

**March 5, 2024**  
**SUBDIVISION AND DEVELOPMENT APPEAL BOARD**  
**HEARING AGENDA**  
**COUNCIL CHAMBERS AND VIDEOCONFERENCE**  
**2:00 p.m.**

- 1. CALL TO ORDER (2:00 p.m.)**
- 2. SCHEDULE OF HEARINGS:**
  - 2.1 Appellant: Great West Land Holdings Inc. 024-STU-003 Development Appeal
- 3. ADJOURNMENT**



NOTICE OF APPEAL

SUBDIVISION & DEVELOPMENT APPEAL BOARD

<b>Site Information:</b>		<p><b>RECEIVED</b></p> <p><b>FEB 13 2024</b></p> <p><b>STURGEON COUNTY</b> Date Received Stamp</p>
Municipal Address of site:	5 27018 HWY 633 LOT 11A, BLOCK 9 PLAN 0324329	
Legal land description of site: (*plan, block, lot* and/or *range-township-section-quarter)		
Development Permit number or Subdivision Application number:	305309-23-D0221	

<b>Appellant Information:</b>		
Name:	Phone:	Agent Name: (if applicable)
GREAT WEST LAND HOLDINGS INC.	780-991-5290	
Mailing Address:	City, Province:	
6 ESTATES CRES	ST. ALBERT, AB.	
Postal Code:	Email:	
T8N 5X1	PERRY@GREATCIRCLEINC.COM	

APPEAL AGAINST (Check ONE Box Only) for multiple appeals you must submit another Notice of Appeal

<b>Development Permit</b>		<b>Subdivision Application</b>	
<input type="checkbox"/> Approval	<input type="checkbox"/> Approval	<input type="checkbox"/> Approval	<input type="checkbox"/> Approval
<input type="checkbox"/> Conditions of Approval	<input type="checkbox"/> Conditions of Approval	<input type="checkbox"/> Conditions of Approval	<input type="checkbox"/> Conditions of Approval
<input checked="" type="checkbox"/> Refusal	<input type="checkbox"/> Refusal	<input type="checkbox"/> Refusal	<input type="checkbox"/> Refusal
<b>Stop Order</b>			
<input type="checkbox"/> Stop Order			

REASON(S) FOR APPEAL Sections 678 and 686 of the *Municipal Government Act* require that the written Notice of Appeal must contain specific reasons

- NEED VARIANCE FOR DISTANCE OF REAR SETBACK.

- BALCONY FACES NORTH WITH NO ADJACENT PROPERTIES

ONLY THE EXISTING AIRPORT APRON, TAXIWAY & RUNWAY.

- EIA FAP HAS BEEN APPROVED. (Attach a separate page if required)

The personal information collected will be used to process your request for a hearing before the Subdivision and Development Appeal Board and is collected under the authority of the *Municipal Government Act (MGA)* and the *Freedom of Information and Protection of Privacy Act (FOIP)*. Your information will form part of a file available to the public. If you have any questions about the collection and use of this information, please contact the Sturgeon County FOIP Coordinator at 9613-100 Street, Morinville, Alberta, T8R 1L9 (780) 939-4321.

Signature of Appellant/Agent <i>[Signature]</i>		Date: FEB 13/24
<b>FOR OFFICE USE ONLY</b>		
SDAB Appeal Number:	Appeal Fees Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No	Hearing Date: YYYY/MM/DD



**Sturgeon County**  
9613-100 St  
Morinville, Alberta T8R-1L9  
(780) 939-4321 ext.

GREAT WEST LAND HOLDINGS INC.

