arts, Culture, and Status of Women, and compliance with any requirements, terms, and conditions of such clearance.
 - (ii) Permission from AltaLink for the portions of the proposed development that is within the Right-of-Way registered as RW567GJ.
- c) The Applicant/property owner is responsible for the following aspects as may be applicable to this development permit, at the sole risk and responsibility of the Applicant/property owner to the exoneration of the Municipality of Crowsnest Pass from any liability related to these matters, and at no cost to the Municipality of Crowsnest Pass:
 - (i) Determining the legal property boundaries and any applicable easements through a survey by an Alberta Land Surveyor before foundations are excavated or poured and before construction proceeds above ground level.
 - (ii) Ensuring that any structures approved under this Development Permit are constructed such that they are correctly set back from the property boundaries in compliance with the front, rear, and side yard setbacks approved in this Development Permit. The landowner should consult an Alberta Land Surveyor for this purpose.
 - (iii) Ensuring that the development and the associated excavation and/or construction activity approved under this Development Permit shall not disturb, affect, or alter conditions of all utilities and appurtenances, drainage rights-of-way, utility rights-of-way, access rights-of-way, and any easements as they may exist, over, under, or through the Lands. The landowner should consult a professional engineer and/or an Alberta Land Surveyor and/or the relevant utility company / utility owner for this purpose.
 - (iv) Ensuring that the development and/or any associated structures and/or the associated excavation and/or construction activity approved under this Development Permit is undertaken in a manner that does not cause or result in a public safety risk or concern, or a nuisance, disturbance, or damage to adjacent properties and/or roads, lanes, or other municipal infrastructure. The landowner should consult a legal professional, a professional engineer and/or an Alberta Land Surveyor for this purpose.

- (v) Ensuring that all equipment, waste bins, portable toilets, building materials, and excavation stockpiles associated with construction activity approved under this development permit are placed within the subject property boundaries, and that where such items must encroach onto adjacent private property and/or adjacent boulevards, sidewalks, streets and /or lanes, that the adjacent landowner's consent has been obtained and/or that the Municipality has authorized such encroachment through a hoarding permit under the Traffic Bylaw (please contact the Manager of Transportation or a Community Peace Officer).
 - (vi) Making suitable arrangements with utility companies for the provision of all services and/or necessary easements for utility rights-of-way.
 - (vii) Notifying Utility Safety Partners (Alberta 1st Call) at <https://utilitiesafety.ca/wheres-the-line/submit-a-locate-request/> or 1-800-242-3447 to arrange for field location of buried utilities prior to excavation for the proposed development.
 - (viii) Ensuring that permanent structures are located outside the 1:100-year flood plain of any water body. The landowner should consult a wetland assessment practitioner and/or an Alberta Land Surveyor for this purpose.
 - (ix) Ensuring that construction activity approved under this Development Permit does not result in the modification of a wetland without provincial approval. The landowner should consult a wetland assessment practitioner for this purpose.
 - (x) Ensuring that foundation and drainage systems on a property with an effective grade / slope of greater than 15% are designed in accordance with the recommendations in a slope stability assessment and/or a grading plan / stormwater management plan, as may be applicable, prepared by a professional engineer, and that the same are constructed under the supervision of a professional engineer, to protect the bank from erosion and to ensure slope stability.
 - (xi) Ensuring that a 2-meter separation is provided between the water table and footings for the buildings. The landowner should consult a professional engineer for this purpose.
 - (xii) Ensuring that sub-surface conditions are suitable for the proposed construction and, where necessary, that foundations have been designed by a professional engineer.
 - (xiii) Ensuring that the property is graded in such a manner that positive drainage directing the flow of all surface stormwater away from building foundations towards adjacent streets and lanes is maintained without adversely affecting (e.g. erosion, flooding) adjacent properties, roads, lanes, public property, or public infrastructure, including where applicable in such a manner that the post-development rate and volume of surface stormwater drainage from the subject property do not exceed the pre-development rate and volume of surface stormwater drainage. Should retaining walls be required as part of the stormwater drainage system, additional development permits are required, and construction shall be completed by the landowner at no cost to the municipality. Where an approved grading plan or stormwater management plan exists, the property must be graded (finished grade) in accordance with the grading plan or stormwater management plan. The landowner should consult a professional engineer and an Alberta Land Surveyor for this purpose.
 - (xiv) Being aware of FireSmart Regulations including the Municipality's FireSmart Bylaw and Safety Codes Permit Bylaw as may be applicable.
 - (xv) This document does not provide permission to commence a use, start construction or occupy a building (as may be applicable). It is the owner's responsibility to ensure that all development permit conditions have been satisfied, and other applicable permits are applied for and issued before commencing construction, and that construction is inspected and permits closed, before occupancy. It is the responsibility of the owner or owner's agent to make an application to the Municipality for an Occupancy and Completion Certificate prior to taking occupancy.
- d) As part of the development permit review the Development Officer considered the following items, and relevant conditions were imposed on the development permit as deemed applicable:

Lot (m ²)	63,643.38	Provincial Historic Resource Value (Archaeology)	4a
Abandoned Gas Wells	N/A	Abandoned Coal Mines	N/A
Gas well	N/A	Provincial Historic Designation	N/A
Transportation & Economic Corridor (direct access or structure within 40 m of Hwy 3 / 40)	N/A	Historic Commercial Areas Overlay District	N/A
Hydrography through parcel	Map in File	Municipal Historic Resource Designation / MCNP Heritage Inventory	N/A
High Pressure Gas Main	N/A	Historic Resource Designation by Bylaw	N/A

Contours – Steep Grade	Map In File	Coleman National Historic Site	N/A
Area Structure Plan	N. Coleman	Areas of Potential Environmental Concern Overlay District / Lagoon	N/A
Cadastral – URW on parcel	Yes	Wetlands	N/A
Flood Hazard	N/A	3m/ 6m lane	N/A

Right to Appeal

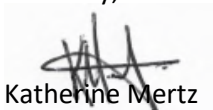
This decision may be appealed within 21 days after the notice of decision. You may file an appeal with the required appeal fee by the appeal deadline. THE LAND AND PROPERTY RIGHTS TRIBUNAL has jurisdiction to hear an appeal of the Development Authority's decision on this development permit.

Land and Property Rights Tribunal:

Visit <https://www.alberta.ca/subdivision-appeals.aspx> for more information.

If you have any questions regarding the development permit, please contact the undersigned at development@crownsnestpass.com or make an appointment by calling (403) 562-8833.

Sincerely,



Katherine Mertz
Development Officer

Comprehensive Site Development Plan- Rev 4.0
July 14th, 2025
Lot 5 Plan 9611980 Phase I
Coleman AB.

Non-Urban Tourism Accommodations and Recreation Bylaw 1211, 2024

1.0 Introduction

This property is a 15.7 acre development being rezoned to NUTAR district and is located on the northern slopes of Coleman, directly north of the Aurora development and 27th ave. The east portion of this development will be Phase I and the west portion Phase II. Phase I will be accessed from 86A st and Phase II will be accessed from 85 st. and 27th ave. The terrain and shale rock this property has is a significant cost challenge but because of our earthmoving resources and extensive experience working in the mountains for the coal mines we deemed it a viable project. We believe the exceptional mountain views, southern exposure and thoughtful planning to save most of the old growth fir trees will make this a desirable development.

2.0 Phase I

A large north-south ravine divides the property into a natural divide between Phase I & Phase II. This development has easy access to highway 40 and highway 3 making it an ideal to access town services or recreational areas. This unique location with access to municipal services allows the development to be a year around development for both permanent cabin owners on rented sites and vacationers. When Phase 1 is developed we will have:

- approx 60 (plus or minus 3) fully serviced rental sites for onsite built cabins.
- Most sites will be graded to accommodate a developable walk out basement or a 2 car garage
- The main floor of the cabins will be approx 630 sq ft plus plus a loft of varying sizes
- The perimeter set back from the south and east boundary will be 6.7m for the cabins and 1.5m for the garden sheds/green houses. The north boundary set back is restricted by the 100ft Alta Link easement.
- Cabins will be mountain style architecture
- Each site will have a concrete or paved driveway

- Indigenous plants will be used landscape the sites
- Private garbage on site will be provided.

Note: The blue lines with arrows represent drainage and are not lot lines. The dividing lot (rental sites) lines will be finalized as the plans are developed for each site. At this point we are planning for 24 ft wide buildings and 16 ft between cabins. This will give us the option of having some windows on the side of the cabins. Landscaping will be designated according to cabin style creating privacy and complementary to its architecture. Phase 1 will involve cuts and fill of the earth in order to achieve road design and building site grades that will direct all storm drainage from the site to the center ravine. Upon completion of Phase 1, we estimate the total population will be 180.

2.1 Phase II

This CSDP proposes no development in Phase II. When plans are ready for Phase II the landowner will apply for a revision to the CSDP to include Phase II development.

3.0 Design

3.1 Cabin Design

- Each design will reflect a mountain style architecture on a 9ft high foundation with a developable basement or 2 car garage option
- Cabins will be oriented on each lot to maximise the extensive scenic views south and west valley
- Exterior of Cabins will be complementary in colour, complementing natural surroundings as well as neighboring developments
- Driveways will be concrete or paved with 2 car capacity
- Cabin dimensions are 24 ft wide by 26 plus ft deep
- Designs will allow for a maximum height of 26 ft, and 36 ft high on the walkout basement side. This will allow each cabin to maximize space by adding a loft or high vaulted ceilings where desired
- Property perimeter setbacks (south and east property boundaries) will be 6.7m for the cabins and 1.5m for the garden sheds/green houses.
- Proposed average rental site will be 12.2wide by 21m deep

3.2 Roadways and Parking

- The developer has requested from the MCNP to enter into an easement agreement to cross their property from 86a st to Phase I (6 meter wide strip).
- Main vehicle and pedestrian access is 86A St.
- Emergency vehicle and pedestrian access on the utility corridor as shown on plans.
- All internal roadways will be constructed with granular base materials 30cm deep compacted to 98% density of a standard proctor. This standard will allow for future asphalt without upgrading the base. All the roads will be topped with high quality crushed gravel with calcium chloride spray to eliminate dust.
- Interior roads are private roads
- Off-site roads are public roads
- 2 way traffic private roads will have an 8m wide top and the 1 way traffic private roads will have a 4 m wide top. Emergency vehicles will have easy access to any site through this network of roads.
- Speed reduced limits will be posted in key areas of the development in order ensure the safety of its residents.
- Each cabin will have 2 parking stalls and additional visitor parking will be located by bear proof garbage bins on north side of property
- Vehicles will be prohibited from parking on the private roads to ensure barrier free emergency vehicle access
- All vehicle parking will be accommodated within the development, with no parking on municipal road ways
- Phase 2 will follow these standards once developed

3.3 Roadside development permit

- Permit Applied for on May 12, 2025
- Alberta Transportation requires TIA
- The developer will follow the TIA or Intersection Assessment by a professional engineer's recommendations, and where these may involve road and traffic signal upgrades to municipal roads, will enter into a development agreement with MCNP to complete upgrades at no cost to MCNP.

3.4 Alta Link Right of Way

- Alta Link is aware of this proposed project and has received concept drawings
- Alta Link has commented on the drawings and the following changes have been made

- Garbage bins have been removed from under the ROW
 - The storage area in the RW has been removed.
- The Alta Link internal standards for line clearance requirements have been communicated to the developer. The developer will ensure the final design plans will be compliant with these standards.

4.0 Environmental

4.1 Site Slope

- GeoTechnical investigation was conducted by J Lobbezoo Engineering & Consulting Services Ltd. in August 2024. Test holes were dug throughout the property and a report was done for both Phase I and Phase II.
- The results of the geotechnical stability are very favorable.
- The development will have to undergo cuts and fills to achieve acceptable road grades that are no more than 12% (the same as 86a St). After the roads and utilities are constructed there will be significant ongoing excavation as the cabins are being built.
- As the ground is disturbed there is a high risk of sediment and erosion from stormwater. At each of the excavation phases, we will plan for run off sediment catchment so the down hill properties and public roads are not affected and sediments do not enter into the water courses.
- Landscape Design- Because the final road/site design of the property will try to minimize recontouring the site, the general slope of the development will look much like it does now. The landscape plant selection will be appropriate for final erosion control.

4.2 Wild Life

- The applicants understand their responsibility to follow all provincial and federal legislation including legislation pertaining to environmental impact, wildlife and regulations during the construction and operation of above development.

4.3 Effect on surrounding developments

- The applicant is in collaboration with the developer of adjoining development to the south, Aurora and to the future development to the north Sawback Ridge.

Areas of collaboration are, Sanitary Sewer connections, Water connections, StormWater management, traffic and potential emergency access for Sawback.

- The owner of the Aurora and Sawback developments have given a letter of support for this development.

4.4 Off Highway Vehicles

- Use of OHV for joy-riding within the development or accessing adjoining properties will be prohibited through the lease agreement.

4.5 Studies/Clearances

- The applicant is aware their obligations for a Historical Resources Investigation and clearance for both phases 1 and 2

4.6 Fire Smart

The Fire smart Canada guidelines has now been implemented in preparation for this development.

- Clearing of deadfall and underbrush on phase 1 & 2.
- All cabins, including storage sheds will be constructed of materials that reduce and minimize risk of fire according to fire smart Canada home development guide.
- Fire spatial separations shall be in compliance with the latest edition on the Alberta Building Code.

5.0 Services (Water & Sanitary Sewer)

- This development will be serviced from the public water and sewer system from one connection at 86a St, Aurora Phase II. The Aurora Phase II main extensions are planned for 2026 construction. When water metering is required, a meter could be added at this point.

- Phase 1 rental sites will have private water and sewer services. The water services will be ¾ or larger with shut off valves outside the rental site and the sewer services will be 4 inch.
- All services will be connected to private water and sewer mains to be designed by P.Eng
- Private water mains will be connected to private fire hydrants to be located as per engineers best practices recommendations.
- Public water and sewer mains will be designed and built c/w easements in the development private roads to accommodate the Sawback development and Aurora Phase II water loop. The cost recovery of these public utilities to be negotiated after the engineering design is complete and accepted by MCNP.

5.1 Estimated Water Consumption

- 60 Cabins at 180 liters/day or (40 gallons)
- Total volume of 10,800 liters/day or (2,400 gallons)
- Total 7.5 LPM/ 1.67 GPM At full capacity

6.0 Waste storage and removal/ Snow

- Domestic Waste will be handled by a private contractor with animal proof bins on site
- Snow removal will be handled privately and stored on site

7.0 Fence & Lighting

- Solid Perimeter 1.8m high fence/screen will be built of Fir timbers and solid metal panels installed on the south and east boundaries of Phase I.
- A portion of the north boundary will have a 1.8m high chain link fence for resident OHV and boat storage.
- The remainder of the Phase I north boundary (Tiegen-Sawback boundary) will not be fenced until the Sawback development is complete. The grades between the 2 properties will need adjusting and a fencing style and cost agreed upon with the Sawback developer.
- Private Street Lighting within the development roads will consist of modern street lights on appropriate poles.

- All Cabins will have down turned led exterior light to preserve the mountain valley sky

8.0 Signage

- The site plan identified a Phase 1 entrance sign of the south boundary at 86A St. On the east side of the entrance.
- Sign will consist of Development name and address as well as minimal lighting and landscaping. (sign will comply with municipal standards & bylaws)

9.0 Development Phases & Density

9.1 Density

- Total density of phase 1 will be approximately 10 sites per acre or 60 sites per 6 acres
- Estimated occupancy of 3 persons per site
- Total estimated Phase I occupancy of 180 people.

9.2 Usage

While we do not know at this time how the market will respond to these cabins we are projecting

- 50% of the cabins owned by full time residence (on rented sites) with a possible variance of 15%
- 50% of the cabins will be rentals, both long term and short term with a possible variance of 15%

9.3 Permitted Accessory structures

- Subject to the land owner approval, one garden shed and/or greenhouses will be allowed up to 200 sf for each rental site. Accessory buildings over 200 sf are a discretionary use and require a development permit application.

9.4 Ownership

- Each Cabin owner will enter into a long term lease agreement contract with the landowner. The cabin owners renting to short term clients will do on booking requests. The landowner will be responsible for the short term renter's compliance with the development's standards.
- Each site's boundaries will be surveyed and marked and identified in their long term lease for their exclusive use.
- Each site will pay a yearly or monthly lease fee to be determined
- Lot lease will be a long term agreement and will be subject to section 32 of the *Land Titles Act* in Alberta.

9.5 Emergency Response Plan

- The landowner will prepare a tourist industry standard emergency response/evacuation plan and share it with the renters as part of the rental contract.

Appendix A - Overall Plan

Appendix B - Phase 1 Site Plan

Appendix C - Phase 1 Utilities

Appendix D - Phase 1 Rendering SE View

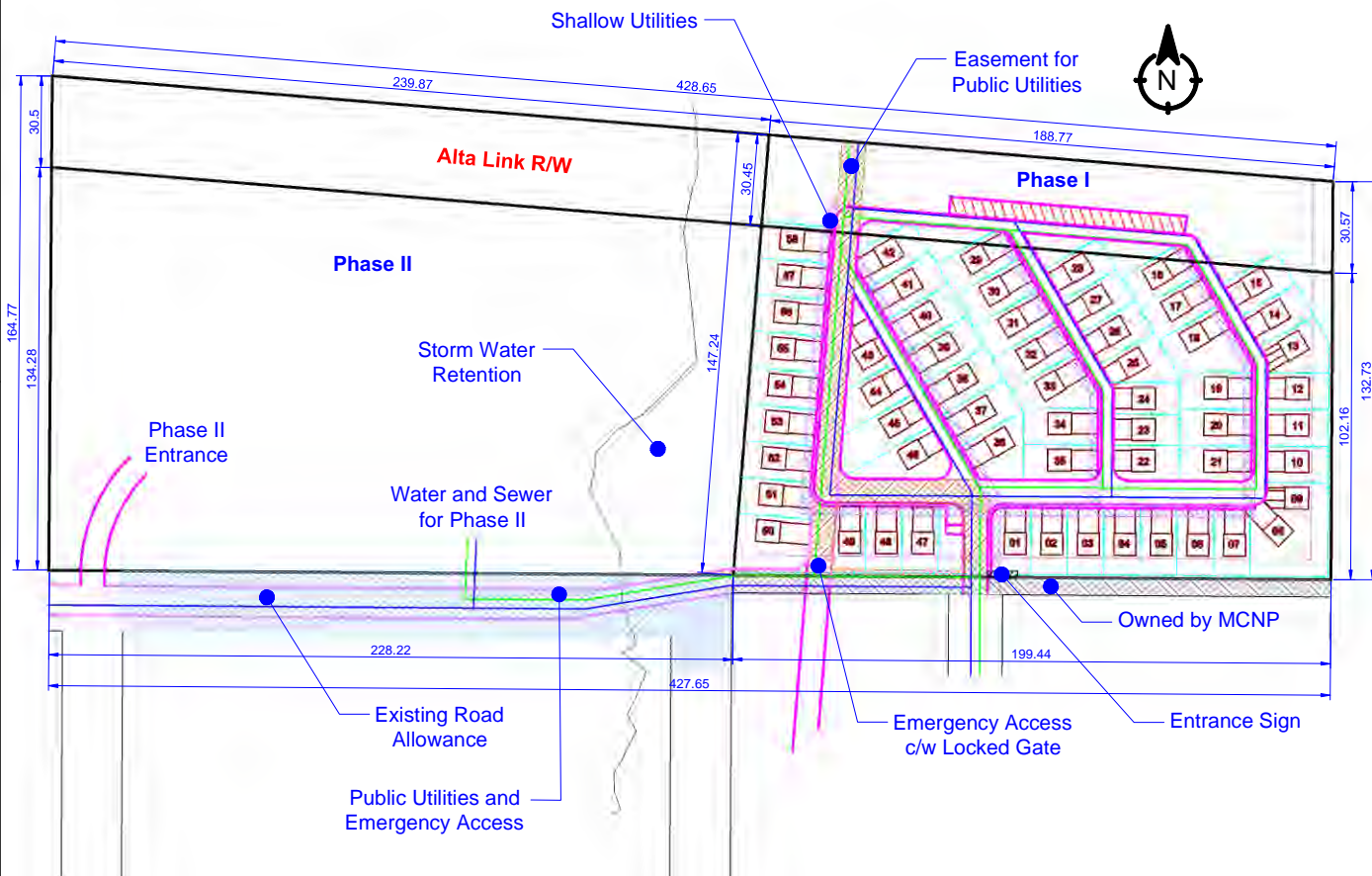
Appendix E - Phase 1 Rendering SW View

Appendix F - Typical Floor Plan for Cabins

Appendix G - ATEC Response

Appendix H - Geotechnical Report

Appendix A - Overall Site Plan



Tiegen Contractors Inc.

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No.	Date	Description

REVISIONS	

Client:

Project:

**Lot 5
Plan 961 1980**

Title:

OVERALL

Scale:	Date:
1:1250	2025/07/02
Drafted by:	Sheet:
ZAC	1
Checked by:	
RT	

Appendix B - Phase 1 Site Plan



Alta Link
R/W

Drainage

Visitor Parking

Bear Proof Waste Containers

Sidewalk

Emergency Access
c/w Locked Gate

Phase I
Entrance

Setback

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No.	Date	Description

REVISIONS

Client:

Project:

Lot 5
Plan 961 1980

Title:
Phase I
SITE PLAN

Scale: 1:600	Date: 2025/07/02
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Drafted by: ZAC	Sheet: 3
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Checked by: RT	135
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Appendix C - Phase 1 Utilities



Alta Link R/W

Shallow Utilities

Visitor Parking

Storm Water Retention

Public Utilities and Emergency Access

Emergency Access c/w Locked Gate

Easement for Public Utilities

Owned by MCNP

Entrance Sign

Bear Proof Waste Containers

Existing Road Allowance

Tiegen Contractors Inc.