Receipt Number: 202400908  
 GST Number: 107747412RT0001  
 Date: 2024-02-13  
 Initials: KS

Account	Description	Prev Bal	Payment	Balance
16APP	APPEAL FEES - LEGISLATIVE SI		\$100.00	
			Subtotal: \$100.00	
			Taxes: \$0.00	
			Total Receipt: \$100.00	<u>Cheque No.</u>
			Debit: \$100.00	
			Total Monies Received: \$100.00	
			Rounding: \$0.00	
			Amount Returned: \$0.00	

**From:** [Brad Timms](#)  
**To:** [Dianne Mason](#)  
**Cc:** [perry](#)  
**Subject:** Re: SDAB Appeal  
**Date:** Thursday, February 15, 2024 12:42:55 PM

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**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender, and know the content is safe. If you are unsure of the contents of this email, please reach out to IT at [ISSupport@sturgeoncounty.ca](mailto:ISSupport@sturgeoncounty.ca)

Sorry yes the correct apeal number should be the last one that refers to the apeal notice with the March 4,2024 deadline

Thanks

Brad Timms

|Severed in line with section 17 of the FOIP Act|

On Feb 15, 2024, at 9:27 AM, Dianne Mason <[dmason@sturgeoncounty.ca](mailto:dmason@sturgeoncounty.ca)> wrote:

Good morning,

If you could please refer to the message below sent yesterday, March 14, 2024.

In order to process and complete your SDAB appeal I require confirmation that you are intending to appeal development permit application 305305-24-D0025 and NOT the permit number indicated on your appeal form of 305305-23-D0221.

If you could please respond to this email so that I have written confirmation of the correct development permit application that you are appealing.

I look forward to receiving your response shortly.

Thank you.

**Dianne Mason**

**Legislative Advisor**

780-939-8277

[dmason@sturgeoncounty.ca](mailto:dmason@sturgeoncounty.ca)

[sturgeoncounty.ca](http://sturgeoncounty.ca)

9613 100 Street, Morinville, AB T8R 1L9

<image001.png>

**From:** Dianne Mason  
**Sent:** Wednesday, February 14, 2024 10:44 AM  
**To:** perry  
**Cc:** Melodie Steele  
**Subject:** SDAB Appeal

Good morning,

I am in receipt of your Notice of Appeal for the Subdivision and Development Appeal Board.

The development permit number indicated on the appeal form reads 305305-23-D0221. I believe that the appeal period for this permit expired on January 25, 2024 and a new application was made.

The development permit number on the current application is 305305-24-D0025 with an appeal expiry date of March 4, 2024.

Can you please confirm for me by response to this email, that your intention is to appeal permit **305305-24-D0025** and not the development permit number that was indicated on your Notice of Appeal.

Thank you.

**Dianne Mason**  
**Legislative Advisor**  
780-939-8277  
[dmason@sturgeoncounty.ca](mailto:dmason@sturgeoncounty.ca)  
[sturgeoncounty.ca](http://sturgeoncounty.ca)  
9613 100 Street, Morinville, AB T8R 1L9

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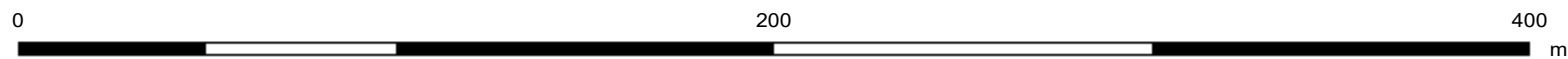
**This communication is intended for the recipient to whom it is addressed, and may contain confidential, personal, and or privileged information. Please contact the sender immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply should be deleted or destroyed.**

<Notice of Appeal - Great West Land Holdings Inc..pdf>



Legend

- Parcel
  - Provincial Highways
  - Other
- Community Labels
- Community Boundary
- Parcel
- AddressWMS
  - Address
- Ortho\_2021
  - Red: Band\_1
  - Green: Band\_2
  - Blue: Band\_3



This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

#5 27018 SH 633 Villeneuve Airport

February 20, 2024

SDAB File Number: 024-STU-003

To Whom it May Concern:

**NOTICE OF  
APPEAL BOARD HEARING**

Legal Description of Subject Property:	Plan 0324325; Block 9; Lot 11A Villeneuve Airport 5, 27018 SH 633
Decision Regarding Proposed Development:	To leave an existing uncovered deck/balcony (9.13 metres x 4.93 metres in area) as built with a variance to the rear yard setback)

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Your appeal to the Subdivision and Development Appeal Board (SDAB) respecting the above-noted matter was received on February 13, 2024. In accordance with section 686(2) of the *Municipal Government Act*, the Subdivision and Development Appeal Board (SDAB) must hold an appeal hearing within 30 days after receipt of a notice of appeal.