PO Box 909
15017 - 13th Avenue
Balmora AB T0K 0E0
Email: ralph.tiegen@shaw.ca
Office: (403) 562-8554
Fax: (403) 562-8553
Cell: (403) 562-8116

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No.	Date	Description
REVISIONS		

Client:

Project:

Lot 5
Plan 961 1980

Title:
**Phase I
UTILITIES**

Scale: 1:700 Date: 2025/07/02

Drafted by: ZAC Sheet: 2

Checked by: RT

Appendix D - Phase 1 Rendering SE View



Tiegen Contractors Inc.
PO Box 909
15017 - 13th Avenue
Baltimore AB T0K 0E0
Email: ralph.tiegen@shaw.ca
Office: (403) 562-8554
Fax: (403) 562-8553
Cell: (403) 562-0116

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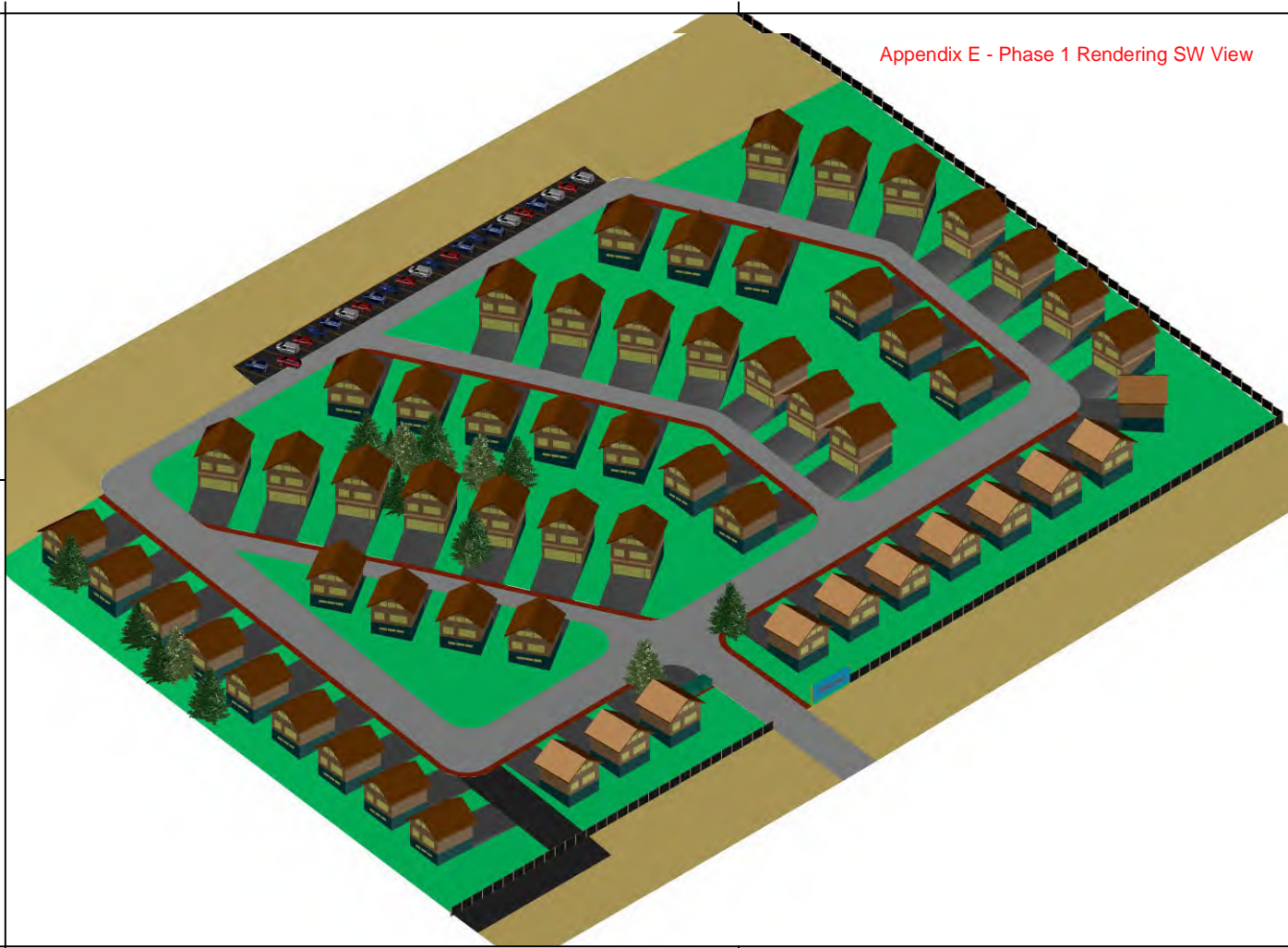
No.	Date	Description
REVISIONS		

Client:

Project:
Lot 5
Plan 961 1980

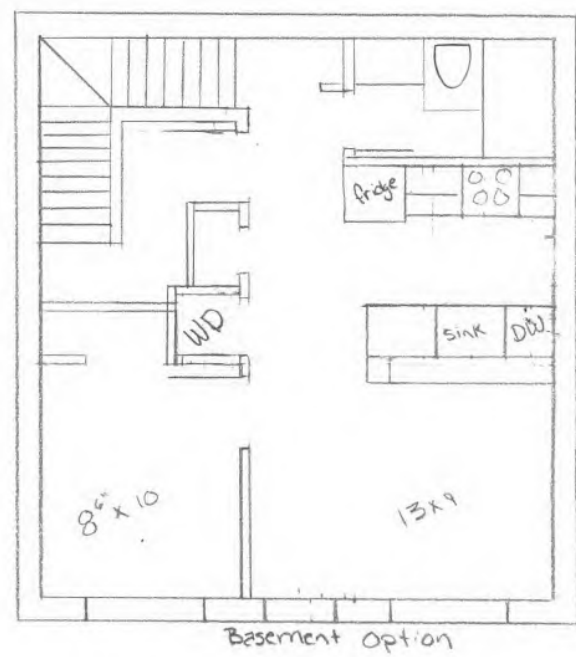
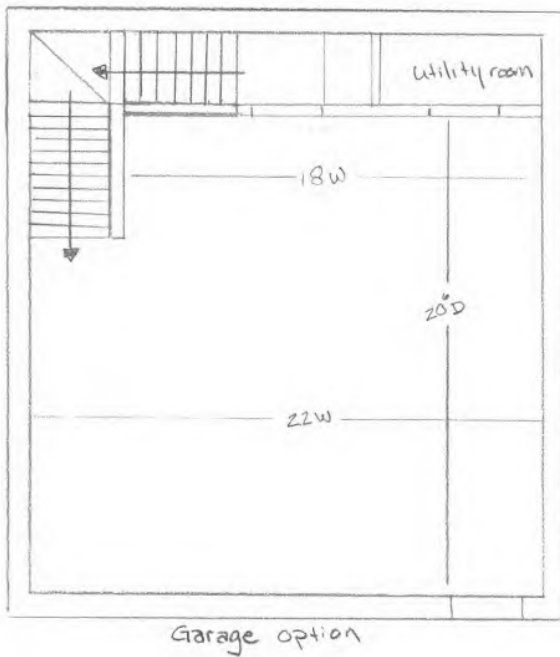
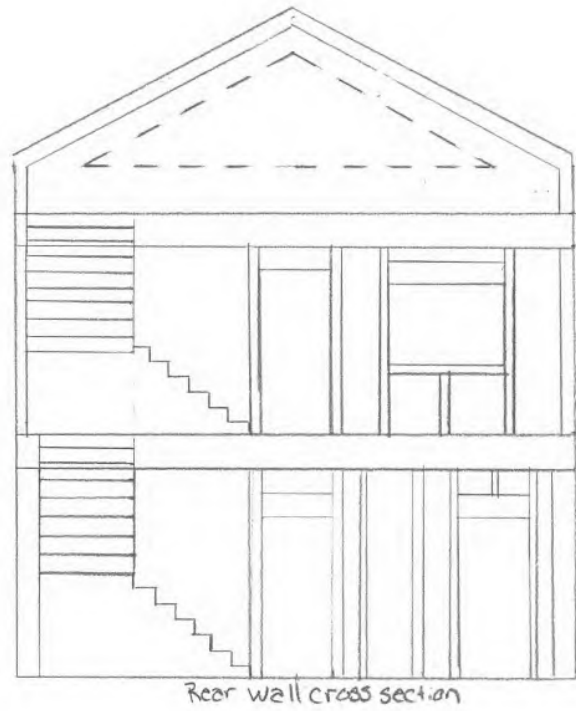
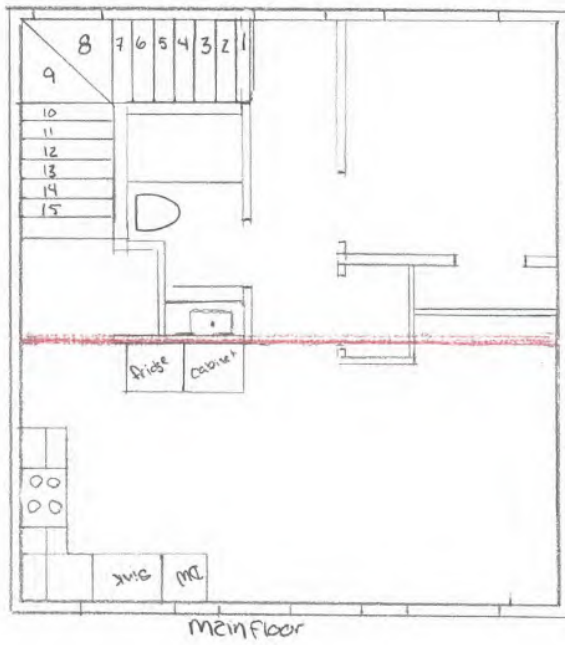
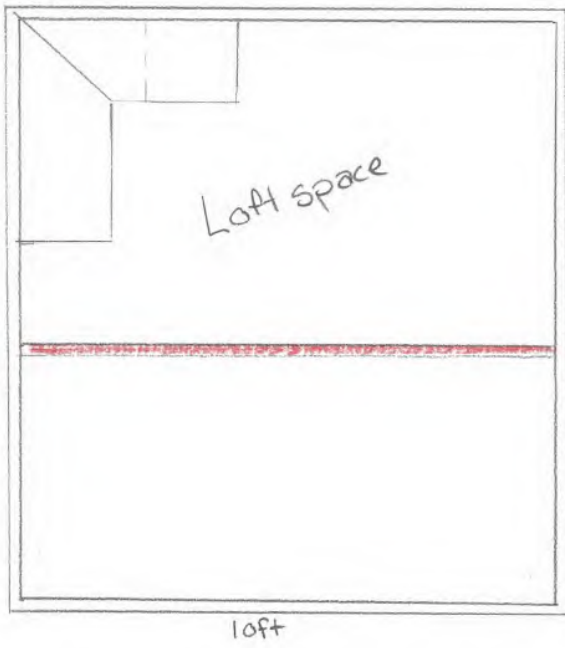
Title:
Phase I
3D

Scale: 1:600	Date: 2025/07/02
Drafted by: ZAC	Sheet: 4F
Checked by: RT	



Appendix E - Phase 1 Rendering SW View

Tiegen Contractors Inc. PO Box 909 15017 - 13th Avenue Baltimore AB T0K 0E0 Email: ralph.tiegen@shaw.ca Office: (403) 562-8554 Fax: (403) 562-8553 Cell: (403) 562-0116																															
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ZAC	4E																														
Checked by:																															
RT																															





Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.b

Subject: Bylaw 1220, 2025 - Road Closure Bylaw - Second and Third Readings

Recommendation: That Council consider second and third readings of Bylaw 1220, 2025.

Executive Summary:

Bylaw 1220, 2025 proposes to close an undeveloped portion of 133 Street, Blairmore for the registration of a certificate of title for residential use.

Relevant Council Direction, Policy or Bylaws:

Section 22 of the Municipal Government Act
Motion 16-2024-07-16

Discussion:

Council passed Motion 16-2024-07-16 to sell the subject road portion. The conditions of sale include that the road must be closed by bylaw and the land must be redesignated for residential development, at no cost to the Municipality.

The purpose of the proposed road closure is to create a parcel for residential development.

The road allowance is unlikely to be developed as a road due to the steep slope. The vacant land is adjacent to an existing residence to the east and a municipal owned parcel with a playground to the west. The surrounding area is predominantly in the Residential R-1 land use district. South of the proposed parcel is the Old Sartoris Staging Area Nuisance Ground on the South Half of LSD 08 – SE¼ 35-7-4-W5M. In the Areas of Potential Environmental Concern Overlay District in the Land Use Bylaw the development setback distance to the buried waste areas on the Old Sartoris Staging Area Nuisance Ground has been varied to 50m or the property line of the Nuisance Ground (whichever is greater), based on environmental investigations and monitoring that have been on-going since 2023, and subject to mitigative measures.

Water and wastewater services are accessible along 15 Avenue and connections will be installed at the

cost of the applicant.

On March 11, 2025 Council gave first reading to Bylaw 1220, 2025, Administration completed the road closure referral procedure, and on April 15, 2025 Council held a public hearing. As part of the referral process, adjacent landowners raised concerns and Fortis Alberta required a Utility Right-Of-Way Agreement which has been signed by the Minister of Transportation and Economic Corridors. Subsequently, Administration submitted a complete road closure package to Alberta Transportation and Economic Corridors. On June 27, 2025 the Minister of Transportation and Economic Corridors signed the bylaw and returned it to the Municipality, and Council can now consider second and third readings.

The completed bylaw will then be sent to the Registrar of Land Titles for registration and final closure of the road, and the issuance of a certificate of land title. The applicant would then be in a position to move forward with the redesignation and development permit applications to complete the purchase.

Analysis of Alternatives:

1. Council may give second and third readings to Bylaw 1220, 2025.
2. Council may defeat Bylaw 1220, 2025.

Financial Impacts:

If the application proceeds, the Municipality will receive \$49,500 for the purchase of the road allowance portion plus GST.

Attachments:

[Signed Bylaw 1220, 2025 by Minister.pdf](#)

[Bylaw 1220, 2025 - Schedule A.pdf](#)

[Bylaw 1220, 2025 -Schedule A Road Closure\(Aerial\).pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1220, 2025
ROAD CLOSURE

BEING a bylaw of the Municipality of Crowsnest Pass for the purpose of closing to public travel and creating title to and disposing of portions of a public roadway in accordance with section 22 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

WHEREAS the lands hereafter described are no longer required for public travel,

AND WHEREAS application has been made to Council to have the roadway closed,

AND WHEREAS the Council of the Municipality of Crowsnest Pass deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads or portions thereof, situated in this bylaw, situated in the said municipality and thereafter creating title to and disposing of same,

AND WHEREAS notice of intention of Council to pass a bylaw has been given in accordance with sections 216.4 and 606 of the Municipal Government Act,

AND WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw,

NOW THEREFORE be it resolved that the Council of the Municipality of Crowsnest Pass in the Province of Alberta does hereby close to public travel and creating titles to and disposing of the following described roadway, subject to rights of access granted by other legislation:

ALL THAT PORTION OF 133 STREET SHOWN AS AREA 'A' ON PLAN _____
CONTAINING 0.125 HECTARES (0.31 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

As illustrated in Schedule 'A', attached to, and forming part of this bylaw.

READ a **first** time in council this 11th day of March 2025.



Blair Painter
Mayor



Patrick Thomas
Chief Administrative Officer

PUBLIC HEARING scheduled for the 15th day of April, 2025 and advertised in the Crowsnest Pass Herald on the 19th and 26th day of March 2025.

APPROVED this 27 day of June, 2025.

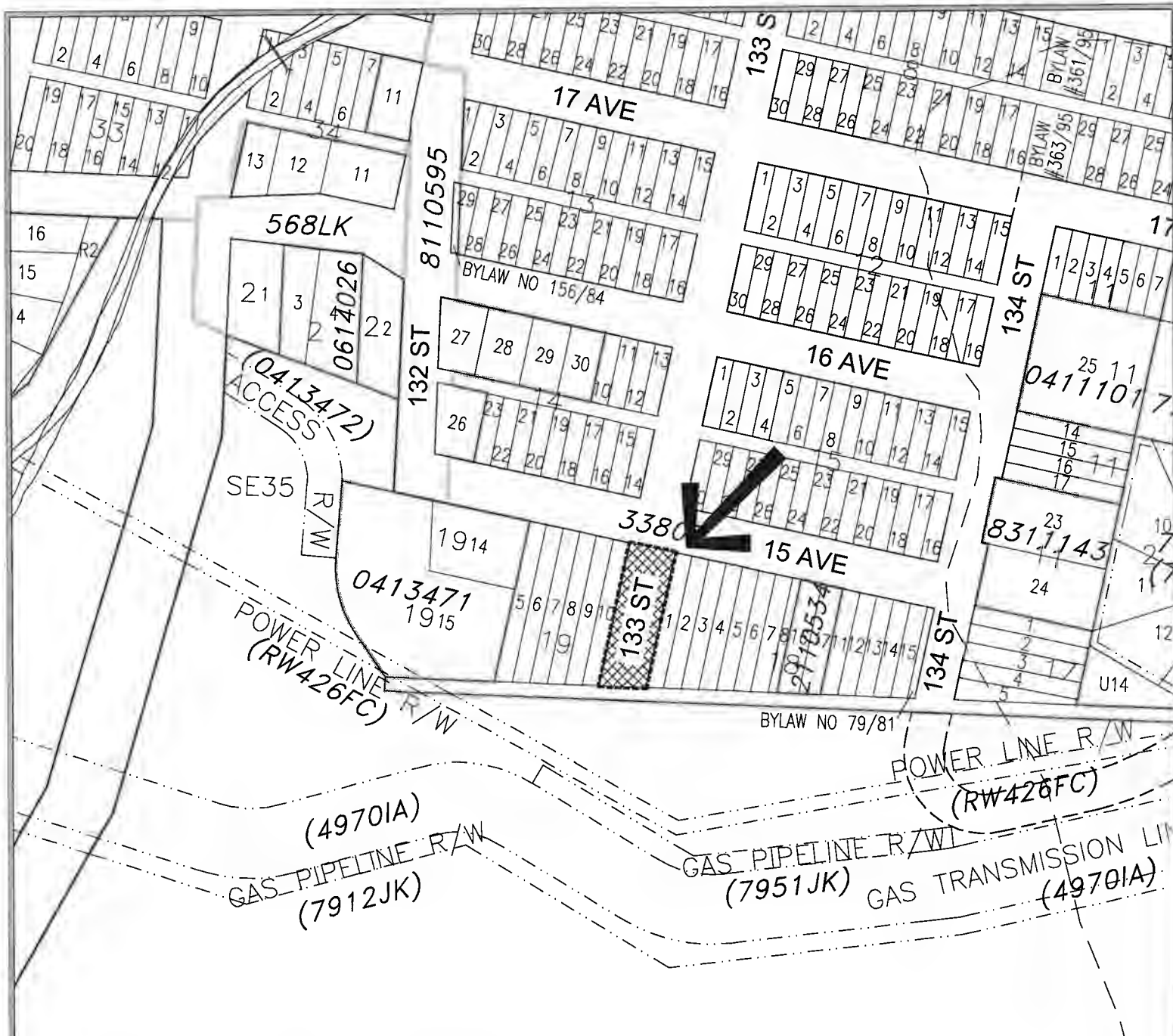

Minister of Transportation and Economic Corridors

READ a **second** time in council this _____ day of _____, 20____.

READ a **third and final** time in council this _____ day of _____, 20____.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



PROPOSED ROAD CLOSURE SCHEDULE 'A'

PLAN _____



AREA 'A'

CONTAINING 0.125 HECTARES (0.31 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

WITHIN SE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)
DATE: FEBRUARY 26, 2025

Bylaw #: 1220, 2025
Date: _____



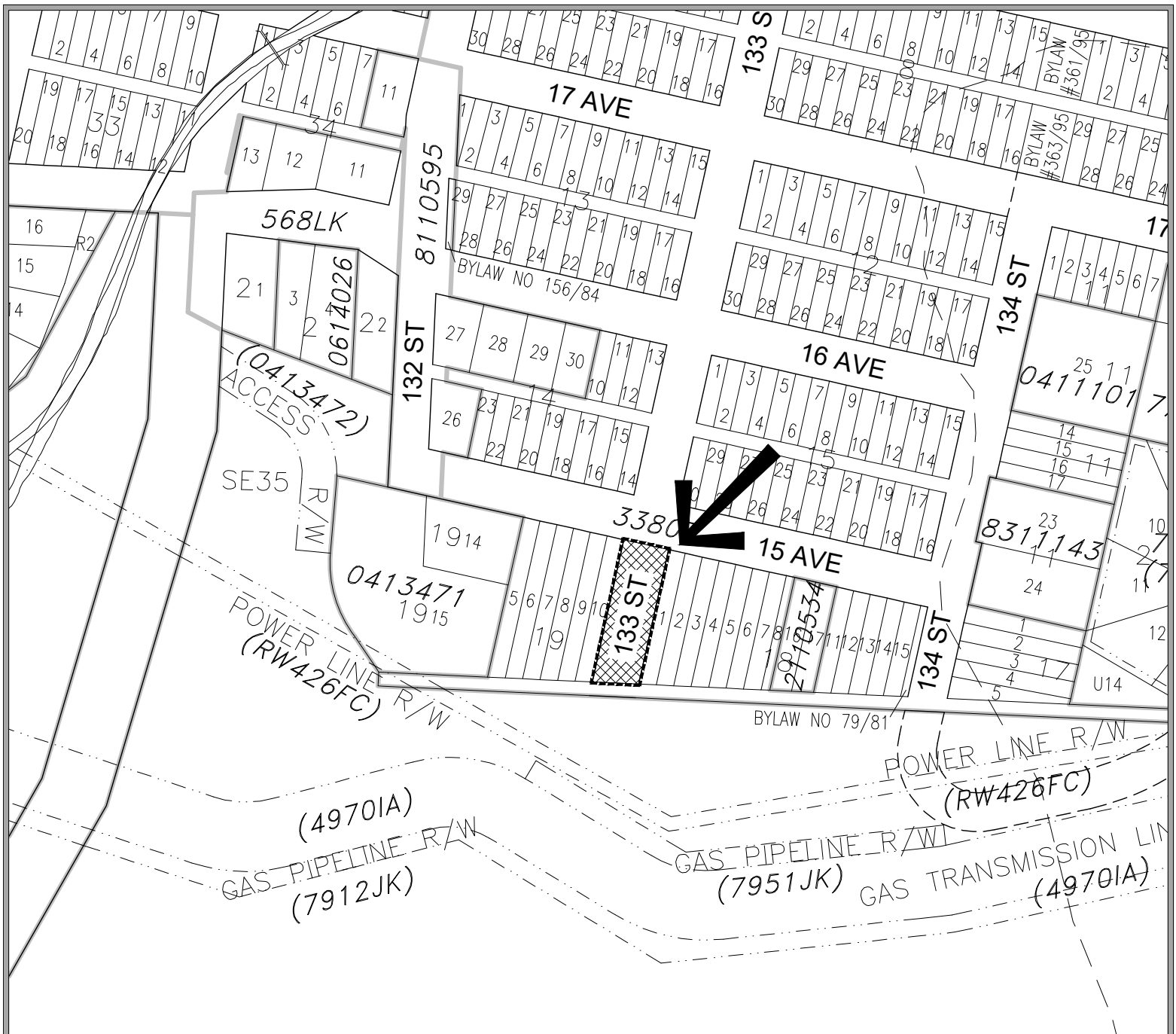
OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



PROPOSED ROAD CLOSURE SCHEDULE 'A'

PLAN _____



AREA 'A'

CONTAINING 0.125 HECTARES (0.31 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

WITHIN SE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)
DATE: FEBRUARY 26, 2025

Bylaw #: 1220, 2025
Date: _____



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TEL. 403-329-1344

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PROPOSED ROAD CLOSURE SCHEDULE 'A'

PLAN _____



AREA 'A'

CONTAINING 0.125 HECTARES (0.31 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

WITHIN SE 1/4 SEC 35, TWP 7, RGE 4, W 5 M
MUNICIPALITY: CROWSNEST PASS (BLAIRMORE)
DATE: FEBRUARY 26, 2025

Bylaw #: 1220, 2025
Date: _____



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3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

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Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.c

Subject: Bylaw 1229, 2025 - Land Use Bylaw Amendment - Redesignate Lot 1, Block C, Plan 0611227 from "Drive-In Commercial - C-2" to "Medium Density Residential - R-2A" - Second and Third Reading

Recommendation: That Council considers the input received at the public hearing before considering second and third readings of Bylaw 1229, 2025.

Executive Summary:

Bylaw 1229, 2025 proposes the redesignation of the subject property for the purpose of providing the landowner the opportunity to make a development permit application for a "Multi-Unit Residential Building not exceeding 3 storeys" (townhouses), which is a discretionary use in the R-2A district, with a non-market / attainable housing component.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)
Municipal Development Plan Bylaw No. 1059, 2020
Land Use Bylaw No. 1165, 2023

Discussion:

- The subject parcel [± 0.55 ha (1.37 acres)] is adjacent to two Retail Commercial C-1 parcels to the east (Servus Credit Union and a vacant parcel owned by the Municipality), a developed Medium Density Residential R-2A parcel to the north, a developed bareland condominium property in the R-2A district to the west (the Ironstone Lookout townhouses), several developed and undeveloped Grouped Country Residential GCR-1 parcels in the Wood Haven subdivision to the north, and Highway 3 to the south, with Non-Urban Area NUA-1 lands south of the Highway.
- The subject parcel has access from Ironstone Drive.
- The purpose of the redesignation is to facilitate the development of Multi-Unit Residential Buildings (townhouse units), with 15-25% of the units designated for the non-market / attainable housing category for 10-years. The mechanism for ensuring this segment of the development is unknown.
- A revised concept plan and concept elevation rendering are attached **for illustration purposes**

only.