Take notice that this Subdivision and Development Appeal Board hearing is scheduled for **March 5, 2024 at 2:00 p.m.** in the Council Chambers of Sturgeon County Centre, 9613 – 100 Street, Morinville, Alberta.

The hearing may also be attended via videoconference, which will take place through the Microsoft Teams platform. If you plan to access the hearing this way, please notify the undersigned at least 24 hours prior to the hearing. Please test Microsoft Teams in advance of the hearing as there will not be an opportunity to do so once the hearing is commenced. Alternatively, you may participate by telephone only. If you choose this option, please dial 1-647-749-9426 (toll) or 833-841-6740 (toll free) and then when prompted enter conference ID 411 116 797#. This should connect you directly into the hearing.

When an appeal is received, the Appellant has the right to make a written submission and attend the hearing. Should you wish to exercise this right, your written submissions should be addressed to the undersigned and sent by email to [legislativeservices@sturgeoncounty.ca](mailto:legislativeservices@sturgeoncounty.ca) at least five (5) days prior to the hearing date. Therefore, written submissions are due to be submitted no later than February 29, 2024.

SDAB hearings are public in nature. It is understood that an individual writing, submitting items to the Board, or attending the hearing has a reasonable expectation that their personal information (i.e. name) or business information could be disclosed at a public SDAB hearing and as part of the SDAB agenda package on the Sturgeon County website. Pursuant to Sturgeon County Subdivision and Development Appeal Board Bylaw 1410/18, hearings are recorded. In addition to audio recording, persons attending via videoconference who activate their video cameras will have their images recorded.

Should you require further information, call (780) 939-8277 or (780) 939-1377 or email [legislativeservices@sturgeoncounty.ca](mailto:legislativeservices@sturgeoncounty.ca).

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Dianne Mason  
Secretary, Subdivision and Development Appeal Board



February 20, 2024

SDAB File Number: 024-STU-003

Dear Resident:

**NOTICE OF  
APPEAL BOARD HEARING**

Take notice that a hearing has been scheduled concerning the following proposed development:

Legal Description of Subject Property:	Plan 0324325; Block 9; Lot 11A Villeneuve Airport 5, 27018 SH 633
Decision Regarding Proposed Development:	To leave an existing uncovered deck/balcony (9.13 metres x 4.93 metres in area) as built with a variance to the rear yard setback)

**Applicant: Great West Land Holdings Inc.**

Reasons for Appeal (as identified on the Notice of Appeal):

- The balcony faces north with no adjacent properties. There is only the existing airport apron, taxiway and runway.

Take notice that this Subdivision and Development Appeal Board hearing is scheduled for **March 5 2024 at 2:00 p.m.** in the Council Chambers of Sturgeon County Centre, 9613 – 100 Street, Morinville, Alberta.

The hearing may also be attended via videoconference, which will take place through the Microsoft Teams platform. If you plan to access the videoconference this way, please notify the undersigned at least 24 hours prior to the hearing. Please test Microsoft Teams in advance of the hearing as there will not be an opportunity to do so once the hearing is commenced. Alternatively, you may participate by telephone only. If you choose this option, please dial 1-647-749-9426 (toll) or 833-841-6740 (toll free) and then when prompted enter conference ID 411 116 797#. This should connect you directly into the hearing.