The Municipal Development Plan Chapter 4 Goals and Policies, Section 2:

"The Municipality of Crowsnest Pass is home to a diverse population and with economic changes on the horizon the municipality is poised to attract new residents. Historically, housing within Crowsnest Pass was made up of modest, smaller homes accommodating mining families. Today the majority of housing in the municipality is still single detached dwellings. To support existing residents and a growing population, the future of housing in the Municipality will include a range of affordable, innovative residential choices".

Analysis of Alternatives:

1. Council may give second and third readings of Bylaw 1229, 2025.
2. If additional information is required by Council and/or amendments to the bylaw are proposed by Council prior to second reading, Council may postpone second reading of Bylaw 1229, 2025 and provide further direction to Administration, or Council may make the revisions to the bylaw that Council deem appropriate, before second reading.
3. Council may defeat Bylaw 1229, 2025.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1229, 2025.docx](#)

[Bylaw 1229 2025 - Schedule A.pdf](#)

[Bylaw 1229, 2025 - Schedule A Aerial Photo.pdf](#)

[NEW Site Plan.pdf](#)

[NEW Concept PPlan.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1229, 2025
LAND USE BYLAW AMENDMENT – Redesignate Lot 1, Block C, Plan 061 1227

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as Lot 1, Block C, Plan 061 1227, containing ± 0.633 ha (1.56 acres), from “Drive-In Commercial – C-2” to “Medium Density Residential – R-2A”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the “Medium Density Residential – R-2A” land use district.

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. The Land Use District Map be amended to redesignate the lands legally described as Lot 1, Block C, Plan 061 1227, containing ± 0.633 ha (1.56 acres), from “Drive-In Commercial – C-2” to “Medium Density Residential – R-2A”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

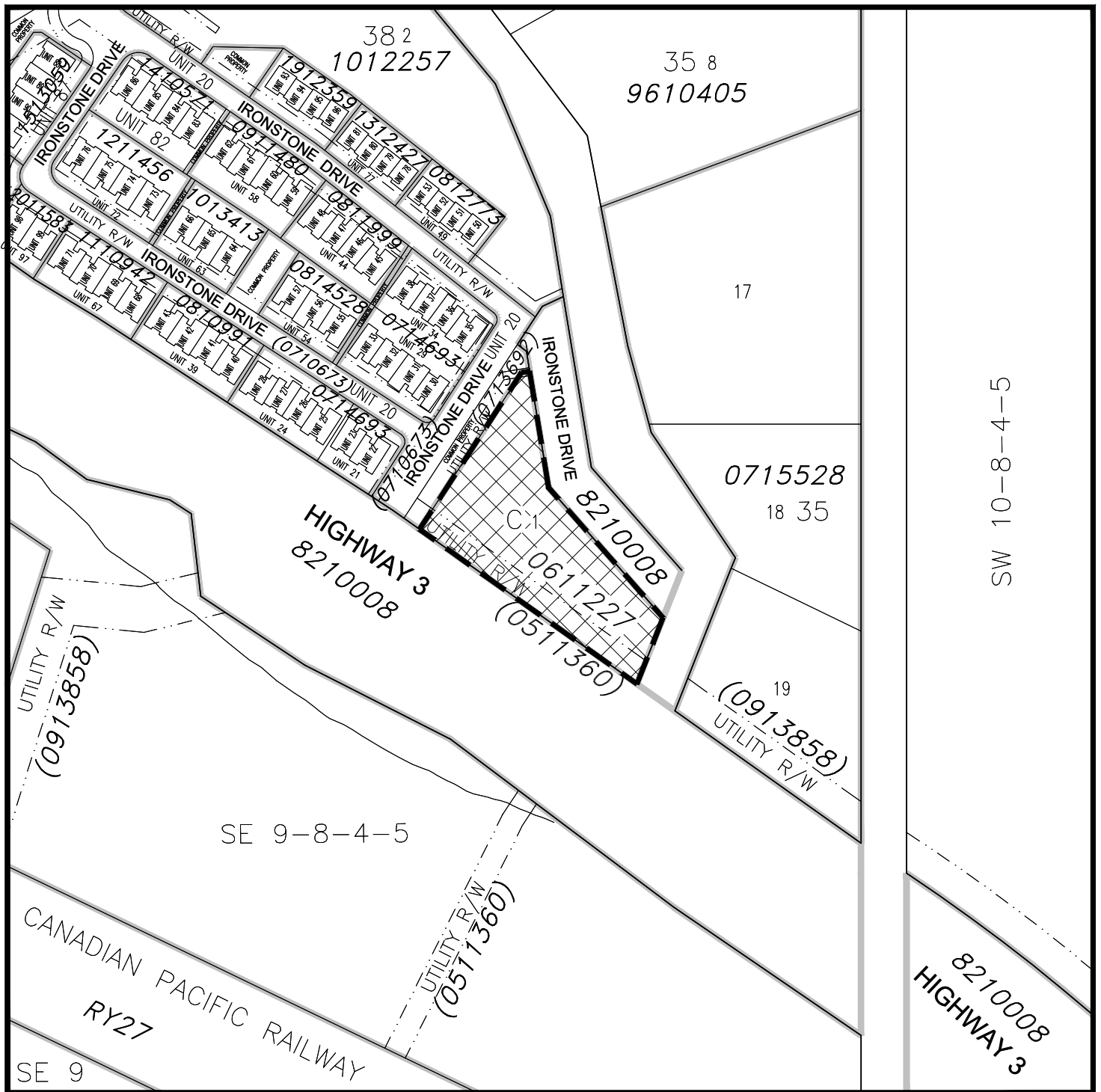
READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter, Mayor

Patrick Thomas, Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Drive-In Commercial C2
TO: Medium Density Residential R-2A

LOT 1, BLOCK C, PLAN 0611227 WITHIN
SE 1/4 SEC 9, TWP 8, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: MAY 28, 2025

Bylaw #: 1229, 2025
Date: _____



OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Aerial Photo Date: May 19, 2021



FROM: Drive-In Commercial C2
TO: Medium Density Residential R-2A

LOT 1, BLOCK C, PLAN 0611227 WITHIN
SE 1/4 SEC 9, TWP 8, RGE 4, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: MAY 28, 2025

Bylaw #: 1229, 2025
Date: _____



0 Metres 50 100 150 200



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3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
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1 SITE PLAN
Scale: 1/32" = 1'-0"

SITE INFORMATION

MUNICIPAL ADDRESS:
2010 89th Street,
Coleman, AB

LEGAL DESCRIPTION:
Lot 1 Block C Plan 061 1227

SITE AREA:
± 5,561.93 m² (59,868.15 ft²)

EXISTING LAND USE

R-2A - MEDIUM DENSITY RESIDENTIAL

USES

Permitted: Multi-Unit Residential Building
Discretionary: Apartment Building (not more than 3 storeys), Duplex

GENERAL LAND-USE BY-LAW REQUIREMENTS

BY-LAW REVIEW	REQUIREMENTS
SETBACKS:	FRONT = ≥ 6.1 m (20'-0") SIDE = ≥ 3.0 m (10'-0") REAR = ≥ 7.6 m (25'-0")
MAXIMUM COVERAGE:	50 % PROPOSED: 18.65 %
MAXIMUM HEIGHT:	3 STOREYS OR 12.0 m (40'-0")
PARKING (OFF-STREET):	1.75 STALLS PER DWELLING UNIT (FOR ALL MULTI-UNIT DWELLINGS ≥ 2 BEDROOMS / UNIT) 1.25 STALLS PER DWELLING UNIT (FOR ALL MULTI-UNIT DWELLINGS ≤ 1 BEDROOM / UNIT) 1.00 STALL PER SECONDARY SUITE
TOTAL OF 42 OFF-STREET PARKING STALLS REQUIRED (FOR 14 × 2 BEDROOMS / UNIT + 14 × 1 BEDROOM / UNIT).	
TOTAL RESIDENT PARKING STALLS PROPOSED: 42 STALLS	

BUILDING INFORMATION

BUILDING GROSS FLOOR AREAS:

BUILDING A MAIN FLOOR AREA:	518.77 m ² (5,584.00 ft ²)
BUILDING B MAIN FLOOR AREA:	518.77 m ² (5,584.00 ft ²)
COMBINED BUILDING AREAS:	1037.54 m ² (11,168.00 ft ²)

TOTAL UNITS:

14 - TWO STOREY DWELLING UNITS (W/ ≥ 2 BEDROOMS / UNIT)
14 - GROUND DWELLING UNITS (W/ 1 BEDROOM / SUITE)
28 - TOTAL AMOUNT OF DWELLING UNITS

CLIENT

HAVEN OAK

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CONSTRUCTION TO CONFORM TO NATIONAL BUILDING CODE - 2023 ALBERTA EDITION PART 9 AND ALL APPLICABLE BUILDING CODES AND STANDARDS.

PLANS ARE DESIGN / BUILD PLANS AND ANY TENDERS AND CLARIFICATIONS ARE THE RESPONSIBILITY OF THE OWNER AND / OR CONTRACTOR.

WINDOW AND DOOR SIZES ARE APPROXIMATE. ROUGH OPENING SIZES MAY VARY. CONTACT WINDOW / DOOR SUPPLIER PRIOR TO FRAMING TO CONFIRM OPENING SIZES.

CONTRACTOR AND / OR OWNER IS RESPONSIBLE TO REVIEW ALL DIMENSIONS AND SPECIFICATIONS PRIOR TO STARTING CONSTRUCTION.

DO NOT SCALE DRAWINGS.

ISSUES

NO.	DATE	ISSUED FOR
1	Aug. 01, 2025	CONCEPT REVIEW
2	Aug. 07, 2025	CONCEPT REVIEW

PRIME CONSULTANT

VAN ROEKEL ARCHITECTURE

Van Roekel Architecture Ltd.
Calgary, AB
403.404.5257
fraser@vanroekel.ca

PROJECT

Coleman Multi-Residential

2010 89 Street, Coleman, Alberta
Lot 1, Block C, Plan 061 1227

DATE: Aug. 07, 2025
SCALE: 1/32" = 1'-0"
PROJECT NO. 3302

SHEET NAME

SITE PLAN CONCEPT



CLIENT

HAVEN OAK

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DO NOT SCALE DRAWINGS.

ISSUES

NO.	DATE	ISSUED FOR
1	Aug. 01, 2025	CONCEPT REVIEW
2	Aug. 07, 2025	CONCEPT REVIEW

PRIME CONSULTANT

VAN ROEKEL ARCHITECTURE

Van Roekel Architecture Ltd.
Calgary, AB
403 404 5257
fraser@vanroekel.ca

PROJECT

Coleman Multi-Residential

2010 89 Street, Coleman, Alberta
Lot 1, Block C, Plan 061 1227

DATE

Aug. 07, 2025

SCALE

PROJECT NO. 3302

SHEET NAME

CONCEPT 3D

A300

PRELIMINARY, NOT FOR CONSTRUCTION



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.d

Subject: Bylaw 1232, 2025 - Land Use Bylaw Amendment - Redesignate the lands legally described as Area 'B', Plan 2110634, containing ± 0.57 ha (1.41 acres), from "Comprehensive Mixed Use – CM-1" to "High Density Residential – R-3" - Second and Third Reading

Recommendation: That Council consider the input received at the public hearing before considering second and third readings of Bylaw 1232, 2025.

Executive Summary:

Bylaw 1232, 2025 proposes to redesignate the subject property to the R-3 district for the purpose of allowing the landowner to apply for a development permit for "Apartment Building not exceeding 3 storeys", which is a permitted use in the R-3 district.

Relevant Council Direction, Policy or Bylaws:

Section 692, Planning bylaws, Municipal Government Act, RSA 2000, c M-26. (MGA)

Land Use Bylaw No. 1165, 2023

Municipal Development Plan No. 1059, 2020

Discussion:

Bylaw 1129, 2022 was adopted on October 25, 2022 to redesignate the subject parcel from "No Land Use" to the Comprehensive Mixed Use - CM-1 district. The subject property is on the south side of 107 Street, adjacent to the Summit Home Hardware store and the regional hospital. The first phase of the Crowsnest Commons commercial centre on the north side of 107 Street is under construction. Due to the housing constraints and low vacancy rates for rental properties in the community, the landowner of the subject property and the Crowsnest Commons shopping centre has submitted a rezoning application to redesignate the land to High Density Residential R-3 (Bylaw 1232, 2025).

Summary of MDP Policies Relevant to Housing (Chapter 4 Goals and Policies, Section 2 Expanding Our Housing Options):

- "The Municipality of Crowsnest Pass is home to a diverse population and with economic changes on the horizon the municipality is poised to attract new residents. Historically, housing within Crowsnest Pass was made up of modest, smaller homes accommodating mining families. Today the majority of housing in the municipality is still single detached dwellings. To support existing residents and a growing population, the future of housing in the Municipality will include a range of affordable, innovative residential choices".
- "The unique geography and dramatic topography of Crowsnest Pass offers tourism opportunities and lifestyle advantages to residents of the Municipality, but these factors also limit the available locations for future residential development. To protect wildland areas, and take advantage of natural connections to infrastructure, residential growth shall be directed to key nodes adjacent to existing urban sites. To accommodate increases in population without expanding into natural areas, the Municipality has set a target housing density and requires a mix of housing types for new residential development".
- "The approach to housing in the Municipality is closely aligned with the emphasis provided in the South Saskatchewan Regional Plan on making efficient use of existing infrastructure and providing a range of innovative housing designs and densities within communities. Focused, more intensive residential development in Crowsnest Pass provides choice to residents and supports increased population to bolster local economic growth and support a vibrant social life".

2.2 Multi-Unit Residential Design Standards

- Policy 2.2.3 Access to Outdoor Amenity Space - "... multi-unit residential developments shall ... where possible be located adjacent to or in close proximity to parks or open space ."
- Policy 2.2.5 Seniors Housing - "The Municipality recognizes the need for housing options that accommodate seniors, ... including multi-unit buildings that require less maintenance than single family homes ...".

2.3 Considerations for Residential Development

- Policy 2.3.1 Inclusionary Housing - "Findings from the Crowsnest Pass Health Data and Summary (2017) revealed a need to develop housing strategies geared toward low-income families the Municipality should seek to support inclusionary housing by requiring that developers of new housing development provide a certain percentage of units as affordable housing ...".
- Policy 2.3.3 Innovative Housing - "The Municipality recognizes that housing trends are continually shifting and that to provide an affordable range of housing options, innovative housing ideas should be considered and implemented where possible. Alternative housing forms should be incorporated into communities where appropriate, such as cluster housing, tiny homes, and mixed-use buildings".

Land Use Bylaw No. 1165, 2023 Land Use District High Density Residential R-3 Maximum Height Standards:

- "Apartment Building not exceeding 3 storeys" is a permitted use, and "Apartment Building exceeding 3 storeys" is a discretionary use.
- "Multi-Unit Residential Building not exceeding 3 storeys" (three or more attached dwelling units each with its own exterior access) is a permitted use.

13. LANDSCAPING AND SCREENING

13.1 "The Development Authority may impose development permit conditions for commercial, industrial, "Tourism Accommodation", multi-unit residential and apartment development, and bareland condominium development for a permitted or discretionary use relative to improving the aesthetic appearance of a development, including by the requirement of landscaping (with a requirement to use xeriscaping and/or recommended drought-tolerant vegetation and/or drip-irrigation), screening and/or buffering, when such requirements could serve to improve the quality and/or compatibility of the proposed development, reduce water consumption for yard care, and/or to bring the development into compliance with the standards set out in this Bylaw."

22. QUALITY AND DESIGN OF DEVELOPMENT

22.1 "In addition to the standards established in this Bylaw , the Development Authority may require additional standards as a condition of a development permit, in order to improve the quality of any proposed development such as, but not limited to, hard-surfaced parking areas, exterior finishes to buildings, landscaping, yard setbacks, slope-adaptive building and site design considerations, and the impact on existing development in mature neighbourhoods or areas of historic significance."

22.2 "Development shall comply with the following standards:

(b) The Development Authority may regulate the exterior finish of buildings or signs to improve the quality of any proposed development within any land use district."

Schedule 5 - STANDARDS FOR APARTMENT, MULTI-UNIT RESIDENTIAL AND MIXED-USE BUILDINGS 3. MAXIMUM DENSITY

3.1 "The maximum density for Apartments, Multi-Unit Residential and Mixed-Use Buildings contemplated in this Schedule shall be determined by the Development Authority on a case by case basis with regard for the criteria in Administrative Section 13 , the slope-adaptive building and site design considerations in Schedule 4, and the impact on adjacent development , parking requirements, the provision of outdoor amenity space, architectural interest at the pedestrian scale and access to

existing and planned trails as per the policies in Section 2.2 of the Municipal Development Plan." (i.e. Multi-unit Residential Design Standards on page 62 in the MDP)

Analysis of Alternatives:

1. Following the public hearing, Council may give second and third readings of Bylaw 1232, 2025.
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 1232, 2025 and provide further direction to Administration, or Council may make the revisions to the bylaw that Council deem appropriate, before second reading.
3. Council may defeat Bylaw 1232, 2025.

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1232, 2025.docx](#)

[Bylaw 1232, 2025 - Schedule A.pdf](#)

[Bylaw 1232, 2025 - Schedule A Aerial Photo.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
BYLAW 1232, 2025
LAND USE BYLAW AMENDMENT – Redesignate Area 'B', Plan 221 0634

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as Area 'B', Plan 221 0634, containing ± 0.57 ha (1.41 acres), from “Comprehensive Mixed Use – CM-1” to “High Density Residential – R-3”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the proposed amendment is to provide for the opportunity to use and develop the lands in accordance with the provisions of the “High Density Residential – R-3” land use district.

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. The Land Use District Map be amended to redesignate the lands legally described as Area 'B', Plan 221 0634, containing ± 0.57 ha (1.41 acres), from “Comprehensive Mixed Use – CM-1” to “High Density Residential – R-3”, as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

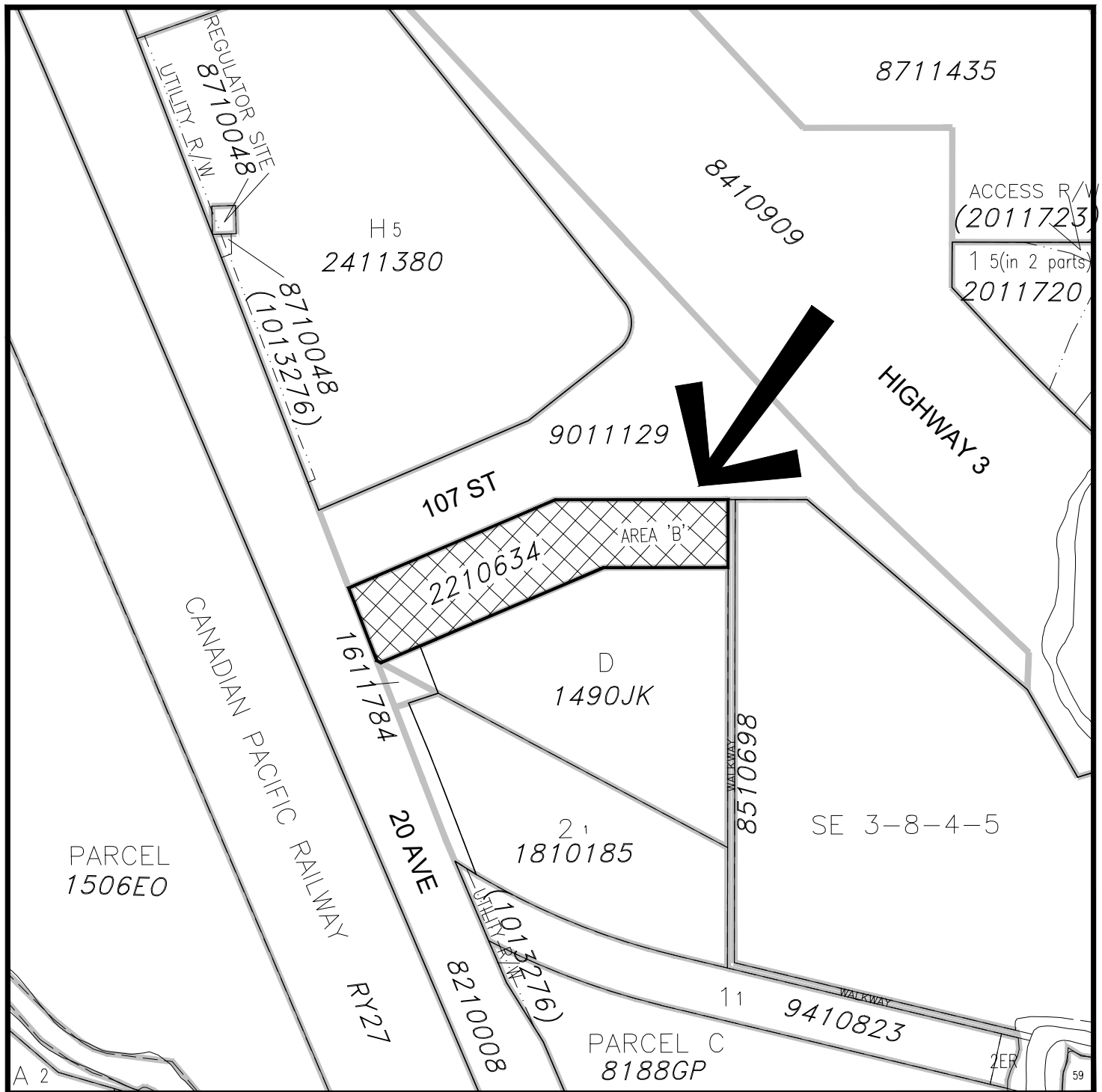
READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Comprehensive Mixed Use District CM-1

TO: High Density Residential R-3

AREA 'B', PLAN 2210634 WITHIN

SE 1/4 SEC 3, TWP 8, RGE 4, W 5 M

MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS

DATE: JUNE 19, 2025

Bylaw #: 1232, 2025

Date: _____



OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 50 100 150 200



MAP PREPARED BY:
OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344
"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

June 19, 2025 N:\C-N-P\CNP LUD & Land Use Redesignations\Crowsnest Pass - Bylaw 1232, 2025 - Area B, Plan 2210634.dwg





Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.e

Subject: Bylaw 1233, 2025 - Tecumseh Area Structure Plan (NW¼ 15-8-5-W5M Tecumseh) - First Reading

Recommendation: That Council give first reading to Bylaw 1233, 2025 to initiate public consultation.

Executive Summary:

Bylaw 1233, 2025 proposes the adoption of the Tecumseh Area Structure Plan to establish a framework for redesignation and future subdivision for the NW¼ 15-8-5-W5M.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.
Bylaw No. 1165, 2023, as amended.

Discussion:

The Tecumseh Area Structure Plan (ASP) is attached as Schedule 'A' to Bylaw 1233, 2025.

Over the past several months the landowner has developed the Tecumseh ASP for the lands legally described as the NW¼ 15-8-5-W5M, containing ±41.07 ha (101.5 acres). The ASP proposes 23 country residential parcels on the land that fronts onto the existing Tecumseh Road east of the existing Tecumseh Subdivision.

On March 13, 2025 the Municipality in collaboration with the applicant issued a Municipal Government Act s. 636 notification to adjacent landowners (including all landowners in the existing Tecumseh subdivision), provincial government agencies, and third-party utility companies of the Municipality's intent to prepare a new statutory plan. On June 18, 2025 the applicant hosted a public open house. The feedback from the notification and the open house is summarized in the ASP, as well as how the applicant incorporated the feedback in the final ASP land use concept and policies.