**Why am I receiving this information?**

When an appeal is received, adjacent landowners have the right to make a written submission, either for or against the appeal prior to the hearing and/or attend the hearing and speak for or against the proposed development. Should you wish to exercise this right, your written submissions should be addressed to the undersigned by email at [legislativeservices@sturgeoncounty.ca](mailto:legislativeservices@sturgeoncounty.ca) at least five (5) days prior to the hearing date and must include your current email address. Therefore, written submissions are due to be submitted no later than February 29, 2024.

Please note that any submissions previously provided to the Development Authority are not provided as evidence to the Subdivision and Development Appeal Board and therefore must be resubmitted.

SDAB hearings are public in nature. It is understood that an individual writing, submitting items to the Board, or attending the hearing has a reasonable expectation that their personal information (i.e. name) or business information could be disclosed at a public SDAB hearing and as part of the SDAB agenda package on the Sturgeon County website. Pursuant to Sturgeon County Subdivision and Development

Appeal Board Bylaw 1410/18, hearings are recorded. In addition to audio recording, persons attending via videoconference who activate their video cameras will have their images recorded.

For further information, please call (780) 939-1377 or (780) 939-8277 or email [legislativeservices@sturgeoncounty.ca](mailto:legislativeservices@sturgeoncounty.ca).

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Dianne Mason  
Secretary, Subdivision and Development Appeal Board

## **Subdivision and Development Appeal Hearing Process**

The hearing is a formal meeting and the length of time can vary. Hearings are generally scheduled Tuesday afternoons at the Sturgeon County Centre in the Town of Morinville or via videoconference.

Persons who file an appeal are expected to make a verbal presentation to the Board. Persons who have been notified of the appeal also have the right to present a verbal, written and/or visual presentation to the Board. ***This information should be submitted to the Secretary at least five (5) days in advance of the hearing, so it can be included within the hearing package.*** If desired, parties may have someone, or an agent, speak on their behalf. If a number of appeals are filed on the same subdivision or development, it is recommended that a spokesperson be selected to organize presentations so that evidence is not repetitive.

The Board is not an evidence seeking body. It relies on the written evidence presented, as well as verbal submissions at the hearing, as the basis for their decision. Therefore, it is critical that persons appearing before the Board ensure that sufficient evidence is presented to support their respective positions.

When presenting an appeal, keep in mind the Board does not consider precedent when making its decision. Each application is judged on its own merits.

### **At the hearing . . .**

Anyone in attendance with an interest in the appeal enters the hearing room, joins the videoconference, or dials in just before the scheduled start time of the hearing on the scheduled date of the hearing.

1. The meeting is called to order by the Chair.
2. The Chair welcomes everyone and gives a brief outline as to how the hearing will proceed.
3. The Chair will have all board members, staff and people involved in the appeal introduce themselves and those present are asked if there are any objections to the Board members hearing the appeal.

4. A representative of Sturgeon County Planning and Development will outline the background of the appeal and why the decision was made.
5. The Chairman will then ask:
  - The Appellant to introduce themselves for the record.
  - The Appellant then presents his/her position or concerns with respect to the matter being considered by the Board. Development Appeal Board members question the Appellant.
  - Clearly state your reasons for the appeal.  
**Information such as photographs, illustrative materials and well-prepared drawings that you wish to present should be submitted to the Secretary at least five (5) days in advance of the hearing, so that the information can be included within the hearing package that is circulated.**
  - Stick to the planning facts and support them with quantifiable (measurable) data.
  - State the detailed issues about the site in the context of the surrounding properties and the impact on the community.
  - The Board will then hear from anyone else in favor of the appeal (persons who filed an appeal or support the position of the Appellant). Following each presentation Board members may ask questions.
  - The Board will then hear from anyone opposed to the appeal (persons who oppose the position of the Appellant).
6. After all presentations have been heard, the Chairman will give the Appellants the right to respond to new information. This is an opportunity to refute information and evidence presented since the last time you spoke that you could not have reasonably anticipated. It is not an opportunity to reargue your case or create new argument.
7. The Chairman advises that the Board will deliberate in a Closed Session and a written decision will be mailed within 15 days from the date of the decision as per legislation.



**Planning and Development**  
9613-100 Street  
Morinville, AB T8R 1L9  
Phone (780) 939-8275  
Fax (780) 939-2076  
Email: [PandD@sturgeoncounty.ca](mailto:PandD@sturgeoncounty.ca)

## Notification Letter

Date: Feb 12, 2024

Permit Number: 305305-24-D0025

To: Great West Land Holdings Inc.  
6 ESTATE CRES  
ST. ALBERT, ALBERTA  
T8N 5X1

Re: Decision of the Development Officer

Please be advised that development permit #305305-24-D0025 to leave an existing uncovered rear deck/balcony (9.13m x 4.93m in area) as built with a variance to the rear yard setback was refused on Feb 12, 2024.

This decision may be appealed to an Appeal Board within 21 days (**March 4, 2024**) after the date on which a person qualified to appeal is notified of the decision. Appeal Board information can be found at the bottom of the permit.

If you have any questions regarding the development permit, please contact the undersigned at (780)939-8275 or toll free at 1-866-939-9303.

Yours truly,

A handwritten signature in cursive script that reads 'CWilliams'.

Carla Williams  
Development Officer

**Development Permit**

**Land Use Bylaw 1385/17**

Permit No.:	305305-24-D0025
Tax Roll No.:	4346019
Decision Date:	Feb 12, 2024
Effective Date:	Mar 4, 2024

**Applicant**

Name: Great West Land Holdings Inc.  
 Address: 6 ESTATE CRES  
 ST. ALBERT, ALBERTA  
 T8N 5X1  
 Phone: (780)991-5290  
 Cell: (780)991-5290  
 Email:

**Owner**

Name: Great West Land Holdings Inc.  
 Address: 6 ESTATE CRES  
 ST. ALBERT, ALBERTA  
 T8N 5X1  
 Phone: (780)991-5290  
 Cell: (780)991-5290  
 Email:

Severed in line with section 17 of the FOIP Act

**Property Description**

**Legal Land Description:** 0324325; 9; 11A Villeneuve Airport  
**Land Use Description:** AP - Airport Support District  
**Rural Address:** 5-27018 SH 633

**Description of Work**

To leave an existing uncovered rear deck/balcony (9.13m x 4.93m in area) as built with a variance to the rear yard setback

**Fees**

Commercial, Industrial, Institutional, Discretionary Use / Variance Request	\$400.00
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The application to leave an existing uncovered rear deck/balcony as built is **REFUSED** for the following reasons:

1. Pursuant to section 6.7.1(b) of Land Use Bylaw 1385/17, an unenclosed deck, at a height greater than 0.6m (2ft) above grade shall meet the setback requirements for a principal building (hangar) in the applicable district. Section 6.15 states a hangar is a permitted use in any district and the Development Authority shall only consider the setback requirements in the applicable district.
2. Pursuant to section 16.2.4 of Land Use Bylaw 1385/17, as amended, the minimum rear yard setback is 5m (16.4ft) within the AP – Airport Support District. The Real Property Report prepared by On-Site Surveys Inc., dated March 30, 2023, confirms the uncovered rear deck is 3.98m above grade and is located 0.54m from the rear property line.  
**Minimum Rear Yard Required – 5m**  
**Actual Rear Yard – 0.54m**  
**Variance Required – 4.46m or 89.2%**
3. Pursuant to section 2.8.6, of Land Use Bylaw 1385/17, Decision Process, Table 2.1 Variances, as amended, the Development Authority may issue a variance up to 50% within the AP Land Use District. Section 2.8.6(b) states, variances above what is prescribed in the third column of Table 2.1 shall be refused by the Development Authority. The required rear yard variance of 89.2% to leave the uncovered rear deck as built is hereby deemed refused.

If you have any questions or concerns about your application or any conditions listed above, please contact the Current Planning and Development Department at 780-939-8275.