The ASP summarizes the findings and recommendations of four specialist studies that were completed as part of the ASP preparation:

- Tecumseh Archeological Report by Atlatl Archaeology - based on the archeological report the Heritage Division, Alberta Arts, Culture, and Status of Women granted Historical Act clearance for the ASP.
- Biophysical Assessment Report by McElhanney - from the biophysical assessment and in collaboration with the Nature Conservancy of Canada and adjacent landowners it was determined to dedicate a large portion of the Plan Area to the Municipality as Municipal Reserve and Environmental Reserve to preserve a wildlife corridor and several adjacent wetlands. Several other wetlands in the Plan Area that are separated from the wildlife corridor will be preserved on private land as Environmental Reserve Easements.
- Groundwater Feasibility Assessment by McElhanney - from the groundwater feasibility assessment it was determined to include policies in the ASP that restrict the diversion of groundwater for household purposes pursuant to sections 21 and 23 of the Water Act (i.e. through groundwater private wells) to 17 of the 23 parcels. The ASP proposes that at the time of subdivision a restrictive covenant is imposed on the certificate of land titles of all 23 parcels in the subdivision to prohibit those 6 parcels that are not allowed to have groundwater wells from diverting groundwater for household purposes, and require that instead household water must be provided by a private cistern. The restrictive covenant will be enforced by all the landowners in the subdivision (the Municipality will be named as an interested party, which means that the restrictive covenant cannot be discharged without notification to the Municipality).
- Geotechnical Report by BDT Engineering Ltd. - the geotechnical report found that the subsurface condition in the area are generally suitable for private sewage disposal systems.

The specialist studies are available upon request.

The ASP proposes a municipal public parking lot for 7 to 10 vehicles at the north cul-de-sac for the public to access the Allison-Chinook Public Land Use Zone that is located north of the Plan Area.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1233, 2025.docx](#)

[Bylaw 1233, 2025 - Schedule A - Tecumseh Area Structure Plan.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
Bylaw 1233, 2025
TECUMSEH AREA STRUCTURE PLAN

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to adopt the Tecumseh Area Structure Plan for the NW ¼ Section 15-Twp 8-Rge 5-W5M.

WHEREAS section 633 of the Municipal Government Act empowers a municipal council to adopt by bylaw an area structure plan.

AND WHEREAS the Council of the Municipality of Crowsnest Pass wishes to adopt the Tecumseh Area Structure Plan for the lands legally described as the NW ¼ Section 15-Twp 8-Rge 5-W5M, at 3055 Tecumseh Road, containing ±41.07 ha (101.5 acres), to provide a framework for the redesignation and future subdivision and development of the lands.

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:

1. The area structure plan contained in Schedule 'A' attached hereto and forming part of this bylaw is hereby adopted as the Tecumseh Area Structure Plan.
2. Bylaw No. 1233, 2025 comes into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer

TECUMSEH AREA STRUCTURE PLAN

3055 Tecumseh Road
Municipality of Crowsnest Pass

Submitted to:
Municipality of Crowsnest Pass

Prepared for:
SentrySix Land Corp.



Prepared by:
McElhanney Ltd.



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1.0 INTRODUCTION

1.1 Purpose

The Tecumseh Area Structure Plan (ASP) provides a statutory framework to guide the orderly, environmentally responsible, and economically sustainable subdivision and development of the Plan Area. Its purpose is to ensure that future development:

- a. Aligns with the relevant policies in the Municipality of Crowsnest Pass' Municipal Development Plan and Land Use Bylaw and other relevant planning frameworks;
- b. Is compatible with surrounding rural land uses;
- c. Preserves key environmental values; and
- d. Supports a high quality of life through thoughtful site planning and servicing strategies.

1.2. Plan Area Location

The Plan Area is situated in the northwestern region of the Municipality of Crowsnest Pass, approximately 1 kilometre north of Highway 3 (20 Avenue) and to the west of the community of Coleman. It consists of a single titled parcel encompassing a total area of 41.06 hectares. The parcel is municipally addressed as 3055 Tecumseh Road and is legally described as the Northwest Quarter of Section 15, Township 8, Range 5, West of the Fifth Meridian (NW ¼ Sec. 15, Twp. 8, Rge. 5, W5M).

The site is directly accessible via Tecumseh Road bordering the southwestern boundary of the property.

Figure 1. Plan Area Location within the Municipality of Crowsnest Pass



Figure 2. Plan Area Parcel Map



Figure 3. Plan Area Aerial Photo



1.3. Property Ownership

The entire Plan Area is owned by SentrySix Land Corp., a locally based company established in 2023 by three families with a shared vision of fostering gentle, environmentally responsible country residential living in Crowsnest Pass. The company is committed to a development approach that balances rural lifestyle opportunities with long-term ecological stewardship.

SentrySix has prior experience in the region, having successfully developed the SentryRidge community, located directly northwest of the Plan Area. SentryRidge comprises seven three-acre rural residential lots and reflects the same principles of low-impact development, landscape sensitivity, and community character that guide the current proposal.

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1.0 INTRODUCTION cont.

1.4. Plan Preparation

This ASP has been prepared in accordance with the Municipality of Crowsnest Pass Area Structure Plan Applications Policy and associated Procedure, which outlines the expectations, scope, and submission requirements for statutory plan preparation.

This ASP is organized into the following sections:

- a. **Section 1 – Introduction:** Outlines the purpose, vision, and intended use of the ASP. It describes the location and context of the Plan Area and provides direction on how the document is to be interpreted and applied in the planning and development process.
- b. **Section 2 – Policy Context and Compliance:** Reviews applicable provincial legislation, statutory municipal documents, and local policies. This section demonstrates how the ASP aligns with the Municipality of Crowsnest Pass’s Municipal Development Plan, Land Use Bylaw, and other relevant planning frameworks.
- c. **Section 3 – Technical Site Analysis:** Summarizes the results of supporting technical studies—including environmental, hydrogeological, geotechnical, archaeological, and servicing assessments—that inform the land use concept and infrastructure design within the Plan Area.
- d. **Section 4 – Engagement:** Provides an overview of the engagement process, including statutory notification, consultation with interested parties, agency referrals, and direct neighbour discussions. The section summarizes key feedback themes and how input influenced the ASP’s policies and structure.
- e. **Sections 5 - Land Use Concept:** Illustrates the proposed development layout, including land use designations, road alignments, environmental reserves, and open space buffers.
- f. **Section 6 – Land Use Policies:** Establishes the policy framework that will guide future subdivision and development decisions. Policies address residential use, lot sizes, landscaping, environmental protection, and compatibility with surrounding land uses.
- g. **Section 7 – Transportation:** Defines the internal road network and access strategy, including road standards, emergency access, pedestrian connectivity, and traffic management policies.
- h. **Section 8 - Servicing and Utilities:** Outlines servicing strategies for water, wastewater, stormwater, and shallow utilities based on engineering best practices and technical assessments. Policies support long-term sustainability and servicing feasibility.
- i. **Section 9 – Implementation:** Provides direction for how the ASP will be implemented over time, including land use redesignation, subdivision approval, development agreements, and the process for potential amendments.

1.0 INTRODUCTION cont.

1.5. Plan Interpretation

The policies contained in this ASP shall be interpreted in accordance with the following directives:

- The terms “**shall**,” “**must**,” “**will**,” and “**require**” indicate policies that are mandatory and must be applied.
- The term “**should**” indicates policies that are expected to be followed, but may be modified where warranted due to unique site conditions or practical limitations.
- The term “**may**” denotes discretionary policies, which provide flexibility in implementation.

Unless otherwise specified, all terms and expressions used in this ASP have the meanings assigned to them in the Municipal Government Act, Municipal Development Plan, and Land Use Bylaw.

1.6. Development Vision

The Tecumseh ASP envisions a thoughtfully planned, low-density rural country residential neighbourhood that embraces the natural beauty, rural character, and ecological integrity of Crowsnest Pass. Situated on a gently sloping site with panoramic views of the Rocky Mountains and Crowsnest Pass, the Plan Area is uniquely positioned to support a development that is both scenic and sustainable.

This vision emphasizes site-responsive design, where lot layouts, building envelopes, and infrastructure are carefully planned to preserve important natural features—such as wetlands, wildlife corridors, and mature forest stands—while maintaining privacy, view corridors, and the rural character of the landscape. Open space integration, native landscaping, and FireSmart principles will be key components of the design, reinforcing safety and long-term ecological resilience.

Plan Area Photos



Plan Area Photos



2.0 POLICY CONTEXT AND COMPLIANCE

This ASP has been prepared in accordance with the MGA and is intended to guide the orderly and sustainable subdivision and development of the Plan Area. The ASP has been informed by, and is consistent with, all applicable municipal policies, statutory plans, and regulatory frameworks in place within the Municipality of Crowsnest Pass.

2.1. Alignment with the Municipality of Crowsnest Pass Municipal Development Plan (MDP)

The MDP provides policy direction for long-term growth of the Crowsnest Pass, both in the urban communities and the areas outside of the urban communities. This ASP aligns with the policies of the MDP relevant to the areas outside of the urban communities, as outlined in the table below:

Table 1. Policy Alignment with the MDP

MDP Policy	ASP Alignment	Relevant ASP Sections
1.2.6 Municipal Reserve Dedication Criteria	The municipality proposes municipal reserve dedication to consist of dedication of 10% of gross developable area, consistent with the MGA and MDP provisions.	6.7.
2.3.4 FireSmart Residential Development	FireSmart design principles have been incorporated, including vegetation buffers, building material guidelines, and defensible space measures.	6.3.
2.3.5 Country Residential Development	The ASP supports country residential development with rural-appropriate road networks, passive recreation opportunities, and trail connectivity. The proposed development is outside urban growth nodes and meets MDP criteria for an appropriate residential designation.	6.1. and 6.2.
4.2.5 Environmental Reserve	The ASP establishes Environmental Reserve Easements over wetlands, buffers, and the old growth forest wildlife corridor.	6.6.
4.2.6 Wetlands	Wetlands identified in the biophysical assessment are protected with 30 m buffers and integrated into the stormwater and land use plans.	6.6.
4.2.7 Wildlife Linkage Zones	A continuous wildlife corridor has been established in this ASP.	6.6.
4.3.1 and 5.1.4 Storm Water Management	Stormwater management strategies include on-site infiltration, runoff control, and discharge to wetlands at pre-development rates.	8.3.
4.3.2 Soil Stabilization	Subdivision and development policies address erosion control, sediment protection, and slope-sensitive design.	8.3.

2.0 POLICY CONTEXT AND COMPLIANCE cont.

2.2. Compliance with the Land Use Bylaw (LUB)

The current land use designation of the subject lands under the LUB is Non-Urban Area – NUA-1. This district is intended to accommodate limited rural development. While Single-Detached Dwellings are listed as a discretionary use in the NUA-1 district, the form of clustered rural development proposed in this ASP may be more aligned with an appropriate country residential district available in the land use bylaw.

To enable the proposed land uses, a land use bylaw amendment will be required to re-designate the Plan Area to an appropriate country residential district in the land use bylaw. The ASP will guide future subdivision and development to ensure full compliance with the updated land use designation and other applicable regulations in the Land Use Bylaw, such as those relevant to private sewage disposal. The development shall comply with other associated district regulations, and municipal servicing standards.

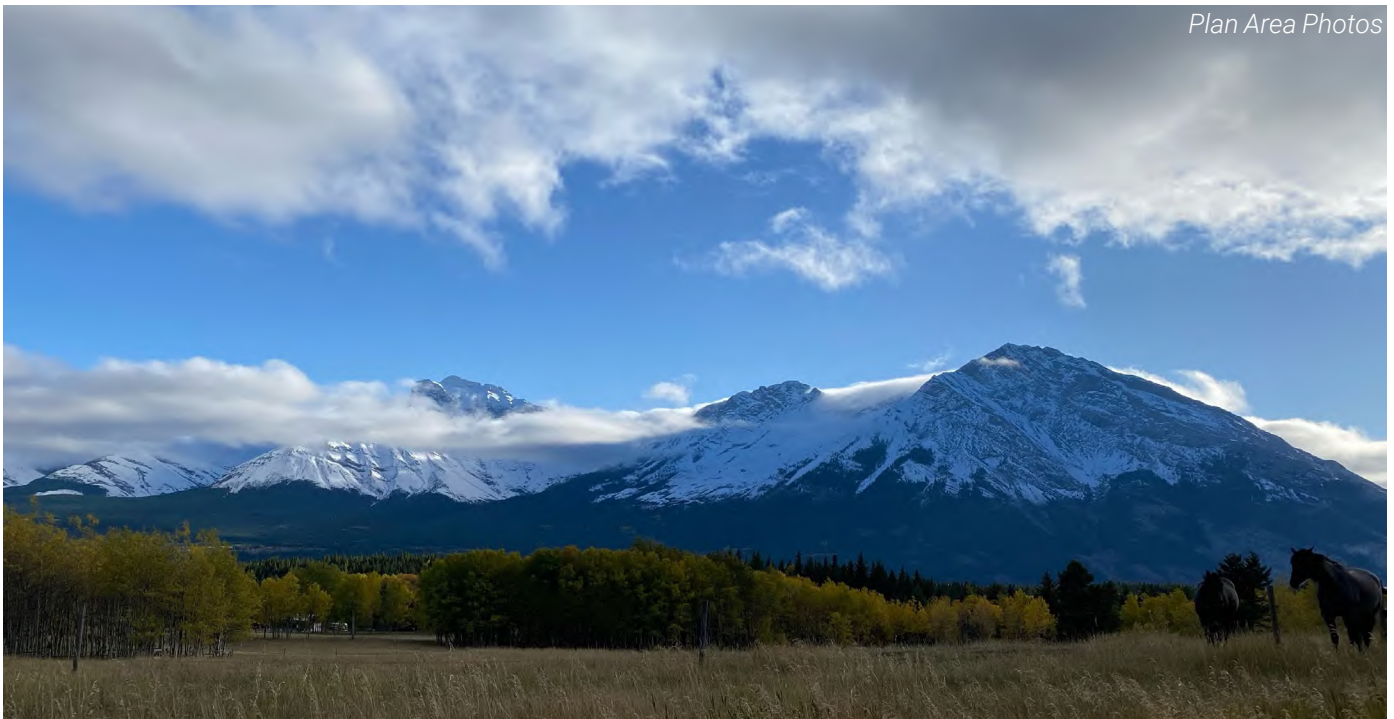
2.3. Other Municipal Plans, Policies, and Standards

In addition to the MDP and the LUB, this ASP has been developed with reference to the following municipal documents and strategies:

- Strategic Plan
- FireSmart Bylaw
- Safety Codes Permit Bylaw Amendment – FireSmart Principles
- Engineering and Development Standards

This ASP has been prepared to reflect the intent and direction of all relevant municipal plans, guidelines, and best practices. Where applicable, the ASP provides policy frameworks to implement these objectives at the site level.

Plan Area Photos



3.0 ENGAGEMENT

3.1. Engagement Overview

The preparation of the Tecumseh ASP followed a transparent engagement process consistent with the requirements of Section 636 and 692 of the MGA and the Municipality of Crowsnest Pass Area Structure Plan Applications Policy and associated Procedure. Engagement efforts were structured in two key phases:

- **Pre-engagement Notification Phase**, which invited early input from affected landowners, referral agencies, and community organizations;
- **Formal Community Engagement Open House**, which included a Community Open House following the submission of the draft ASP.

This section outlines the engagement objectives, summarizes the process undertaken to date, identifies the interested parties involved, and documents the feedback received and how it was considered in the preparation of the ASP.



3.2. Pre-engagement Phase Process

Purpose

The purpose of the pre-engagement phase is to comply with Section 636 of the Municipal Government Act (MGA) and Section 2.2 of the Municipality of Crowsnest Pass Area Structure Plan Applications Policy and associated Procedure. The objectives of this phase are twofold:

- To formally notify interested and affected parties of the landowner's intent to initiate an ASP for the subject lands, which is being prepared at the landowner's expense.
- To invite early input and representations from interested parties on a variety of planning considerations, including—but not limited to—land use, development density, transportation infrastructure, utility servicing, environmental conservation, and compatibility with surrounding uses. This phase also establishes a process for interested parties to register their intent to remain informed and engaged throughout the ASP preparation and approval process.

Interested Parties

Engagement during the pre-engagement phase included outreach to a range of interested and affected parties, including:

- Adjacent and nearby landowners
- Provincial government departments and regulatory agencies (e.g., Alberta Transportation, Alberta Environment and Protected Areas)
- Utility and infrastructure referral agencies
- Targeted community groups and local organizations with an interest in land use planning and environmental conservation.

3.0 ENGAGEMENT cont.

Engagement Process

On March 13, 2025, a formal Letter of Notification was distributed by the Municipality of Crowsnest Pass to identified interested parties. The notification outlined the intent to prepare an ASP and invited early feedback on the proposed development concept and planning framework. Recipients were requested to provide comments and suggestions no later than April 11, 2025.

An information package, prepared by the applicant and attached to the letter, included:

- A description of the proposed development vision
- The guiding principles for the ASP
- An outline of the engagement process and opportunities for participation
- A Frequently Asked Questions (FAQ) section to address common inquiries and clarify the planning framework and approval process

This early notification phase was designed to support transparent communication and to ensure that key interested parties were given the opportunity to participate at the outset of the planning process and register their intent to remain involved.

Numerous responses were received from adjacent landowners and nearby residents.

Nature Conservancy of Canada (NCC), through discussions with the developers, expressed appreciation for the planning team's approach and provided recommendations regarding environmental protection.

Individual phone call conversations were conducted with residents living directly adjacent to the Plan Area. These discussions provided site-specific perspectives on groundwater availability, protection of natural features,

and the need for visual and privacy buffers between new development and existing homes.

3.3. What We Heard and How Input Was Incorporated into the ASP

A total of 22 responses were received from individual residents, utility providers, public agencies, and environmental groups. Key feedback themes are summarized below:

Regulatory and Utility Agency Responses

- ATCO and TELUS both confirmed they had no objections to the ASP, and no conflicts with their infrastructure were identified.
- Fortis Alberta similarly indicated no objection, subject to future application for shallow services at the time of subdivision.
- Alberta Health Services – Environmental Public Health (AHS-EPH) emphasized that:
 - All lots must have a legal and potable water source;
 - Any private water or wastewater systems must be entirely contained on the property to avoid future conflict;
 - AHS supports connection to municipal water and sewer where feasible and requests review of the draft ASP and subdivision plan.

3.0 ENGAGEMENT cont.

Table 2. Pre-engagement Summary

What We Heard From Adjacent Land Owners and Community Organizations	How We Addressed the Feedback in the ASP	Relevant ASP Sections and Policies
Water Supply and Servicing Concerns <ul style="list-style-type: none"> Emphasized groundwater protection. Questions about capacity for new wells and septic systems without significant infrastructure upgrades. Risk of well interference and septic field saturation on sensitive lots. 	<ul style="list-style-type: none"> Groundwater Availability Assessment completed to confirm sustainable well capacity. Well yield testing requirements established for any lot relying on private groundwater wells. Mandatory cistern installations required on each well-serviced lot to reduce peak aquifer demand and support groundwater sustainability. Geotechnical assessment confirmed site suitability for private septic systems; wastewater servicing policies ensure systems are fully contained on-site. 	4.5 4.6 8.2 8.3 8.4
Transportation and Secondary Access <ul style="list-style-type: none"> Concerns about increased traffic. Adequacy of secondary access routes. 	<ul style="list-style-type: none"> A 6-metre-wide laneway and additional parking area included to enhance response access and provide secondary access routes. Road design standards incorporated to ensure safe sightlines, secondary access, and signage. 	5.7 5.8 7.4 7.5
Environmental Protection <ul style="list-style-type: none"> Strong emphasis on preserving natural features, wildlife corridors, wetlands, and minimizing tree clearing. Recommendation to create Environmental Reserve Easements (EREs) around sensitive habitats. Support for establishing a dedicated wildlife corridor through old-growth forest. Recommend timing construction to avoid migratory bird and elk movement periods. 	<ul style="list-style-type: none"> Protection of all identified wetlands through Environmental Reserve dedication and Environmental Reserve Easements, supported by 30-metre vegetated buffers to protect water quality and habitat. A continuous wildlife corridor established as Municipal Reserve, ensuring connectivity to regional wildlife movement routes Construction timing policies included to avoid disturbance during migratory bird and elk movement seasons. 	5.3 5.4 5.5 5.6 6.4 6.5 6.6 6.7
Visual Impact and Rural Character <ul style="list-style-type: none"> Desire to preserve scenic views. Support for increased lot sizes to reduce environmental and visual impacts. Request for privacy buffers between new development and existing homes. 	<ul style="list-style-type: none"> Strategic landscape buffer policies included to minimize visual impacts, maintain privacy for adjacent landowners. Policies reinforce native vegetation retention, avoid formal urban-style landscaping, and maintain rural character. Larger lot sizes and clustered development patterns minimize overall environmental footprint. 	5.2 5.3 6.1 6.2 6.3 6.4 6.5

3.0 ENGAGEMENT cont.

3.4. Community Open House

To represent best practice in transparent, participatory planning and to meaningfully involve residents and interested parties in the refinement of the proposed ASP, a community open house was held on June 18th, 2025, from 4:00pm to 8:00pm at the Blairmore Lion's Pride Club. Approximately 24 participants attended the event.

Ten boards were on display at the open house inviting participants to engage in dialogue with the applicant and planning team as well as posting sticky notes in response to information displayed. The open house provided an opportunity for interested parties identified during the pre-engagement phase to review and comment on the proposed land use framework, development concept, and policy direction outlined in the draft ASP.

Objectives of the Open House included:

- Presenting the proposed land use concept and key planning policies in an accessible and informative format;
- Facilitating dialogue between the applicant and community members;
- Collecting comments, questions, and suggestions from attendees through feedback forms, interactive display boards, and direct discussions; and
- Clarifying the ASP process, timelines, and how public input will influence the final version of the plan.

Feedback collected during the open house was compiled, analyzed, and summarized by the applicant and planning team. The draft ASP was reviewed in light of this feedback, as well as comments provided by municipal administration, and revised accordingly to better reflect community interests, technical findings, and policy alignment. Themes from the engagement summary are presented below.

The following concerns were identified during discussions at the open house:

- **Environment** - Participants were very concerned about the proposed development's impact to wildlife.
- **Water** - Participants were concerned that development would impact groundwater availability.
- **Condition of Tecumseh Road** - Participants were concerned about the additional traffic on the road and how it would affect the road conditions.
- **Privacy** - While not as prominent as the above concerns, this was brought up by two participants.

Our response/what we changed in the draft ASP to address the above concerns:

- **Environment** - Based on the completed environmental study, this was addressed by preserving a significant portion of the property through environmental reserve, along with environmental reserve easement around all of the wetlands. An additional 30-metre environmental reserve easement corridor was added to the NW corner of the Plan Area adjacent to the existing subdivided lots (shown on the Land Use Concept) to connect the wildlife corridors to the north and south with Wetland #1 (shown on Figure 7). Additionally, policy 6.5.3.f was revised to require wildlife-friendly fencing (e.g., split-rail fencing or low-impact plantings) in landscape buffers throughout the entirety of the Plan Area, as opposed to what it stated previously only requiring it where buffers adjoined the Wildlife Corridor. Policy 6.6.4.f was revised to discourage new barbed wire fencing and require it to follow Alberta Conservation Society guidelines for maximum top wire height, minimum bottom wire height, and smooth top

3.0 ENGAGEMENT cont.

and bottom wires if installed.

- **Water** - This has been addressed through the completion of the hydrology study, highlighting capacity for 17 parcels to have wells in addition to cisterns, and any parcels beyond the initial 17 to have cisterns only.
- **Condition of Tecumseh Road** - As this is a municipal road and thus outside the scope of this ASP, this would be addressed by the municipality. The project team will continue to highlight this as a concern raised by participants for municipal consideration.

3.5. Next Steps - Council Consideration

The ASP will be brought forward to Council for consideration and decision-making, including a public hearing and three readings.



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4.0 TECHNICAL SITE ANALYSIS

4.1. Existing and Surrounding Land Uses

The Plan Area currently contains a vacant trailer structure, which is expected to be removed. The remainder of the site is undeveloped and has historically been used for horse grazing.