**Issued By:**



Carla Williams  
Development Officer

**Municipality**

Sturgeon County  
9613 – 100 Street Morinville, AB T8R 1L9  
Phone: (780) 939-8275  
Fax: (780) 939-2076  
Toll Free: 1-866-939-9303

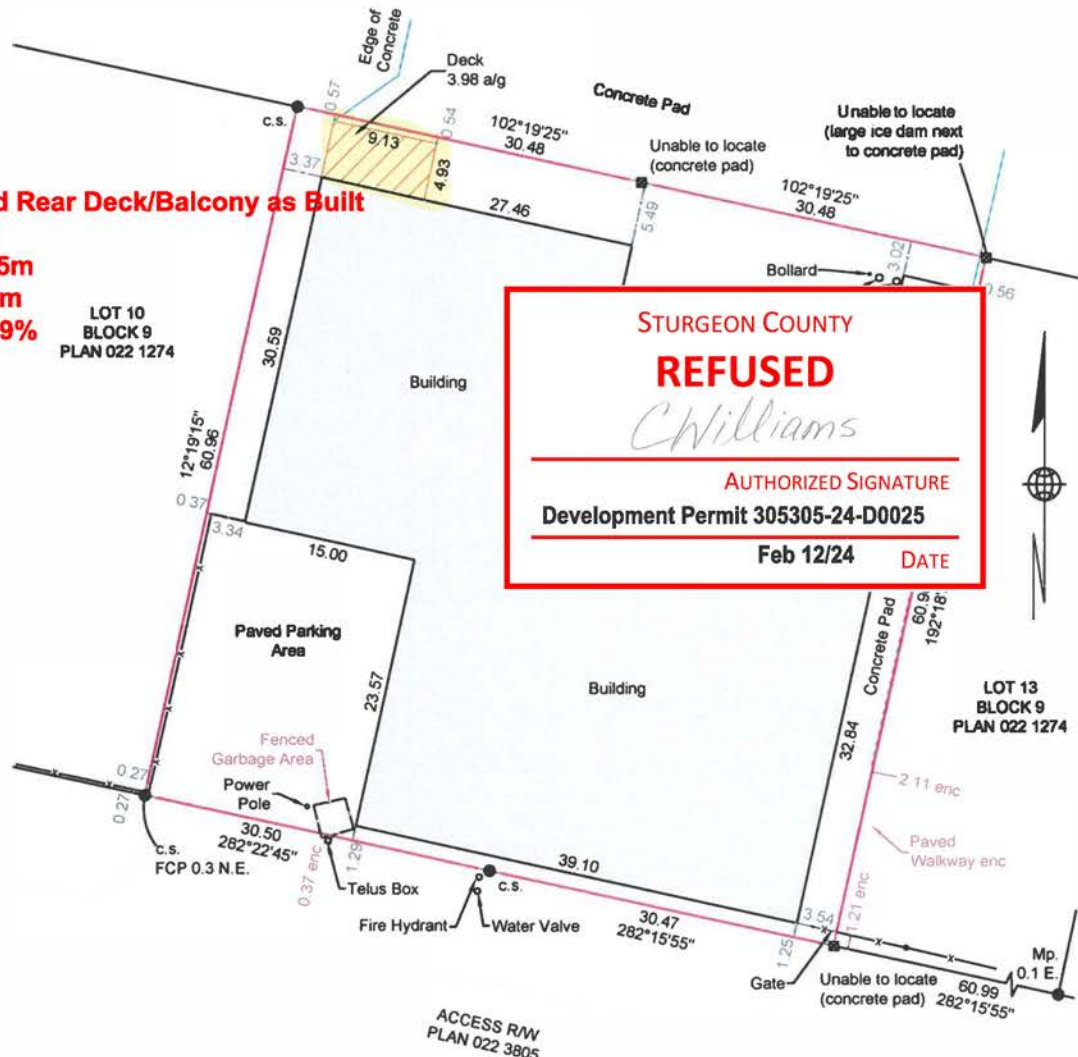
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**Appeal Information**

Pursuant to Section 685