Surrounding land uses include:

- West: Established country residential lots, designated GCR-1.
- North: Crown land containing the 1201L 500 kV AltaLink powerline, designated ATV and cross-country ski trails.
- East & South: Privately owned quarter-sections designated as Non-Urban Area, with low-density residential dwellings.

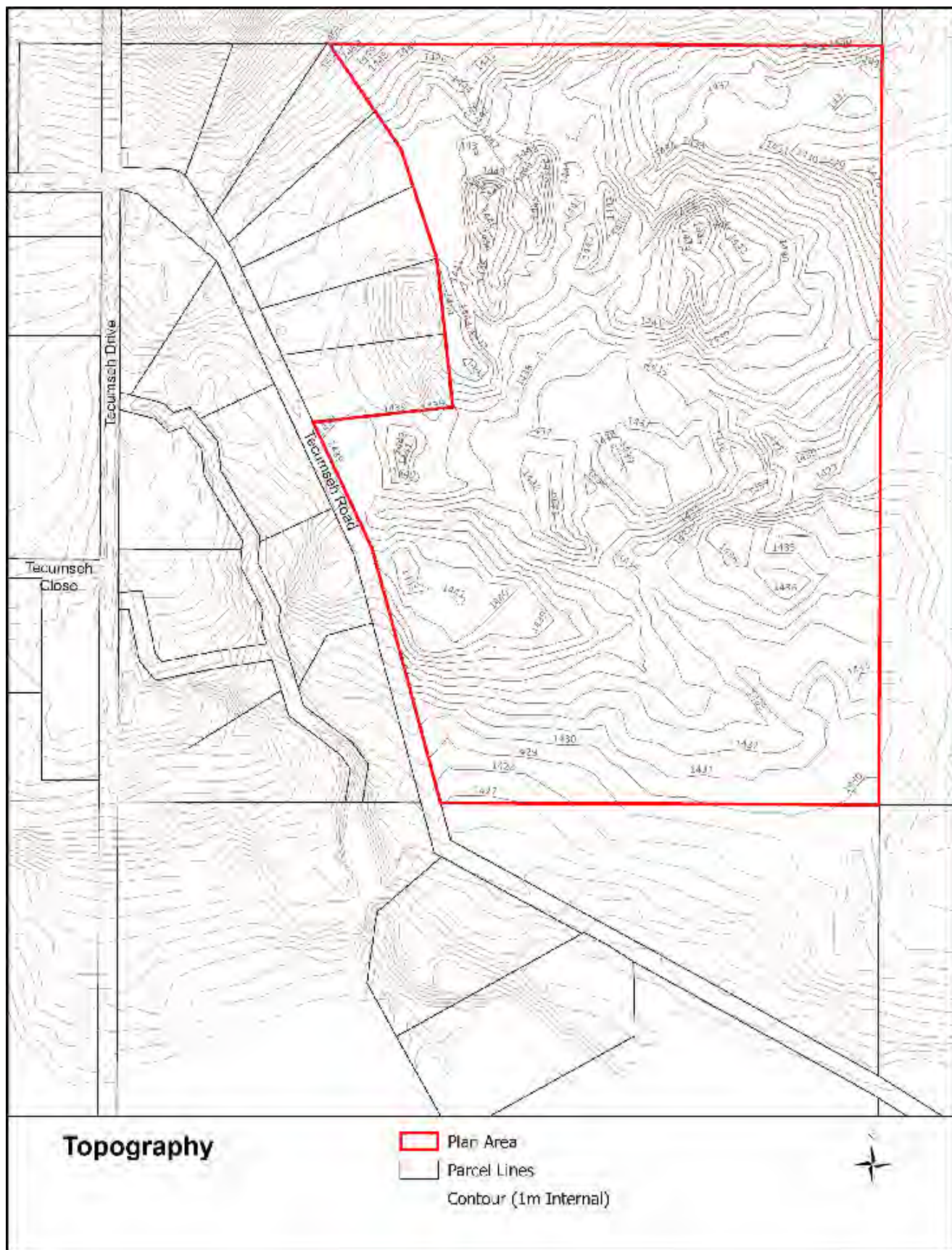
4.2. Topography

The Plan Area has a varied landscape, with elevations ranging from 1,427 metres in the south to 1,446 metres in the northwest.

- The central and northern portions contain knolls and steeper ridges.
- The southern and eastern parts have gentler, more rolling terrain.



Figure 4. Topography Map



4.0 TECHNICAL SITE ANALYSIS cont.

4.3. Historical and Archaeological Review

A Historical Resources Impact Assessment (HRIA) was completed by Atlatl Archaeology Ltd. in October 2023, in accordance with Alberta's Historical Resources Act, to support the ASP. The assessment included a desktop review, pedestrian survey, 166 shovel tests, five deep backhoe tests, and the examination of 97 natural exposures across the project area. The objective was to identify any archaeological sites or materials that may be affected by the development. Given the limited cultural material recovered, the negative results across the majority of test areas, and the lack of features indicating significant archaeological potential, no further archaeological work is recommended. The report concludes with a recommendation for historical resources clearance, allowing the project to proceed without additional archaeological constraints.

Alberta's Historic Resources Management Branch granted Historical Resources Act approval for the Plan Area on February 15, 2024.

In accordance with Section 31 of the Historical Resources Act, the ASP will include the following policy: "...a person who discovers an historic resource in the course of making an excavation for a purpose other than for the purpose of seeking historic resources shall forthwith notify the Ministry of the discovery".

4.4. Wetland and Biophysical Assessment

A Biophysical Assessment (BA) was completed by McElhanney Ltd. on February 21, 2025 in support of the ASP. The purpose of the BA was to identify valued ecosystem components (VECs) and environmentally sensitive features that may influence the future layout and development of the Plan Area. Key findings indicate the presence of nine wetlands and areas of high value forest, which provide moderate to high value habitat for wildlife. The site lies within provincial wildlife sensitivity zones and is adjacent to Nature Conservancy of Canada (NCC) conservation lands, reinforcing the ecological importance of the area. The report recommends preserving the old growth forest corridor and all nine wetlands, aligning them with a proposed wildlife corridor that supports regional connectivity. Development should avoid high-value habitats where possible, concentrate within previously disturbed areas, and follow best management practices. Future permitting requirements under the Alberta Water Act and other environmental legislation may apply if impacts to wetlands or sensitive species cannot be avoided.

Key Recommendations:

- Recommended Avoidance Areas Map (Figure 7)
- Preserve all wetlands with 30 m buffers.
- Establish a continuous wildlife corridor through the old growth forest.
- Focus development in already-disturbed areas to avoid habitat loss.

These findings shaped the ASP's land use concept and the designation of Environmental Reserve Easements.

4.0 TECHNICAL SITE ANALYSIS cont.

Figure 5. Shallow open water wetland in northern area



Figure 6. Old growth area, open and dominated by sedge



Figure 7. Recommended Avoidance Areas Map



4.0 TECHNICAL SITE ANALYSIS cont.

4.5. Geotechnical Assessment Report

A Geotechnical Evaluation was completed by BDT Engineering Ltd. in October 2023 to assess soil conditions, groundwater characteristics, and foundation feasibility for the proposed country residential development within the Plan Area. The investigation included excavation of 15 test pits, laboratory testing of soil samples, and installation of groundwater monitoring standpipes to evaluate subsurface profiles and hydrological conditions.

Subsurface Conditions

The Plan Area is underlain by a typical sequence of topsoil, followed by layers of sand, gravel, clay till, and shallow bedrock. Groundwater was generally encountered below 2.5 metres, or not encountered at all, suggesting favourable conditions for development.

Overall Site Suitability

Based on the geotechnical findings, the Plan Area is deemed suitable for low-density residential development. The soils exhibit stable characteristics, and the site supports the use of shallow foundation systems for residential structures. In localized areas with shallow bedrock, excavation may be required, but no major geotechnical constraints are anticipated.

Septic Feasibility and Recommendations

The geotechnical review also confirmed that on-site private wastewater treatment systems (e.g., septic fields, mounds, or alternative systems) are technically feasible across the Plan Area. The soils provide adequate permeability and loading capacity to support typical rural septic systems, provided that final designs are tailored to site-specific conditions at the time of obtaining a PSDS permit for each parcel.

4.6. Groundwater Availability Assessment Report

A detailed Groundwater Availability Assessment was completed by McElhanney Ltd. in February 2025 to evaluate the feasibility of supplying individual water wells for the proposed country residential subdivision within the Plan Area. The study involved drilling, pumping testing, and water quality sampling from multiple wells across the Plan Area.

Groundwater in the area is sourced primarily from a shallow, weathered bedrock aquifer consisting of fractured shale and limestone. Testing revealed moderate variability in well yields, with an average estimated long-term yield of 1.7 m³/day, which is below the Alberta Water Act household allotment of a maximum of 1,250 m³/year but exceeds the average household demand of 168 m³/year.

The assessment confirmed that the aquifer has sufficient capacity to support up to 17 additional residential wells, provided each is supplemented by a cistern to reduce peak demand on the aquifer. The study also found that several water quality parameters, including iron and sodium, exceed recommended drinking water guidelines, and as such, individual water treatment systems may be required to ensure safe potable water for residents.

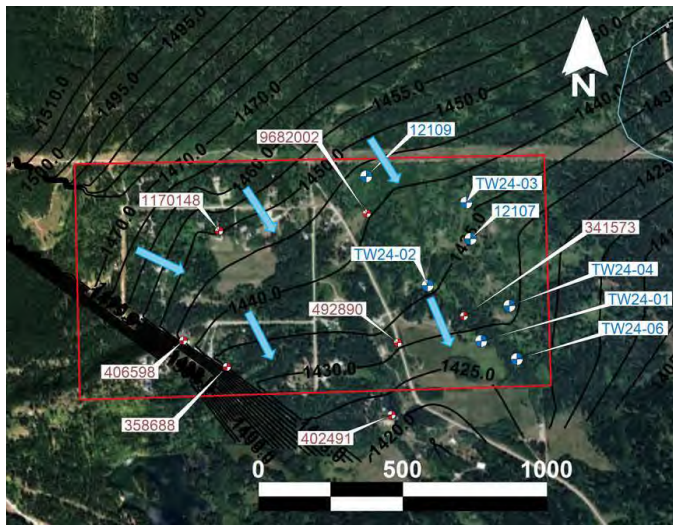
Groundwater Flow and Protection of Adjacent Users

A key finding of the groundwater assessment—especially relevant to adjacent landowners—is that the proposed development will not negatively impact existing groundwater users. The direction of groundwater flow across the site is toward the southeast, away from existing residential wells located within the established GCR subdivision to the west. This hydraulic gradient significantly reduces the potential for interference with upgradient water users. Moreover, the study accounted for potential cumulative effects by incorporating a conservative safety buffer in the recharge

4.0 TECHNICAL SITE ANALYSIS cont.

calculations, which further supports the conclusion that even down-gradient users to the south and southeast will remain unaffected by new withdrawals.

Figure 8. Groundwater Flow in Bedrock in Study Area



4.7. Existing Servicing

Water

There is currently no municipal water distribution infrastructure within the Plan Area or the surrounding lands. Existing rural properties in the vicinity are serviced by individual groundwater wells, which are typical for low-density country residential areas in the region.

Future water servicing within the Plan Area will follow a hybrid model, consistent with the findings of the Groundwater Availability Assessment (refer to Section 3.5). A maximum of 17 lots will be permitted to install individual groundwater wells. To support aquifer sustainability, each well-serviced lot will be required to include a cistern system to manage daily peak usage and reduce drawdown pressure.

The detailed water servicing policies are provided in Section 8 of this Plan.

Stormwater

At present, there are no formal stormwater management facilities within the Plan Area. Stormwater is naturally managed through infiltration and overland flow across pervious surfaces, with rainfall and snowmelt absorbed on-site and any excess runoff gradually flowing toward lower-lying areas and nearby wetlands. These conditions reflect the rural, undeveloped nature of the site and its ability to retain and filter surface water through natural hydrological processes.

As development proceeds, stormwater will be managed through strategies designed to maintain pre-development runoff rates and protect the ecological function of receiving environments, particularly the wetland systems. The ASP incorporates stormwater management policies aligned with municipal engineering standards and applicable provincial regulations. These policies will ensure that the quality and quantity of stormwater discharge is controlled post-development and that appropriate infrastructure—such as ditches, swales, and filtration features—is incorporated as outlined in Section 8.

Sanitary

There is currently no municipal sanitary sewer infrastructure within the Plan Area or in the surrounding rural lands. As a result, all development within the Plan Area will be serviced by private, on-site wastewater treatment systems. These systems may include individual septic fields, advanced treatment units, or alternative technologies approved under the Alberta Private Sewage Systems Standard of Practice.

All wastewater systems must be designed to remain fully contained within the property they serve and will be subject to applicable municipal and provincial approval processes. Future subdivision and development must comply with the wastewater servicing policies detailed in Section 8 of this Plan.

4.0 TECHNICAL SITE ANALYSIS cont.

4.8. Existing Transportation Networks

The Plan Area is currently accessed via a single existing driveway connected to Tecumseh Road. Tecumseh Road is classified as a rural local road, providing basic access to area residents and servicing a low-volume rural traffic network.

To support the proposed subdivision, a new internal rural local road will be constructed within the Plan Area. This road will provide primary access to all proposed residential lots and connect directly to Tecumseh Road. The internal road is designed to accommodate low daily traffic volumes typical of rural country residential development and will be constructed in accordance with the Municipality's engineering and development standards. It will also support the safe movement of service vehicles and emergency responders.

Given the low-density nature of the proposed development—the resulting increase in vehicle traffic is expected to be negligible. The Plan Area is not anticipated to generate traffic volumes that would materially impact the operational capacity of Tecumseh Road or the broader rural road network. In alignment with standard transportation planning practice, a Traffic Impact Assessment (TIA) is not required for this ASP.

Nonetheless, future subdivision and development applications will be required to demonstrate safe access and sightlines, and meet municipal road design standards to ensure the continued functionality and safety of the road network.



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5.0 LAND USE CONCEPT

5.1. Land Use Concept Overview

The Land Use Concept for the Tecumseh ASP establishes a framework for the orderly and sustainable development of the Plan Area, ensuring compatibility with the surrounding landscape and the preservation of significant environmental features. Each component of the Land Use Concept reflects a specific purpose, function, and development intent, as described below and illustrated in the Land Use Concept Map.

Section 6 – Land Use Policies outlines specific policies governing land uses within the Plan Area.

5.2. Appropriate Residential Designation

An appropriate country residential district available in the Land Use Bylaw will apply to the developable portions of the Plan Area. The designation is intended for clustered, low-density rural residential development. These areas accommodate detached dwellings on large lots that are serviced by private utilities and accessed via internal local roads.

Relevant policies are provided in Sections 6.2 and 6.3.

5.3. Landscape Buffer

The Landscape Buffer consists of yard setbacks as vegetated corridors located along the perimeter of the Plan Area and adjacent to internal local roads and the proposed laneway, excluding areas already designated as Environmental Reserve Easement (ERE).

These buffers serve multiple purposes:

- Visual screening to soften the appearance of development from surrounding lands, including Crown land, highways, and environmental features;

- FireSmart function as a transitional firebreak, using fire-resistant landscaping and strategic vegetation management to reduce wildfire risk at the wildland-residential interface.
- Rural character preservation by retaining native vegetation and avoiding formal urban-style fencing or landscaping.

Relevant policies are included in Sections 6.4 and 6.5.

5.4. Environmental Reserves and Environmental Reserve Easements

Approximately 15% of the Plan Area is protected through Environmental Reserves (ER) and Environmental Reserve Easements (ERE), including the Wetlands and Wetland Buffers, which help preserve natural ecosystems and environmental features.

- **Environmental Reserves (ER):** Lands dedicated to the Municipality of Crowsnest Pass during subdivision, as per Section 664(1) of the Municipal Government Act (MGA). The ASP identifies these lands and includes policies to guide future subdivision and dedication.
- **Environmental Reserve Easements (ERE):** Registered easements on private land in favour of the Municipality, protecting identified environmental features in accordance with Section 664(2)-(5) of the MGA. These lands must remain in a natural, undisturbed state, with no-build and no-disturbance restrictions.

Policies related to ER and ERE are found in Section 6.6.

5.0 LAND USE CONCEPT cont.

5.5. Wetlands and Wetland Buffers

Wetlands, identified in the Biophysical Assessment Report, are protected for their ecological significance. They:

- Provide critical habitat for a variety of species;
- Contribute to stormwater retention, filtration, and aquifer recharge;
- Must remain free from encroachment, alteration, or vegetation clearing.

A 30-metre-wide vegetated buffer surrounds each delineated wetland, serving to:

- Filter surface runoff and control erosion;
- Reduce nutrient loading and sedimentation;
- Provide a transition zone between developed areas and sensitive aquatic habitats.

5.6. Wildlife Corridor - Municipal Reserves

The Wildlife Corridor encompasses high-value environmental areas identified for the preservation of wildlife habitat and movement. Dedicated as part of the Municipal Reserve system, the corridor includes forested areas, open clearings, and natural connectivity routes across the Plan Area. This corridor:

- Integrates with regional wildlife networks;
- Protects travel routes for local fauna;
- Enhances long-term ecological resilience.

5.7. Parking - Municipal Reserves

A 0.02-hectare area is designated for public parking within the dedicated Municipal Reserves, located adjacent to the laneway as shown on the Land Use Concept. The parking area is intended to serve as a convenient access point for individuals visiting the Allison/Chinook Public Land Use Zone located directly north of the Plan Area.

The parking area is planned to accommodate approximately 7 - 10 vehicles.

5.8. Road Right-of-Way and Lane

The remainder of the Plan Area accommodates essential infrastructure, including internal local rural roads and a 6-metre-wide laneway that provides pedestrian/trail connectivity to surrounding lands.

The lane serves the following functions:

- Acts as a secondary access route to support emergency response and fire egress;
- Provides potential trail access for residents, enhancing recreational connectivity.

Transportation-related policies are detailed in **Section 7.0**.

5.0 LAND USE CONCEPT cont.

5.9. Land Use Statistics

Of the total 41.058-hectare Plan Area, land has been allocated as per the table below. The areas listed are general in nature and may be refined during the subdivision stage. Subdivision of the land should generally align with the land use concept and statistics presented in this table.

The gross developable area within the Plan Area is 34.678 hectares. The gross developable area does not include the Environmental Reserves and Environmental Reserve Easements.

Table 3. Land Use Statistics

<i>Land Uses</i>	<i>Area (hectares)</i>	<i>Percentage of Gross Developable Area</i>
Plan Area	41.058	
Environmental Reserves	2.92	
Environmental Reserve Easements	3.46	
Gross Developable Area	34.678	100%
Appropriate Residential District	28.41	81.93%
Wildlife Corridor (Municipal Reserves)	3.448	9.94%
Parking (Municipal Reserves)	0.02	0.06%
Road Right-of-Way	2.73	7.87%
Lane	0.07	0.20%

Figure 9. Land Use Concept



6.0 LAND USE POLICIES

The following land use policies provide a framework to guide subdivision and development within the Plan Area, ensuring that all future land use decisions reflect the principles of sustainable rural development, environmental protection, and alignment with the Municipality's statutory plans and bylaws.

6.1. General Policies

1. All development within the Plan Area shall comply with the Municipal Development Plan, the Land Use Bylaw, and the policies outlined in this Area Structure Plan (ASP).
2. In accordance with Section 31 of the Historical Resources Act, if a historic resource is discovered during excavation unrelated to archaeological purposes, the developer must immediately notify the Minister as per the Standard Requirements for Reporting the Discovery of Historic Resources.

6.2. Residential Development and Subdivision

Uses and Density

1. Residential uses within the Plan Area must conform to the permitted and discretionary uses of the subject Land Use District as outlined in the Land Use Bylaw.
2. All development activities within the residential parcels shall comply with the Land Use Bylaw, except when the Development Authority approved a variance to a development standard.
3. Maximum Residential Lot Yield: The net residential developable area is approximately 28.41 hectares (70.2 acres). Given the minimum lot size of 1.2 hectares (3 acres) for unserviced lands, a maximum of 23 lots may be developed, subject to Municipal subdivision approval.

Lot Size Parameters

4. Minimum lot size: 1.2 hectares (3 acres).
5. Maximum lot size: 2.02 hectares (5 acres), unless a portion of the lot includes Environmental Reserve Easement (ERE) lands. In such cases, the total lot size may exceed 5.0 acres, though the developable portion must not exceed 2.02 hectares.

Siting and Design of Buildings:

6. Siting should prioritize areas requiring minimal vegetation removal and ground disturbance, while maintaining privacy and a rural character.
7. Building sites must be located on stable land, outside of environmentally sensitive or hazardous areas.
8. Development footprints should be concentrated within previously disturbed areas, such as pastureland, to minimize environmental impact.
9. New development should reflect the low-density rural character of the area by incorporating:
 - a. Naturalized landscaping;
 - b. Earth-tone or non-reflective building materials;
 - c. Architectural forms that blend with the natural setting.

Lighting

10. To preserve dark sky conditions and reduce rural light pollution:
 - a. Outdoor lighting should be downward-shielded and motion-activated where practical;
 - b. High-intensity lighting and uplighting of structures, trees, or signage is discouraged.

6.0 LAND USE POLICIES cont.

6.3. FireSmart Development Guidelines:

1. All building materials should align with the FireSmart principles as specified in the Crowsnest Pass FireSmart Bylaw, and follow the FireSmart Manual by Partners in Protection.
2. Due to significantly reduced fuel load resulting from logging operations conducted approximately 25 years ago, the Plan Area is not considered to be at elevated wildfire risk. As such, a Wildland Urban Interface Risk Assessment is not required for this ASP.
3. Homeowners are encouraged to:
 - a. Use non-combustible mulches (e.g., rock, gravel) within 1.5 m of the house;
 - b. Maintain horizontal separation between tree crowns near buildings to reduce the risk of crown fire spread, with a minimum spacing of 3 metres recommended, and greater spacing required on steep slopes, in accordance with FireSmart Canada Guidelines;
 - c. Incorporate defensible space zones as recommended in FireSmart Canada Guidelines.
- b. Minimal formal ornamental landscaping;
- c. Integration with existing vegetation and terrain.
4. Monoculture lawns, irrigation-heavy gardens, or urban-style landscaping (e.g., synthetic turf, extensive decorative paving) are discouraged.
5. Where trees or vegetation are removed during site preparation, the use of replanting or habitat replacement strategies is encouraged, especially near wetlands or wildlife corridors.
6. Individual lot landscaping should:
 - a. Retain natural groundcover and topsoil as much as possible;
 - b. Include permeable surfaces (gravel, mulch, wood chips) for driveways and paths;
 - c. Avoid the introduction of invasive species listed under Alberta's Weed Control Act.

6.4. Landscaping

1. Retain native vegetation and mature trees—especially coniferous or deciduous trees with a diameter at breast height greater than 60 cm—wherever feasible. Tree felling in yard setbacks is prohibited unless a development permit is approved.
2. All land clearing and grading activities must implement erosion and sediment control measures to prevent soil loss, compaction, and runoff into natural areas.
3. Landscape treatments should reflect the natural rural setting, prioritizing:
 - a. Native or naturalized species;

6.5. Landscape Buffer

1. A Landscape Buffer (minimum yard setbacks) should be maintained along property lines.
2. Development is discouraged within the landscape buffer, except for essential access or utilities, which should be located and constructed in a way that minimizes disruption to the buffer area.
3. The Landscape Buffer should:
 - a. Retain existing trees and vegetation.
 - b. Prohibit tree felling, consistent with the prohibition outlined in the Municipality's Land Use Bylaw. A development permit for tree-felling within the yard setback area shall be required. This permit is considered a discretionary use and may be refused or be issued subject to conditions as determined by the Municipality.

6.0 LAND USE POLICIES cont.

- c. Encourage native landscaping to soften visual impact, enhance privacy, and preserve the rural character.
 - d. Provide visual screening from public viewpoints such as Tecumseh Road, adjacent properties, and trails.
 - e. Allow for berms or mounds to enhance noise and light buffering.
 - f. Incorporate wildlife-friendly fencing or landscaping (e.g., split-rail fencing or low-impact plantings) throughout the entirety of the Plan Area. Installation of new barbed wire fencing is discouraged to avoid harm to wildlife and maintain ecological integrity. If barbed wire fencing is installed, it must follow Alberta Conservation Society guidelines for wildlife-friendly fencing including maximum top wire height, minimum bottom wire height, and smooth top and bottom wires.
 - g. Allow alteration to accommodate FireSmart Principles
4. The Landscape Buffer should also function as a transitional firebreak:
 - a. Use native, drought-tolerant, fire-resistant species.
 - b. Avoid dense coniferous planting immediately adjacent to homes.
 - c. Manage vegetation as a “shaded fuel break” by thinning underbrush and maintaining spacing between large trees.
 - d. Maintain low vegetation such as mowed grass and avoid storing combustible materials in buffer zones.

6.6. Environmental Reserves and Environmental Reserve Easements

Designation of Environmental Reserves (ER):

1. The five wetlands within the Old Growth Forest Corridor and, including their 30-metre buffer zones, as identified in the February 2025 Biophysical Assessment Report (McElhanney Ltd.) and depicted on the Land Use Concept, shall be formally dedicated to the Municipality of Crowsnest Pass as Environmental Reserves (ER) in accordance with Section 664 of the Municipal Government Act.

Designation of Environmental Reserve Easements (ERE):

2. The four wetlands and their associated buffer zones, as shown on the Land Use Concept, should be protected through the registration of Environmental Reserve Easements (EREs) at the subdivision stage against the lands containing these areas. These EREs shall be established between the landowner and the Municipality of Crowsnest Pass in favour of the Municipality of Crowsnest Pass for the protection and enhancement of the wetlands.
3. A 30-metre wide corridor in the NW corner of the Plan Area, as shown on the Land Use Concept, shall be protected through the registration of an ERE at the subdivision stage against the lands containing these areas. This ERE shall be established between the landowner and the Municipality of Crowsnest Pass in favour of the Municipality of Crowsnest Pass for the purpose of maintaining ecological connectivity and providing wildlife access to Wetland #1 as identified in Figure 7.
4. The following terms shall be included in all ERE Agreements:
 - a. Lands shall remain in a natural, undisturbed state.
 - b. No cultivation, construction, or surface disturbance is permitted, unless approved by the Municipality.
 - c. Natural vegetation must be preserved to reduce erosion, maintain habitat, and enhance biodiversity, except when vegetation removal is required to be

6.0 LAND USE POLICIES cont.

compliant with municipal FireSmart principles.

- d. The Municipality may access ERE lands for inspection or monitoring.
- e. No excavations are allowed without written municipal consent.
- f. Fencing should be wildlife friendly (e.g., split-rail fencing or low-impact plantings). Installation of new barbed wire fencing is discouraged to avoid harm to wildlife and maintain ecological integrity. If barbed wire fencing is installed, it must follow Alberta Conservation Society guidelines for wildlife-friendly fencing including maximum top wire height, minimum bottom wire height, and smooth top and bottom wires.

Environmental Reserve Agreement

5. Upon adoption of the ASP by bylaw, it is an agreement for the purposes of s. 664.1(2)(b) of the MGA.

Wetland Buffer Zone Requirements

6. A 30-metre wetland buffer zone shall be established and maintained around all wetlands, as recommended in the Biophysical Assessment. The wetland buffer zone shall be measured from the boundary of the wetland or waterbody (legal bank, where applicable).
7. Notwithstanding the provisions in subsections 1, 2, and 3, the wetland buffer zones may be reduced at the subdivision stage if a formal wetland perimeter survey is conducted and recommends a reduced buffer than the conservative 30-metre buffer identified in this ASP. The wetland perimeter survey must receive approval from the subdivision authority.

Environmental Protection Requirements

8. Direct and indirect disturbance of all wetlands within the Plan area is strictly prohibited.
9. Any development affecting wetlands must be accompanied by a Wetland Assessment and Impact

Report (WAIR) and obtain approval under the Alberta Water Act. Where avoidance is not possible, compensation strategies must be reviewed and approved by a Qualified Wetland Science Practitioner (QWSP).

10. Preserve the hydroperiod of wetlands by regulating grading (land leveling) and surface water flow (how water moves across the land) in adjacent development. The “hydroperiod” refers to the natural timing and duration of water levels in a wetland – how long the wetland stays wet during the year and how it fluctuates with seasons. Ensuring that the hydroperiod is preserved means maintaining the wetland’s natural water cycles, which are critical for the plants and animals that depend on it.
11. Development or road construction is not permitted within Environmental Reserves and Environmental Reserve Easements, except in exceptional cases where crossings are required. In such cases, crossings shall:
 - a. Occur at the narrowest points
 - b. Include wildlife-friendly infrastructure (e.g., culverts, clear zones)
12. All construction near ER and ERE areas must apply best management practices for sediment and erosion control (e.g., silt fencing, stormwater management).
13. Vegetation removal outside ER and ERE lands should be scheduled outside the migratory bird nesting window (April 15 – August 15). If unavoidable, a pre-clearing nest survey by a Qualified Environmental Professional is required.
14. Prohibit disturbance to raptor nests between May 1 and September 1, unless confirmed inactive through a qualified survey.
15. Amphibian and reptile habitat disturbances should be limited to the period of April 1 to October 15.
16. Adhere to seasonal restrictions within ER and ERE lands, especially avoiding major disturbance from December 15 to April 30.

6.0 LAND USE POLICIES cont.

17. Prohibited noxious and noxious weeds must be actively prevented and removed, consistent with the Weed Control Act (AB 2011). Development must include invasive species management plans. On privately held land, weed control is the responsibility of the land owner.
18. Require low-impact development (LID) techniques to manage surface runoff and protect water quality in adjacent wetlands and the unnamed stream 100m from the site boundary.
19. An Environmental Construction Management Plan (ECMP) is required for all construction phases adjacent to or within proximity to ER and ERE lands.

lands for public park development, recreational facilities, trail systems, or other eligible public purposes as outlined in Section 666 of the MGA.

6.7. Municipal Reserves

1. The gross developable area within the Plan Area is approximately 34.678 hectares. In accordance with the Municipal Government Act (MGA), the developer is required to dedicate 10% of the gross developable area as Municipal Reserve (MR), resulting in a total MR dedication requirement of 3.468 hectares.
2. A total of 3.468 hectares of land has been identified and dedicated as Municipal Reserve within the Land Use Concept. This includes:
 - a. 3.448 hectares for the Wildlife Corridor, supporting habitat connectivity, ecological function, and public recreation;
 - b. 0.02 hectares for a public parking area, located adjacent to the laneway and intended to provide access to the Allison/Chinook Public Land Use Zone to the north of the Plan Area.
3. The MR obligation will be satisfied through the dedication of these lands at the time of subdivision.
4. The Municipality reserves the right to use MR

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7.0 TRANSPORTATION

7.1. General Policies

1. The proposed transportation network, as illustrated in the Road Network Map, is designed to:
 - a. Provide efficient internal access to residential lots;
 - b. Connect to the external municipal road system; and
 - c. Accommodate recreational and emergency access, as well as low-volume non-motorized use.
2. Right-of-way planning and road dedication shall generally conform to the road layout depicted in the Land Use Concept Map, subject to further refinement at the subdivision and detailed design stages. All road alignments must adhere to the applicable policies and standards identified in this ASP.
3. Minor technical modifications to road alignment or configuration—such as adjustments due to topography, lot layout optimization, or geotechnical conditions—may be approved at the subdivision stage without requiring a formal amendment to the ASP.

7.2. Design Standards

1. All roads and lanes within the Plan Area shall be constructed in accordance with the Municipality of Crowsnest Pass Engineering and Development Standards. These roads will be gravel surfaces.
2. Local Public Roadways shall be constructed to Rural Local Road standards, as defined in Table 2.2.2 – General Design Guidelines, with a minimum right-of-way width of 20.0 metres.
3. The lane, as shown in the Land Use Concept, shall have a minimum width of 6.0 metres, constructed to municipal standards.
4. Cul-de-sacs must comply with fire truck turning radius and snow storage requirements. Turning bulbs must be designed to accommodate large emergency and service vehicles in accordance with FireSmart

Residential Development Guide access standards.

5. Sidewalks are not required on either side of the rural local roads. The road surface is intended to support multi-modal use, including pedestrian walking and casual cycling, consistent with rural country residential design standards.

7.3. Secondary Access

1. The northern lane connection point shall function as a secondary egress, and must remain free from obstruction at all times. Signage and gating may be installed if approved by the Municipality.
2. The 6-metre-wide lane shall also serve as a multi-purpose connection between the internal road system and the surrounding recreational trails network, enhancing pedestrian and non-motorized connectivity.

7.4. Traffic

1. Given the low-density, rural residential character of the proposed development, the anticipated increase in vehicular traffic is minimal and will not significantly impact the existing road network. As such, a Traffic Impact Assessment (TIA) is not required.

7.5. Safety

1. A stop sign shall be installed on the internal road leg of the intersection at Tecumseh Road and the proposed road to ensure safe entry and exit from the Plan Area.
2. A clear sightline triangle must be maintained at all internal intersections and driveway access points, especially where the proposed road intersects with Tecumseh Road. All new driveway locations shall meet municipal sight distance requirements.

7.0 TRANSPORTATION cont.

7.6. Property Approaches

1. Driveway access to each parcel shall be constructed by the home builder or property owner at the time of development. Each driveway shall include a culvert where required, designed and installed to the satisfaction of the Municipality. All driveway designs should ensure proper drainage and shall be reviewed and approved by the Municipality prior to construction.

7.7. Excavation Practices

1. Excavation and construction activities related to internal roads, driveways, and approaches shall be undertaken in accordance with the applicable recommendations outlined in the Biophysical Assessment Report and the Geotechnical Report prepared in support of this Area Structure Plan.

7.0 TRANSPORTATION cont.

Figure 10. Road Network Map



8.0 SERVICING AND UTILITIES

8.1. General Servicing Policies

1. All infrastructure shall be developed in accordance with provincial regulations, the MCNP Engineering and Development Standards, and this ASP and the biophysical assessment and geotechnical assessment prepared for it.
2. Details regarding wells, cisterns, and water volume availability are available in the Mcelhanney Phase 3 Groundwater Availability Assessment, dated February 21, 2025.

8.2. Water Servicing

1. All residential parcels must have access to a legal and reliable source of potable drinking water in accordance with the Alberta Public Health Act and Alberta Health Services (AHS) recommendations and Sections 21 and 23 of the Water Act.
2. Based on the Mcelhanney Phase 3 Groundwater Availability Assessment, no more than 17 residential lots within the Plan Area shall be permitted to install individual water wells. To protect the aquifer and support sustainable water use, each lot permitted to drill a well must:
 - a. Be serviced by a combination of an individual groundwater well and a cistern system.
 - b. Use water from the well only for statutory household purposes, in accordance with the Alberta Water Act, with a maximum withdrawal of 1,250 m³/year per household.
 - c. Install a balancing cistern of a size recommended by a local installation professional to reduce peak aquifer demand.
 - d. Register a restrictive covenant on title requiring the installation and continued use of the cistern as a condition of subdivision approval.

3. At the sole discretion of the subdivision authority, any additional lots over 17 lots (up to a maximum of 6 lots) may be approved on the condition that they shall not be permitted to drill wells and must instead:
 - a. Be serviced by an on-site cistern, with a minimum size of 3000 gallons, filled through licensed potable water hauling services;
 - b. Have a separate restrictive covenant registered on title prohibiting well installation;
 - c. Demonstrate availability of contracted water delivery prior to final subdivision endorsement.
4. The assignment of the 17 lots permitted to be serviced by groundwater wells will be finalized at the subdivision approval stage, based on the following considerations:
 - a. The developer's proposal identifying which lots will be serviced by groundwater wells and which will be cistern-only;
 - b. A balanced distribution of cistern-only lots throughout the Plan Area, to the extent feasible;
 - c. Individual lot suitability, including assessment of topography, soil conditions, potential drawdown impacts, and required setback distances from other wells and private sewage systems;
 - d. Review and approval by the Subdivision Authority in consultation with Alberta Environment and Protected Areas (AEPA), Alberta Health Services (AHS), and the Municipality.
5. All private water systems should be:
 - a. Fully contained within the property boundaries they serve;
 - b. Located, operated, and maintained in accordance with provincial legislation and health regulations.
6. All proposed lots in the subdivision applications relying on wells should have a completed water well and a

8.0 UTILITIES cont.

48-hour minimum duration pumping test, with results analyzed and certified by a qualified hydrogeologist.

7. Well completion should aim to access deeper vertical fractures, where feasible, to reduce cumulative pressure on the upper weathered bedrock interval.
8. As per Section 8 of the McElhanney Phase 3 Groundwater Availability Assessment, dated February 21, 2025, the subject property can accommodate a maximum of 17 lots with wells.
9. For lots serviced exclusively by hauled water, the developer shall provide purchasers with:
 - a. Written confirmation of availability of water delivery services, including provider name and service frequency;
 - b. Estimated monthly costs (e.g., \$200 per 3,000-gallon load, lasting approximately 2 months for a typical family);
 - c. Sample restrictive covenant language ensuring no future well installation.
10. All well water should be tested for compliance with Health Canada's Guidelines for Canadian Drinking Water Quality (GCDWQ). Where exceedances occur (e.g., iron, fluoride, sodium, turbidity), lot owners shall be responsible for on-site water treatment systems.
11. Due to the carbonate-rich bedrock, water hardness and mineral scale issues are anticipated. Treatment systems such as reverse osmosis or ion exchange are recommended for long-term maintenance of water quality and plumbing systems.
12. The developer will register a restrictive covenant on the parcel as a condition of subdivision which will limit the number of lots with wells to 17. Upon subdivision, each parcel in the subdivision will be registered as a dominant tenement of the restrictive covenant to allow for enforcement of the restriction on lots which are not permitted to drill a well. The restrictive covenant will

run with the land, and may not be amended or removed without prior written notification to the Municipality of Crowsnest Pass.

8.3. Stormwater Management

1. All subdivision and developments within the Plan Area shall implement on-site stormwater retention strategies designed to ensure that post-development discharge rates do not exceed pre-development conditions. Stormwater shall be directed to adjacent wetlands or natural low-lying areas only where such discharge.
 - a. Maintains the hydrologic integrity of the receiving feature;
 - b. Is approved through a Stormwater Management Plan (SWMP) and applicable provincial regulations.
2. At the time of subdivision or development permit application, the applicant shall submit a detailed Stormwater Management Report (SWMR) prepared by a qualified professional. The report shall include:
 - a. Pre- and post-development hydrology modeling;
 - b. Stormwater volume and rate control calculations;
 - c. Drainage maps and outlet locations;
 - d. Erosion and sediment control plans;
 - e. Integration with wetland protection and Environmental Reserve Easement (ERE) areas.
3. Roadside ditches shall be incorporated along both sides of the public roadways within the 20-metre road right-of-way to:
 - a. Collect and convey stormwater away from the road surface;
 - b. Reduce the risk of road surface deterioration and icing;
 - c. Direct runoff to designated infiltration or dispersion

8.0 UTILITIES cont.

- points;
 - d. Be vegetated or armored with erosion-resistant materials where necessary;
 - e. Maintain positive drainage flow without impeding driveway access or creating standing water.
4. Ditch and culvert design shall comply with the Municipality's Engineering and Development Standards. During development of lot driveways, the property owner will be required to install a culvert constructed to the Municipality's standards, subject to the Municipality's approval.
 5. Where possible, the stormwater system should incorporate Low-Impact Development (LID) practices, including:
 - a. Shallow swales or bio-swales;
 - b. Grass buffers and naturalized drainage corridors;
 - c. Level spreaders or infiltration trenches;
 - d. Rock check dams and silt fencing during construction phases.
 6. No stormwater from private driveways, rooftops, or yard drainage shall be permitted to flow directly into roadways or adjoining properties. Instead, runoff shall be:
 - a. Contained within each lot;
 - b. Directed into vegetated swales, infiltration trenches, or the roadside ditch network;
 - c. Managed to avoid concentration of flow that may cause erosion or ponding.
 7. Stormwater runoff from individual lots should be retained, diffused, and treated on-site to the extent feasible, using naturalized or engineered methods, before reaching municipal drainage or wetland features.
 8. Stormwater discharge into any identified wetlands shall be:
 - a. Pre-treated through filtration or sedimentation where necessary;
 - b. Limited to controlled release points approved through the subdivision design;
 - c. Managed to prevent changes to wetland hydroperiods or water quality.
 9. A construction-phase erosion and sediment control (ESC) plan may be required for all phases of subdivision and lot-level development, ensuring that sediment-laden runoff does not reach roads, ditches, or environmentally sensitive areas.
 10. Stormwater infrastructure, including ditches, culverts, swales, and erosion control measures, shall be constructed and fully operational at the Construction Completion Certificate stage and shall be maintained by the developer until the Municipality assumes responsibility.

8.4. Wastewater System

1. All residential lots within the Plan Area shall be serviced by private on-site wastewater treatment systems, in the form of conventional or advanced septic systems, designed, installed, and maintained in accordance with:
 - a. The current Alberta Private Sewage Systems Standard of Practice;
 - b. Alberta Safety Codes Act;
 - c. Site-specific geotechnical and hydrogeological conditions identified through subdivision and development applications.

8.0 UTILITIES cont.

2. Each lot shall be required to demonstrate, through a qualified professional, that:
 - a. Soil percolation and loading rates are suitable for the proposed system;
 - b. A suitable area for a septic field or alternative system exists outside of building envelopes, water wells, and environmental reserve easements;
 - c. There is sufficient separation from wetlands, watercourses, and shallow groundwater.
3. A Level IV Private Sewage Treatment System Design Report shall be required as a condition of Disposal System Permit approval for each lot, which includes but is not limited to:
 - a. Soil assessment and percolation test results;
 - b. Septic field or treatment unit location;
 - c. System type (e.g., septic tank and field, mound system, advanced treatment unit);
 - d. Maintenance requirements and servicing plan.
4. Where soil or site conditions do not permit a conventional field-based system, engineered alternative systems (e.g., sand mounds, packaged treatment plants, holding tanks) shall be required, and subject to approval by a certified Safety Codes Officer.
5. At the time of subdivision, the applicant must submit a subdivision-level wastewater servicing report, prepared by a professional engineer or a qualified private sewage designer, in accordance with applicable provincial regulations and the Municipality of Crowsnest Pass Land Use Bylaw. This report must:
 - a. Confirm feasibility for all lots based on soil and terrain conditions;
 - b. Identify any lots that may require specialized or off-site solutions;
 - c. Demonstrate compliance with all applicable

provincial and municipal regulations, including required setbacks from water bodies, wells, and property lines, as well as loading rates and system sizing criteria.

6. No communal wastewater systems or municipal extensions are proposed or supported within the Plan Area.

8.5. Utilities

1. All utility servicing within the Plan Area shall be consistent with the Municipality's engineering and development standards, and coordinated with relevant provincial and private utility providers during subdivision.
2. The developer shall be responsible for the extension, installation, and connection of all shallow and dry utility services, including:
 - a. Natural gas (provided by ATCO Gas);
 - b. Electric power (provided by Fortis Alberta);
 - c. Telephone and internet (provided by TELUS or equivalent third-party provider);
 - d. Other franchise utilities as applicable.
3. At the time of subdivision and development, all shallow utilities shall be located within the road right-of-way, in dedicated utility corridors to ensure orderly installation, access for maintenance, and to avoid conflict with environmental reserves or infrastructure.
4. Utility alignments should be coordinated between service providers and the Municipality at the time of detailed design and may include:
 - a. Joint-use trenching strategies;

8.0 UTILITIES cont.

- b. Use of utility easements registered on title where off-road placement is unavoidable.
- 5. Above-ground utility infrastructure (e.g., pedestals, transformers, meters) should be:
 - a. Located to minimize visual and functional conflicts with driveways and landscaping;
 - b. Protected by barrier posts or bollards as required;
- 6. Utility extensions shall be phased in accordance with the approved subdivision plan and:
 - a. Be installed prior to final surface grading of roads;
 - b. Ensure that each lot has access to essential services at the time of construction;
 - c. Include all trenching, conduit installation, and restoration.
- 7. Developers shall consult with utility providers during subdivision design to ensure adequate service capacity and distribution.
- 8. Where shallow utilities cannot be located entirely within the public road right-of-way, appropriate utility easements shall be secured and registered on title prior to endorsement of subdivision plans.
- 9. No buildings, structures, or permanent landscaping shall be permitted within utility easements. These areas must remain accessible for inspection, repair, and future upgrades.



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9.0 IMPLEMENTATION

The Tecumseh ASP provides a high-level policy framework to guide future subdivision, land use redesignation (redistricting), and development approvals within the Plan Area. Implementation of this ASP will occur through a combination of planning tools and municipal processes, including the MDP, the Land Use Bylaw, subdivision review, development agreements, development permitting, and safety codes permitting.

This section outlines how the ASP will be put into effect over time and provides guidance on plan amendments, development staging, and regulatory approvals.

9.1. ASP Amendments

The Land Use Concept and policy framework presented in this ASP are intended to provide general guidance on land use pattern, servicing strategy, and environmental protection within the Plan Area. The land use designations shown on the Land Use Concept Map are not intended to represent surveyed boundaries and may be adjusted through subdivision and detailed design.

An amendment to the ASP will not be required for minor changes in lot configuration, road alignment, or servicing approach, provided that:

- The overall development vision and intent of the ASP are maintained;
- Environmental Reserve and Landscape Buffer areas are respected or enhanced;
- The number of residential lots does not exceed the maximum supported by the servicing studies and ASP policies.

A formal amendment to the ASP will be required if:

- The proposed development introduces a new land use designation not contemplated in this ASP;
- There is a significant shift in the location or extent of designated Environmental Reserve or Landscape Buffer areas;
- There is a substantial increase in residential density beyond the limits supported by the technical assessments.

9.2. Development Staging

Development within the Plan Area is expected to occur in a single or limited number of contiguous phases, guided by:

- Access to Tecumseh Road and internal rural road construction;
- Logical servicing connections;
- Market demand for country residential lots.

While no detailed staging plan is required at this time, development will generally proceed from west to east, starting with the area most accessible to Tecumseh Road. The phasing of road construction, utility installation, and environmental protection measures shall follow the sequence of lot development. The Municipality may consider flexibility in staging, and ASP amendments will not be required to accommodate alternate development sequences that remain consistent with the overall intent of this Plan.

9.0 IMPLEMENTATION cont.

9.3. Land Use Redesignation (Redistricting) and Subdivision

Prior to subdivision or development, the subject lands must be redesignated from the current NUA-1 (Non-Urban Area) district to another suitable district in alignment with the Land Use Bylaw.

Subdivision applications will be reviewed and evaluated based on the following criteria:

- Conformance with the Land Use Concept and policies outlined in this ASP;
- Compliance with the Municipal Development Plan and Land Use Bylaw;
- Fulfilment of applicable engineering design standards and environmental protection requirements;
- Demonstrated capacity for potable water supply, on-site wastewater treatment, and stormwater management, as per supporting technical assessments.

As part of the subdivision process, the Municipality may require:

- Execution of a development agreement to secure construction of Municipal and third party infrastructure;
- Dedication and registration of Environmental Reserve lands over lands identified in the ASP as environmental reserves.
- Registration of Environmental Reserve Easement covenants over lands identified in the ASP as environmental reserve easements.
- Dedication of Municipal Reserve (MR) lands through registration on title, in accordance with the Municipal Government Act and as described in Section 5 and 6 of this ASP.
- Registration of restrictive covenants on title to ensure compliance with servicing limitations and groundwater protection measures, such as prohibiting well drilling on cistern-only lots or requiring cisterns for well-supported lots.

An aerial photograph of a large, mostly forested area. A red line outlines a specific region on the left side, which includes a road and some cleared land. The text 'TECUMSEH AREA STRUCTURE PLAN' is overlaid in large white letters. Below it, the address '3055 Tecumseh Road | Municipality of Crowsnest Pass, AB' is written in a smaller white font. At the bottom, a small note states 'This ASP is prepared by: Ruibin Li, RPP, MCIP'. The page number '212' is in the bottom right corner.

TECUMSEH AREA STRUCTURE PLAN

3055 Tecumseh Road | Municipality of Crowsnest Pass, AB

This ASP is prepared by: Ruibin Li, RPP, MCIP



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.f

Subject: Bylaw 1234, 2025 - Land Use Bylaw Amendment - redesignate the NW¼ 15-8-5-W5M from "Non-Urban Area NUA-1" to "Grouped Country Residential - GCR-1" and "Recreation and Open Space RO-1" - First Reading

Recommendation: That Council give first reading to Bylaw 1234, 2025 to initiate public consultation.

Executive Summary:

Bylaw 1234, 2025 proposes to redesignate the NW¼ 15-8-5-W5M in accordance with the land use concept in Bylaw 1233, 2025 the Tecumseh Area Structure Plan (which is elsewhere on this Council agenda for first reading).

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.

Bylaw No. 1165, 2023, as amended.

Discussion:

Over the past several months the landowner has developed the Tecumseh Area Structure Plan (ASP) for the lands legally described as the NW¼ 15-8-5-W5M, containing ±41.07 ha (101.5 acres). The ASP proposes 23 country residential parcels on the land that fronts onto the existing Tecumseh Road east of the existing Tecumseh Subdivision. Bylaw 1233, 2025 elsewhere in this Council agenda proposes the adoption of the Tecumseh ASP as a framework for redesignation and future subdivision and development.

Bylaw 1234, 2025 proposes to redesignate the subject property to facilitate the implementation of the ASP.

Subdivision of the land in accordance with the ASP will follow if and when Council adopts Bylaw 1233, 2025 and Bylaw 1234, 2025.

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments:

[FORMATTED Bylaw 1234, 2025.docx](#)

[Bylaw 1234 2025 - redesignation map.pdf](#)

[Bylaw 1234 2025 - redesignation map - aerial.pdf](#)

MUNICIPALITY OF CROWSNEST PASS
Bylaw 1234, 2025
LAND USE BYLAW AMENDMENT – Redesignate the NW¼ 15-8-5-W5M

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw.

WHEREAS the Council of the Municipality of Crowsnest Pass wishes to redesignate the lands legally described as the NW¼ 15-8-5-W5M, containing ±41 ha (101.5 acres), from “Non-Urban Area – NUA-1” as follows:

- A. a portion containing ±34.42 ha (85.05 acres) to “Grouped Country Residential – GCR-1”, and
 - B. a portion containing ±6.65 ha (16.42 acres) to “Recreation and Open Space – RO-1”,
- as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.

AND WHEREAS the purpose of the bylaw is to provide for the opportunity to subdivide and develop the lands in accordance with the provisions of the districts.

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. The Land Use District Map be amended to redesignate the lands legally described as the NW¼ 15-8-5-W5M, containing ±41 ha (101.5 acres), from “Non-Urban Area – NUA-1” as follows:
 - a) a portion containing ±34.42 ha (85.05 acres) to “Grouped Country Residential – GCR-1”, and
 - b) a portion containing ±6.65 ha (16.42 acres) to “Recreation and Open Space – RO-1”,as shown on Schedule ‘A’ attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023, being the Land Use Bylaw, is hereby amended.
3. This bylaw comes into effect upon third and final reading hereof.

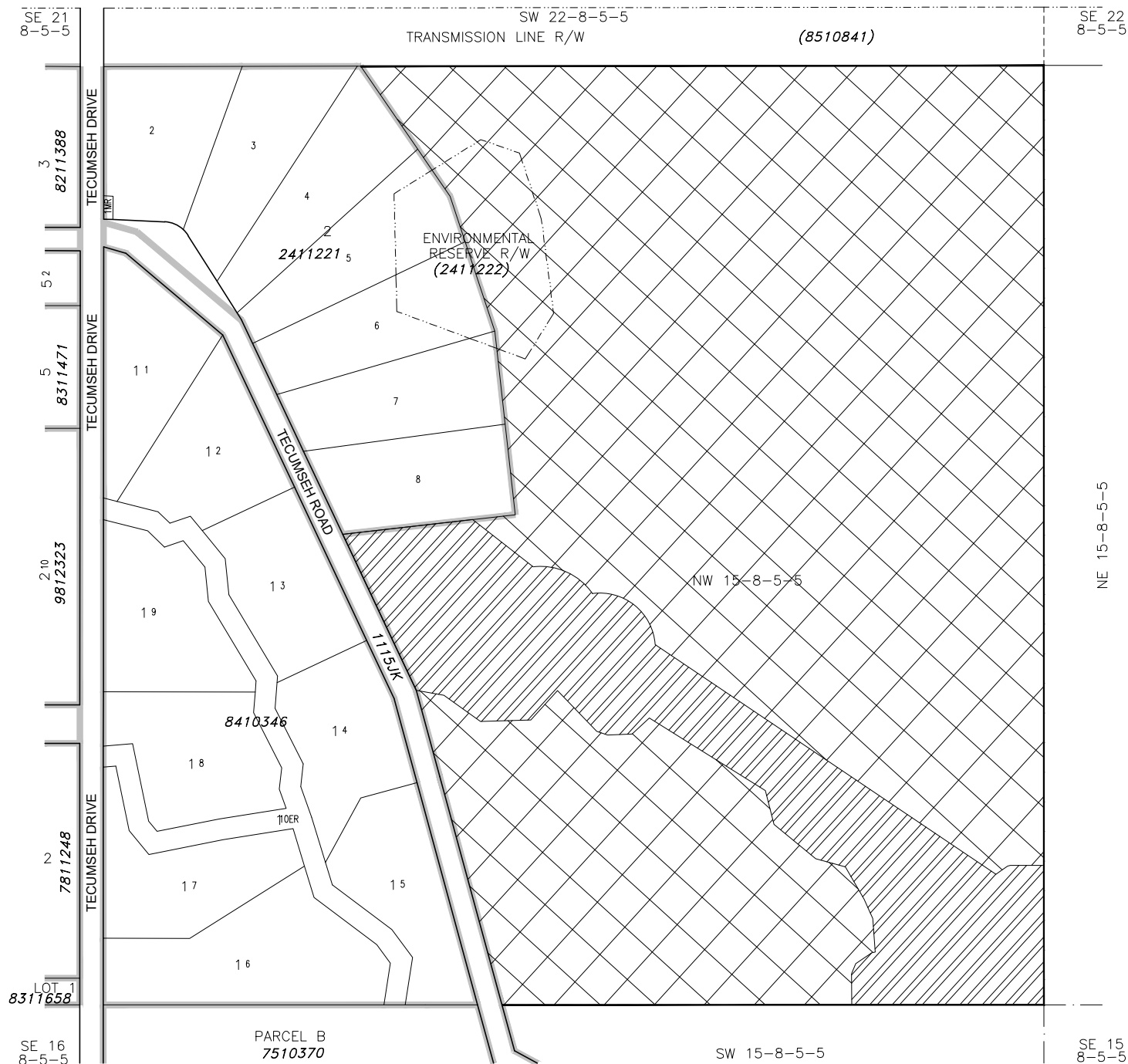
READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

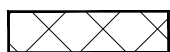
READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter, Mayor

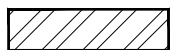
Patrick Thomas, Chief Administrative Officer



LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'



FROM: Non-Urban Area NUA-1
TO: Grouped Country Residential GCR-1



FROM: Non-Urban Area NUA-1
TO: Recreation & Open Space RO-1

Bylaw #: 1234, 2025

Date: _____

MAP PREPARED BY:

OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

PORTIONS OF NW 1/4 SEC 15, TWP 8, RGE 5, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: JULY 17, 2025

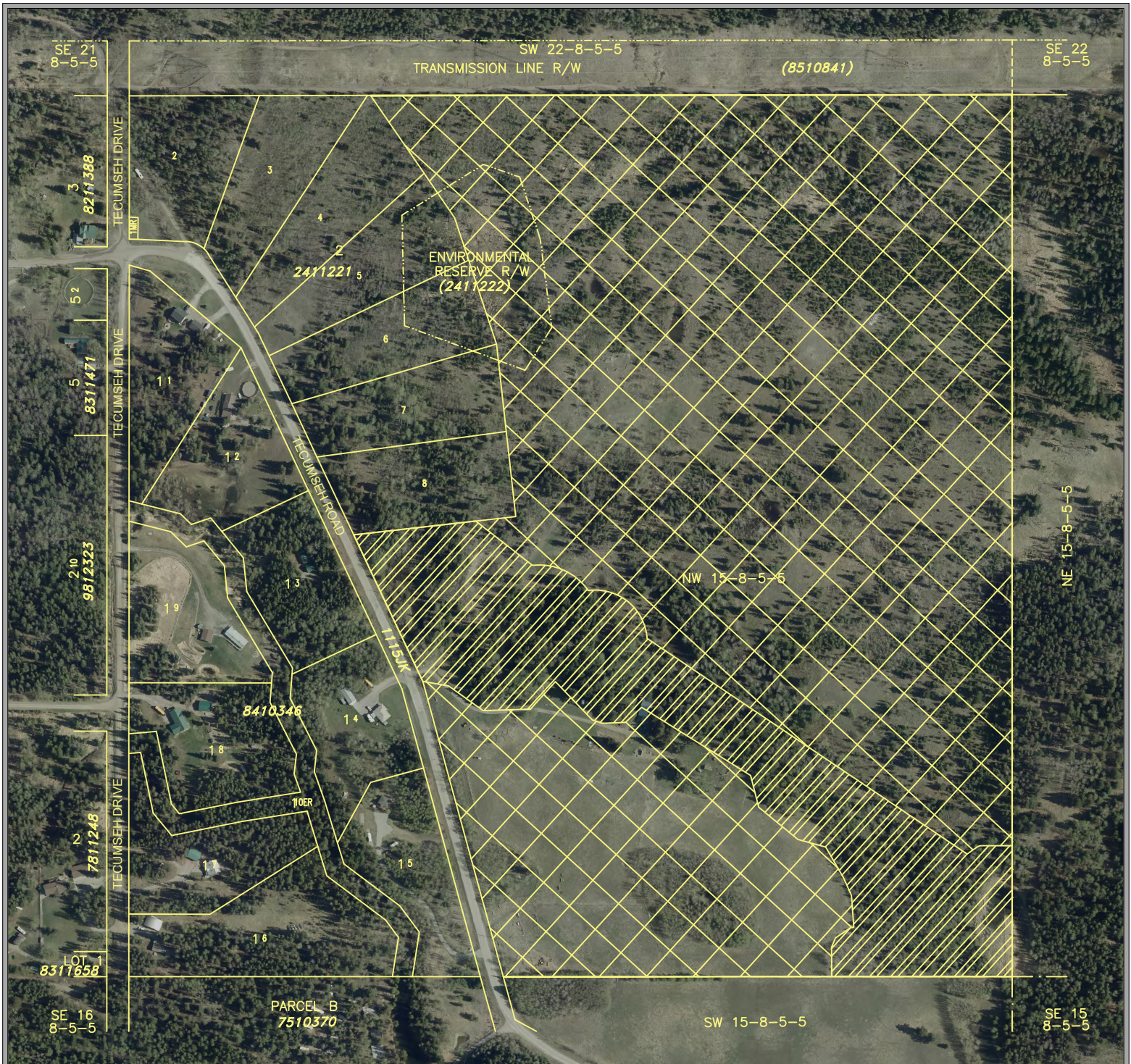


OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 100 200 300 400

July 18, 2025 N:\C-N-P\CNP LUD & Land Use Redesignations\
Crowsnest Pass - Bylaw 1234, 2025 - NW15-8-5-5.dwg





LAND USE DISTRICT REDESIGNATION SCHEDULE 'A'

Aerial Photo Date: May 19, 2021



FROM: Non-Urban Area NUA-1
TO: Grouped Country Residential GCR-1



FROM: Non-Urban Area NUA-1
TO: Recreation & Open Space RO-1

Bylaw #: 1234, 2025

Date: _____

MAP PREPARED BY:

OLDMAN RIVER REGIONAL SERVICES COMMISSION
3105 16th AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5E8
TEL. 403-329-1344

"NOT RESPONSIBLE FOR ERRORS OR OMISSIONS"

PORTIONS OF NW 1/4 SEC 15, TWP 8, RGE 5, W 5 M
MUNICIPALITY: MUNICIPALITY OF CROWSNEST PASS
DATE: JULY 17, 2025

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 Metres 100 200 300 400
July 18, 2025 N:\C-N-P\CNP LUD & Land Use Redesignations\
Crowsnest Pass - Bylaw 1234, 2025 - NW15-8-5-5.dwg





Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.g

Subject: Bylaw 1237, 2025 - Land Use Bylaw Amendment - Parking Standards for Apartment Buildings
- Second and Third Reading

Recommendation: That Council consider the input received from the public hearing before considering second and third readings of Bylaw 1237, 2025.

Executive Summary:

A development permit for an Apartment Building was recently issued by the Municipal Planning Commission with a 13% variance to the parking standard (total required - 126 parking stalls; 16 parking stalls varied; 110 parking stalls approved as required). The development permit was then refused on appeal by the Subdivision and Development Appeal Board (SDAB) for the reason that the parking variance will result in Apartment Building parking spilling into neighborhood streets and materially interfere with or affect the use, enjoyment, or value of neighboring parcels of land. The SDAB recommended that the Municipality reviews the parking standards for Apartment Building to increase the standard above the average standard in other communities, because the Crowsnest Pass is a linear community and lacks public transportation. That review has been completed and Bylaw 1237, 2025 proposes a land use bylaw amendment to implement the revised parking standards.

Relevant Council Direction, Policy or Bylaws:

Municipal Government Act s. 692 Planning Bylaws.
Bylaw No. 1165, 2023, as amended.

Discussion:

Bylaw 1237, 2025 received first reading on July 08, 2025 and a public hearing was scheduled for August 19, 2025.

The attached comparison of parking standards in various communities of the same population size and lack of public transportation shows that the parking standards for Apartment Building in the Municipality of Crowsnest Pass (MCNP) current land use bylaw fall in the median range of the other

communities. Upon review, it was determined that the MCNP current parking standards include visitor parking, for which some of the other communities require an additional standard. It was also determined that the MCNP current parking standards for Apartment Building require a finer break-out between dwelling units based on the number of bedrooms. Further, it was determined that the implicit, good practice of requiring that a parking lot is designed to accommodate pedestrian movement needs to be more clearly stated in the land use bylaw parking standards, and that in some instances a loading area may be required.

The proposed revised parking standard in Bylaw 1237, 2025:

- has an **optional** additional standard for visitor parking - 10% of the total regular parking requirement may be required either as designated off-street parking, or the Development Authority may deem that on-street parking is sufficient to accommodate visitors, depending on the length of street frontage of the subject property; further, the option to require visitor parking or not is in the sole discretion of the Development Authority based on the site-specific circumstances, and when the Development Authority does not require visitor parking in a specific instance, it shall not be deemed to be a variance; and
- is more finely graded based on the number of bedrooms in each dwelling unit; and
- clarifies the provisions regarding off-street loading areas; and
- requires a parking layout that accommodates pedestrian movement.

The proposed revised standards are included in the last row in the attached communities comparison table. On face-value it may appear that the revised standards are less or at least the same than the current standards however, the revised standards are higher than or the same as five of the other nine communities, and only four of the other nine communities have a higher parking standard. The proposed revised standard is thus in the median range of nine communities who do not have public transportation. The proposed 10% visitor parking standard is higher than six of the other nine communities.

It should be considered that the current parking standard for Single-Detached Dwelling is 2.0 stalls per dwelling unit. A four-bedroom Single-Detached Dwelling could have a 5-person household each with their own vehicle, yet in most communities throughout the province the typical parking requirement for a Single-Detached Dwellings is 2.0 stalls. The surplus parking demand from Single-Detached Dwellings is typically accommodated on-street, without materially interfering with or affecting the use, enjoyment, or value of adjacent parcels or the neighborhood.

Another aspect to consider is that the Historic Commercial Areas Overlay District exempts existing apartment dwelling units in the Main Street areas of Bellevue, Blairmore, and Coleman from the parking requirements. These dwelling units typically have a very low or even zero vacancy rate, and on-street parking seems to fulfill in the demand for both the commercial uses and the dwelling units without creating a parking congestion or spilling onto adjacent residential neighborhood streets. *[Note:*

at first reading of Bylaw 1237, 2025 a Councillor inquired about the number of existing dwelling units above the commercial spaces in Blairmore Main Street. Administration inquired with the Property Tax Assessor, and while this data is not presently available the Assessor indicated that they intend to collect this data throughout the summer of 2025 and to make it available in due course.]

A review of the MCNP current and proposed (Bylaw 1237, 2025) parking requirements against two existing apartment buildings in the Municipality of Crowsnest Pass found the following:

- Apartment at 8601 – 22 Ave, Coleman - 50 units – 17 one-bedroom – 33 two-bedroom - 60 parking stalls (none for visitors)
- Apartment at 13102 – 22 Ave, Blairmore - 38 units – 22 one-bedroom/bachelor – 9 two-bedroom – 7 three-bedroom – 38 parking stalls (none for visitors)

At the MCNP **current parking standards**, these buildings would be required to provide the following parking:

- Coleman – 22 parking stalls for the one-bedroom units plus 58 parking stalls for the two-bedroom units = total 80 parking stalls [variance of 25% (20 stalls)]
- Blairmore – 28 parking stalls for the bachelor/one-bedroom units plus 28 parking stalls for the two and three-bedroom units = total 56 parking stalls [variance of 32% (18 stalls)]

At the MCNP **parking standards proposed in Bylaw 1237, 2025** , these buildings would be required to provide the following parking:

- Coleman – 17 parking stalls for the one-bedroom units plus 42 parking stalls for the two-bedroom units = total 59 parking stalls [the 60 stalls are almost exactly what the proposed standard requires - zero variance].
- Blairmore – 22 parking stalls for the bachelor/one-bedroom units plus 12 parking stalls for the two-bedroom units plus 11 parking stalls for the three-bedroom units = total 45 parking stalls [the 38 stalls are less than what the proposed standard, and would require a variance of 16% (7 stalls)].

The Municipality has not received complaints for parking congestion complaints at these two buildings.

What are other communities doing?

The City of Lethbridge is undertaking a comprehensive review of its land use bylaw. In the attachment (City of Lethbridge Proposed Parking Standards), the City proposes to follow the lead of other Alberta communities by reducing the parking requirement **FOR ALL DWELLING UNIT TYPES**, including Single-Detached Dwellings, to **one parking stall per dwelling unit** (from two stalls per dwelling unit). This removes the argument that parking standards for apartment buildings in the Crowsnest Pass must be

significantly higher than other communities only because it lacks a public transportation service because Lethbridge is considering to reduce the parking standard for ALL types of dwelling units, not only for apartment buildings and other high density type dwelling units that are typically categorized as relying on transportation services. The City of Lethbridge notes other factors they consider with regard to parking such as housing affordability (additional parking space costs are passed on to the renter/homeowner), urban sprawl (buildings spread out further due to parking) and economic potential (parking can reduce housing floor space.)

Analysis of Alternatives:

1. Council may give second and third readings to Bylaw 1237, 2025.
2. Council may make any changes to Bylaw 1237, 2025 that they deem appropriate before considering second and third readings of Bylaw 1237, 2025.
3. Council may defeat Bylaw 1237, 2025.

Financial Impacts:

N/A

Attachments:

[Community Parking Standards Comparison.pdf](#)

[City of Lethbridge - Proposed Parking Standards.pdf](#)

[Bylaw 1237, 2025.docx](#)

[Bylaw 1237, 2025 - Schedule A.pdf](#)

**Comparison of Parking Standards for "Apartment Building" in Various Communities of Similar Population Size and Lack of Public Transportation
For a Proposed Apartment Building with 12 dwelling units consisting of three - 2 bedroom units, six - 3 bedroom units, and three - 4 bedroom units**

Community	Population	Public Transportation*	Apartment Parking Standard	Parking Requirement for the Proposed Development	More or Less than MCNP ** Current Standard
Municipality of Crowsnest Pass current standards	5,695	No			n/a
– up to 1 bedrooms			1.25 / du***	n/a	
– 2+ bedrooms			1.75 / du (including visitor parking)	21	
Town of Picher Creek	3,622	No			Less by 3 (14%)
– 1 bedroom			1.25 / du	n/a	
– 2+ bedrooms			1.50 / du (including visitor parking)	18	
Town of Cardston	3,724	No	1.50 / du + 0.5 / du visitors (25% visitor parking)	18 + 6 = 24	More by 3 (14%)
Town of Coalhurst	2,869	No	1.5 / du + 1.0 / 2 du's visitors (25% visitor parking)	18 + 6 = 24	More by 3 (14%)
Town of Taber	8,862	No			More by 5 (24%)
– 1 bedroom			1.0 / du + 1.0 / 8 du's visitors	n/a	
– 2+ bedrooms			2.0 / du + 1.0 / 8 du's visitors (6% visitor parking)	24 + 1.5 = 26	
Town of Innisfail	7,672	Yes – call on-demand; wait	1.0 / du + 1.0 / 5 du's visitors 2.0 (17% visitor parking)	12 + 2.4 = 15	Less by 6 (40%)
Town of Stettler	5,695	No			More by 4 (19%)
– 2 bedrooms			1.50 / du + 0.15 / du visitors	4.5 + 0.45 = 5	
– 3+ bedrooms			2.0 / du + 0.15 / du visitors (7% visitor parking)	18 + 1.35 = 20 Total: 25	
Town of Rocky Mountain House	6,765	No	1.0 / du + 0.1 / du visitors (9% visitor parking)	12 + 1.2 = 14	Less by 7 (33%)
Town of Olds	9,209	Yes – pre-booking	1.75 / du (including visitor parking)	21	Same
Town of Carstairs	4,898	No	1.75 / du (including visitor parking)	21	Same

Municipality of Crowsnest Pass proposed standards					
– 1 bedroom			1 / du	n/a	
– 2 bedrooms			1.25 / du	3.75	
– 3 bedrooms			1.50 / du	9	
– 4 bedrooms	5,695	No	2 / du	6	
– designated visitor parking			10% visitor parking as required by the DA having consideration for street frontage available for visitor parking and requiring layout for pedestrian movement	2 stalls for visitor parking	Less by 2 (11%) however, better parking layout with pedestrian movement
– designated loading area			One loading area per Apartment Building or per parking lot (may be on-street signed and enforced)		or
Total				19 stalls + 2 stalls for visitor parking = 21 (on-street parking in street frontage may count towards visitor parking)	Same with potentially more on-street visitor parking, an efficient parking layout with pedestrian movement, and loading areas

* Public Transportation - most of the communities provide a handi-bus service for seniors. The Town of Innisfail’s on-demand service is provided by the PACE bus and is arranged through an app, website or call centre. The Town of Olds’ Sunshine Bus must be pre-booked.

** MCNP means Municipality of Crowsnest Pass

*** du means dwelling unit

**** DA means Development Authority

City of Lethbridge:

Parking & the Land Use Bylaw

A Land Use Bylaw has a significant impact on the off-street parking provided in a municipality, as the regulation in a Land Use Bylaw determines the required number and design of **off-street** parking spaces for all developments in the city. *Note that the LUB does **not** deal with **on-street** (public) parking.*

Lethbridge's current Land Use Bylaw requires that a minimum number of off-street parking spaces **must** be provided for **every** development in the city (unless that development is granted a waiver). This means that the City regulates the amount of parking each development must provide, rather than allowing the landowner to choose what they need.

While minimum parking requirements can improve convenience for automobile users, they also impact our community in a variety of ways. Minimum parking requirements can affect:

- **Housing Affordability:** Creating parking spaces costs a home builder thousands of dollars per space, which is usually passed on to the renter / homeowner.
- **Urban Sprawl:** Extensive parking requirements cause developments to be spread further out from one another, increasing the distance between residents and amenities, limiting the walkability of individual neighbourhoods and the city as a whole.
- **Economic Potential:** Parking requirements can reduce the ability of an existing building to be used for a new purpose, as there is less usable floor area on the property.

Over the past several years, many other Canadian municipalities have eliminated minimum parking requirements. Rather than relying on the City to know how much parking is best for a business, instead each business is trusted to know their own customers and to provide the amount of parking they need. Cities including Medicine Hat, High River, Edmonton and Saskatoon have taken this approach. Calgary eliminated parking requirements except for residential uses, which they lowered.

Residential Parking Requirements

Based on preliminary engagement feedback and internal research, the project team is proposing to revise parking requirements for residential developments so that they are standardized across housing types, reducing complexity and ensuring equity.

Note that developers may still provide more stalls if they wish, this only defines the minimum amount of parking required. The new LUB would also retain minimum requirements for barrier-free parking spaces (accessible parking).

Please see the table below for a comparison of the current parking requirements in the LUB and the new proposed requirements.

Current Requirements	Single-Detached	Two-Unit	Four-plex		Townhouse		Apartment Dwelling	
			With 1 or more bedrooms	With 2 or more bedrooms	With 1 or more bedrooms	With 2 or more bedrooms	With 1 or more bedrooms	With 2 or more bedrooms
	2 stalls	2 stalls per unit	1 stall per unit	2 stalls per unit	1 stall per unit	2 stalls per unit	1 stall per unit	2 stalls per unit
Proposed Requirements	Single detached, Two-Unit, Four-plex, Townhouse & Apartment Dwelling							
	1 stall per unit							

MUNICIPALITY OF CROWSNEST PASS
BYLAW NO. 1237, 2025
LAND USE BYLAW AMENDMENT

BEING a bylaw of the Municipality of Crowsnest Pass in the Province of Alberta, to amend Bylaw No. 1165, 2023, being the municipal Land Use Bylaw, in accordance with section 692 of the Municipal Government Act, Chapter M26, Revised Statutes of Alberta 2000, as amended.

WHEREAS the Council of the Municipality of Crowsnest Pass determines it prudent to review, update, and clarify the parking standards for Apartment Buildings in order to align it with the parking standards in other Alberta communities with similar population and lack of public transportation to what exists in the Crowsnest Pass, it wishes to amend the Land Use Bylaw as identified in Schedule 'A' attached hereto and forming part of this bylaw.

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. In *Schedule 6, Off-street Parking and Loading Area Standards*, revise the parking standards for Apartment Building and Multi-unit Residential Building as identified in Schedule 'A' attached hereto and forming part of this bylaw.
2. Bylaw No. 1165, 2023 is hereby amended.
3. This bylaw shall come into effect upon third and final reading hereof.

READ a **first** time in council this _____ day of _____ 2025.

READ a **second** time in council this _____ day of _____ 2025.

READ a **third and final** time in council this _____ day of _____ 2025.

Blair Painter
Mayor

Patrick Thomas
Chief Administrative Officer



**MUNICIPALITY OF CROWSNEST PASS
IN THE PROVINCE OF ALBERTA**

LAND USE BYLAW NO. 1165, 2023

Council of the Municipality of Crowsnest Pass in the Province of Alberta enacts as follows:

BEING A BYLAW OF THE MUNICIPALITY OF CROWSNEST PASS, IN THE PROVINCE OF ALBERTA, TO REGULATE THE USE AND DEVELOPMENT OF LAND AND BUILDINGS WITHIN THE MUNICIPAL BOUNDARIES AND TO ESTABLISH THE AUTHORITIES REQUIRED TO EXERCISE THE RELATED POWERS, FUNCTIONS AND DUTIES ON BEHALF OF THE MUNICIPALITY, PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000.

THIS BYLAW MAY BE CITED AS THE MUNICIPALITY OF CROWSNEST PASS LAND USE BYLAW.

1 INTERPRETATION

- 1.1 For Definitions, see Schedule 18.
- 1.2 Unless the context specifically implies otherwise, the land use definitions shall be interpreted to imply the requirement of the construction of a building as defined in this Bylaw.
- 1.3 If a regulation under a provincial act is repealed and a new regulation is substituted for it, any reference in this Bylaw to the repealed regulation shall be construed as a reference to the provisions of the new regulation relating to the same subject matter as the repealed regulation.

2 SCHEDULES AND MAPS

- 2.1 The Schedules and maps attached hereto form part of this Bylaw.

3 DEVELOPMENT AUTHORITY AND SUBDIVISION AUTHORITY

- 3.1 The office of "Development Authority" is established pursuant to the relevant provisions of the Act. It shall consist of the Development Officer, the Municipal Planning Commission and, in a Direct Control District, Council and, upon an appeal, the Subdivision and Development Appeal Board.
- 3.2 The incumbent(s) in the position(s) of Development Officer(s) and their direct supervisor, are hereby appointed as the "Development Officer" (or "Development Office") to fulfil that part of the Development Authority role assigned to the Development Officer in this Bylaw, with duties assigned by their supervisor in accordance with the applicable job description
- 3.3 Council shall, in accordance with the Municipal Planning Commission Bylaw, appoint the members of the Municipal Planning Commission (MPC).
- 3.4 The Development Officer, the Municipal Planning Commission, the Subdivision and Development Appeal Board and Council, as may be applicable, shall be the Development Authority for all purposes of the Act and shall exercise those powers, duties and functions assigned to them in this Bylaw and the Act.
- 3.5 Pursuant to the Municipal Planning Commission Bylaw, the MPC is the Subdivision Authority.

Schedule 6

OFF-STREET PARKING AND LOADING AREA STANDARDS

1. REQUIREMENTS FOR PARKING AND LOADING AREAS

- 1.1 Off-street parking and loading facilities shall be accessible and shall be:
 - (a) designed to eliminate tandem parking (which is the stacking of vehicles in parking spaces without providing a driving aisle to enter or exit the parking spaces).
 - (b) constructed so as to facilitate drainage, snow removal and maintenance;
 - (c) provided with a hard-surfaced, all-weather finish layer;
 - (d) designed so as to not interfere with either parking or traffic and pedestrian safety.
- 1.2 All developments except “Single-Detached Dwelling” and “Duplex / Semi-Detached Dwelling” shall be designed so that parking movements necessary to access and exit a driveway, a parking stall, a parking lot, a loading bay, or a drive-through establishment, from and onto a public street (except a lane), can safely be carried out wholly on the subject parcel of land.
- 1.3 Access from a public road or lane into and internal to each parking area and each loading area shall meet the applicable turning radius guidelines in “*Design Vehicle Dimensions for Use in Geometric Design*” (Transportation Association of Canada, 1997, as amended) or in “*Chapter D – At-grade Intersections – Highway Geometric Design Guide*” (Alberta Infrastructure, August 1999, as amended).

Shared Parking Facilities

- 1.4 A required parking or loading facility shall be located on the same lot as the development for which it is required unless, in the opinion of the Development Authority, it is impractical to provide all of the required facilities on the same lot. In such a situation the Development Authority may:
 - (a) allow all or some of the required parking spaces on an alternate lot located within 50 metres (164 ft) of the development, provided a parking agreement or other suitable instrument registrable onto a certificate of title, to which the Municipality is a Third-Party, is registered against the alternate lot concerned; or
 - (b) allow limited sharing of parking spaces between two uses where the *normal* hours of operation will not conflict, e.g. a church and a commercial use.

Special Parking and Loading Provisions - Historic Commercial Areas Overlay District (HCA-OD)

- 1.5 The HCA-OD establishes special parking and loading area provisions and exemptions for the change of use or occupancy of an existing commercial property.

2. REQUIREMENTS SPECIFIC TO PARKING AREAS

- 2.1 Parking spaces shall be designed to comply with the layout alternatives shown in the diagrams provided in this Schedule, and the following dimensions:
 - (a) 2.7 metres (9 ft) width;
 - (b) 6.1 metres (20 ft) length.
- 2.2 As a condition of development approval, the Development Authority may require that:
 - (a) all or part of a specified parking area be hard-surfaced;
 - (b) a certain number of parking spaces for the handicapped be provided pursuant to provisions in this Schedule;



- (c) a proposed parking area with over four parking spaces be set back at least 2.4 metres (8 ft) from a street, lane or property line adjacent to a residential land use district, or be screened to the Development Officer's satisfaction;
 - (d) parking facilities for any use, other than a residential building with less than three dwelling units, be ***laid out and clearly marked*** in a manner which provides for safe and orderly parking, ***loading, and pedestrian movement***;
 - (e) the dimensions and layout of parking spaces and access lanes be comparable to one of the alternatives shown on the diagrams in this Schedule.
- 2.3 In the case of multiple uses on a site, parking spaces equivalent to the total of the spaces required for each individual use shall be provided.
- 2.4 The minimum number of off-street parking spaces required for specific uses in **Table 1** shall be provided for these uses and shall be applicable in every land use district, except as provided for parking exemptions in the Historic Commercial Areas Overlay District, or unless otherwise specified in this Bylaw, and except as may be varied by a variance approved by the Development Authority.
- 2.5 The calculation of parking space requirements that results in a fractional number shall be rounded to the next highest number.

3. REQUIREMENTS SPECIFIC TO LOADING AREAS

- 3.1 The provision of off-street loading areas shall be as follows:
- (a) A minimum of one off-street loading area per building or one loading area for each loading door, whichever is greater, shall be provided in the C-1 and C-2 land use districts.
 - (b) A minimum of two off-street loading areas per building or one loading area for each loading door, whichever is greater, shall be provided in the I-1 and SIP-1 land use districts.
 - (c) The Development Authority may require the provision of off-street loading areas in other land use districts.
 - (d) The Development Authority may require additional loading areas or doors be provided for a specific development.
- 3.2 The Development Authority may allow a joint loading area for two adjacent developments where this would facilitate more orderly or economical development.
- 3.3 Loading areas shall be designed to comply with the following dimensions:
- (a) 3.0 metres (10 ft) width;
 - (b) 9.1 metres (30 ft) length;
 - (c) 27.9 m² (300 ft²) area;
 - (d) 4.3 m (14 ft) overhead clearance.
- 3.4 Each loading area shall be designed so that vehicles using it will not interfere with safe and convenient pedestrian movement, traffic flow or parking.

4. BARRIER-FREE PARKING SPACES

- 4.1 Barrier-free parking spaces shall be designed in accordance with best practices.
- 4.2 The number of designated barrier-free parking spaces shall be in accordance with **Table 2**.



Table 1
MINIMUM OFF-STREET PARKING SPACES

PROPOSED USE	PARKING SPACES REQUIRED *
Residential, except in the CM-1 District	
Apartment Building and Multi-Unit Residential Building	<p>One-bedroom units – 1 per dwelling unit Two-bedroom units – 1.25 per dwelling unit Three-bedroom units – 1.50 per dwelling unit Four-bedroom units – 2 per dwelling unit</p> <p><u>All developments:</u></p> <ul style="list-style-type: none"> • <u>At the sole discretion of the Development Authority pursuant to s. 3.1(c) in this Schedule, the Development Authority may require one off-street loading area for each Apartment Building or parking lot, or may approve one (or more) on-street loading area(s) per Apartment Building or parking lot that requires traffic signage and enforcement by the Municipality; and further, when the Development Authority does not require a loading area, it shall not be deemed to be a variance.</u> • <u>At the sole discretion of the Development Authority, 10% visitor parking above the total dwelling unit parking requirement as follows:</u> <ol style="list-style-type: none"> 1) <u>having consideration for the length of street frontage of the subject parcel the Development Authority may consider those parking spaces for use by the Apartment Building occupants and visitors;</u> <u>or</u> 2) <u>where there is a lack of street frontage of the subject parcel, the Development Authority may require that the developer provides off-street designated visitor parking;</u> <u>or</u> 3) <u>the Development Authority may approve a combination of on-street and off-street visitor parking;</u> <p><u>and when the Development Authority does not require visitor parking it shall not be deemed to be a variance.</u></p> <p>1.75 per dwelling unit containing 2 or more bedrooms 1.25 per dwelling unit containing no more than 1 bedroom</p>
Seniors Supportive Housing Facility	0.5 per accommodation unit
Secondary Suite	1.0 per secondary suite
All Other Residential Uses	2 per dwelling unit
Commercial, except in the CM-1, UTAR, and NUTAR Districts	
Retail – Store, Small	1 per 45.1 m ² (485 ft ²) net floor area (NFA) **
Retail – Store, Large	To be determined by the recommendations of a traffic engineering review
Service Station and Automobile or Equipment Repair	1 per 45.1 m ² (485 ft ²) NFA; minimum 6 spaces per development
Office and Personal Service	1 per 60.0 m ² (645 ft ²) NFA
Food and/or Beverage Service	1 per 5 seats or 1 per 12.0 m ² (130 ft ²) NFA, whichever is greater, plus 1 space per 2 employees
Motel	1 per guest room
Hotel	1 per guest room

Drive-in Food Service	As for Food and/or beverage service , but with a minimum of 10 spaces per development
Auto Sales and Service	1 per 49.7 m ² (535 ft ²) of site area
Short-Term Rental / Bed & Breakfast	1 per 4 guests in addition to parking required for the principal use. Parking for all principal use and guest vehicles, including recreation vehicles, utility trailers and ATV trailers shall be accommodated on the subject property, and the parking of all principal use and guest vehicles, including recreation vehicles, utility trailers and ATV trailers shall not be allowed on the street, regardless of the provisions in other municipal bylaws (e.g. for landowner on-street parking or the recreational vehicle of the landowner). The Development Authority shall not approve a variance to the off-street parking standard for a Short- Term Rental / Bed & Breakfast in any District that is not within the Historic Commercial Areas Overlay District.
Tourist Home	1 per 4 guests. Parking for all vehicles, including recreation vehicles, utility trailers and ATV trailers shall be accommodated on the subject property, and the parking of all vehicles, including recreation vehicles, utility trailers and ATV trailers shall not be allowed on the street, regardless of the provisions in other municipal bylaws (e.g. for landowner on-street parking or the recreational vehicle of the landowner). The Development Authority shall not approve a variance to the off-street parking standard for a Tourist Home in any District that is not within the Historic Commercial Areas Overlay District.
All Other Commercial Uses	As approved by the Development Authority
Industrial and Storage	
Manufacturing or processing	1 per 65.0 m ² (700 ft ²)NFA; minimum of 5 spaces
Light Manufacturing, Warehousing and Storage Facility	1 per 65.0 m ² (700 ft ²)NFA; minimum of 5 spaces
Public Assembly, except in the CM-1 District	
Place of Worship	1 per 5 fixed seats
Community Facility (except school)	1 per 6 fixed seats OR 1 per 5.0 m ² (54 ft ²) NFA, whichever is greater
School, elementary and junior	2 per classroom
School, high and college	1 per 4 students
All other uses and all uses in the CM-1, UTAR, and NUTAR Districts	<ul style="list-style-type: none"> As approved by the Development Authority and/or specified in an approved Comprehensive Site Development Plan. In the UTAR and NUTAR districts parking shall include additional guest parking, and parking shall not be allowed on public streets.

NOTES:

* The calculation of parking space requirements that results in a fractional number shall be rounded to the next highest number

** NFA refers to net floor area

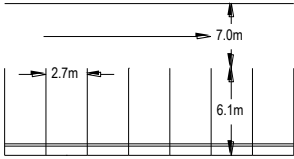
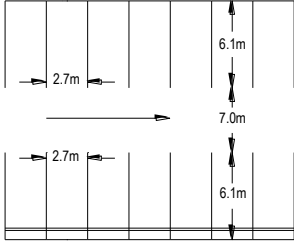
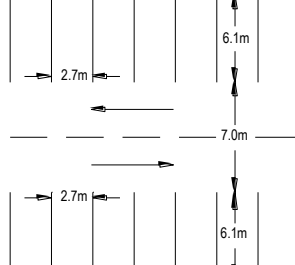
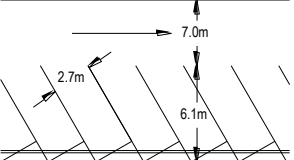
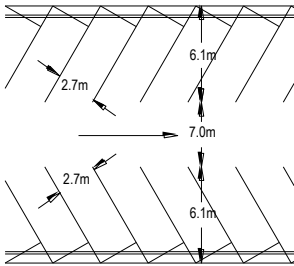
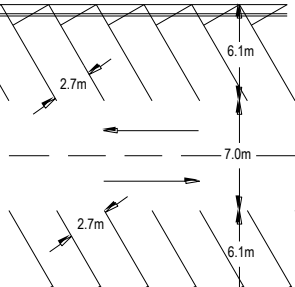
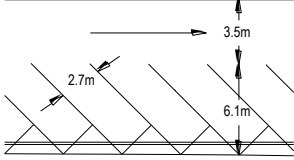
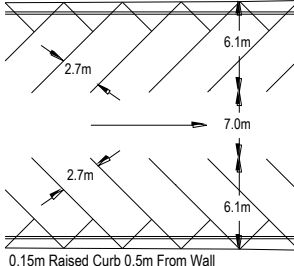
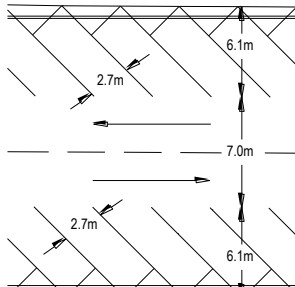
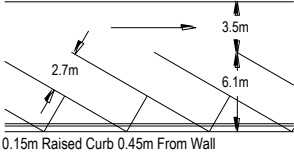
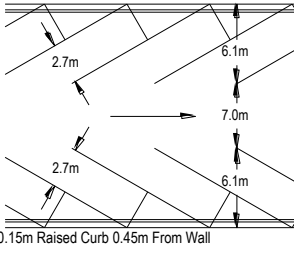
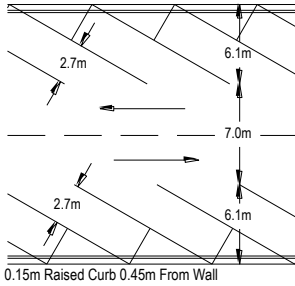


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Table 2
DESIGNATED BARRIER-FREE PARKING SPACES

Total Number of Parking Spaces from Table 2	Designated Barrier-Free Parking Spaces Required as Part of and included with Total Parking Spaces
2–10	1
11–25	2
26–50	3
51–100	4
for each additional increment of 100 or part thereof	one additional space

PARKING LAYOUT ALTERNATIVES-METRES

<p>90° one way-single aisle</p>  <p>0.15m Raised Curb 0.6m From Wall</p>	<p>90° one way-two aisle</p>  <p>0.15m Raised Curb 0.6m From Wall</p>	<p>90° two way-two aisle</p>  <p>0.15m Raised Curb 0.6m From Wall</p>
<p>60° one way-single aisle</p>  <p>0.15m Raised Curb 0.6m From Wall</p>	<p>60° one way-two aisle</p>  <p>0.15m Raised Curb 0.6m From Wall</p>	<p>60° two way-two aisle</p>  <p>0.15m Raised Curb 0.6m From Wall</p>
<p>45° one way-single aisle</p>  <p>0.15m Raised Curb 0.5m From Wall</p>	<p>45° one way-two aisle</p>  <p>0.15m Raised Curb 0.5m From Wall</p>	<p>45° two way-two aisle</p>  <p>0.15m Raised Curb 0.5m From Wall</p>
<p>30° one way-one aisle</p>  <p>0.15m Raised Curb 0.45m From Wall</p> <p>acadfile\blocks\parkingm</p>	<p>30° one way-two aisle</p>  <p>0.15m Raised Curb 0.45m From Wall</p>	<p>30° two way-two aisle</p>  <p>0.15m Raised Curb 0.45m From Wall</p>



Municipality of Crowsnest Pass Request for Decision

Meeting Date: August 19, 2025

Agenda #: 7.h

Subject: Southwest Alberta Skateboard Society (SWASS) Skatepark - Information

Recommendation: That Council receives this report as information.

Executive Summary:

Southwest Alberta Skateboard Society (SWASS) Skatepark is planning to build a skatepark in Flumerfelt Park, Coleman. The estimated cost for 2026 project construction is \$1,023,750. To date, SWASS has managed to secure \$551,635 of funding, which includes the \$400,000 commitment from MCNP. The estimated remaining funding needed for the project is \$472,118.

Relevant Council Direction, Policy or Bylaws:

- August 19, 2025 Delegation 6.b. presentation from Southwest Alberta Skateboard Society (SWASS) Update.
- Motion 25-2025-07-15: Councillor Sygutek moved that Administration comes back with the balance of the Dedicated Reserves from Utilities Fund, how much interest has been gained over that period of time and how much it would cost for the Municipality to fully fund the Skateboard Park.
- Motion B04-2024-11-28: Councillor Sygutek moved that Council Amends the funding in the amount of \$400,000 for the outdoor skate park to be allocated from the New Recreation Facility Reserve within the Capital Plan.
- Motion 12-2021-06-08: Councillor Filipuzzi moved that Council approve the transfer of the Electrical Distribution Reserve balance to the new Recreation Facilities Reserve and then close the Electrical Distribution Reserve Account.
- July 9, 2024 6.a Delegation presentation from Southwest Alberta Skateboard Society (SWASS) Update. Documents attached.
- Motion 05-2018-12-18: Councillor Sygutek moved that the \$704,799 in the Electrical Utility Reserve be designated as per Administrative recommendation.
- Motion 04-2018-12-18: Councillor Filipuzzi moved that Council re-designate the Electrical Utility Reserve from Restricted to Unrestricted.

Discussion:

The Electrical Utility was sold to Fortis Alberta in June 2018 for \$3,745,902 plus GST. The funds were allocated into the Electrical Utility Reserve. As per Motion 05-2018-12-18, there were several allocations to other reserves in 2018, which brought the 2018 yearend reserve balance to \$3,296,878.92. The balance held steady until 2021, when the annual surplus was moved into the Electrical Utility Reserve. As per Motion 12-2021-06-08, the Electrical Utility Reserve balance of \$3,564,345.92 was transferred to the New Recreation Facility Reserve. The current balance of the New Recreation Facility Reserve as of today is \$3,915,174.07.

The Electrical Utility Reserve, along with other reserves, were put into long term investments with CIBC Wood Gundy in February 2019. Since then there has been a total accumulation of interest of \$609,527.59. The portion of interest derived from the Electrical Utility Reserve is \$424,568, the remainder of interest is estimated to be from the other reserves invested in the long term investments.

As per Motion B04-2024-11-28, the 2025 Capital Plan has \$400,000 approved to go towards the outdoor skate park. To date, no amounts have been paid to SWASS.

Based on discussions with SWASS, the updated cost of the outdoor skate park is \$975,000 plus GST, for construction. SWASS has received funding totalling \$151,632, plus a commitment from the Municipality for \$400,000. SWASS is awaiting deliberation from the Large Stream CFEP application for a funding request of \$475,000. The deliberation will be made in December 2025. If successful, the Large Stream CFEP grant would cover the remainder of the costs of the skate park. If the Large Stream CFEP is unsuccessful, the Small Stream CFEP grant will be applied for in January 2026 for \$125,000. If both CFEP grants are unsuccessful, the total funding needed to complete the project is \$472,118. Therefore, the total cost for the Municipality to fund the outdoor skate park is \$872,118 (\$400,000 Capital Project commitment in 2025 amount plus the remaining balance).

Analysis of Alternatives:

N/A

Financial Impacts:

N/A

Attachments: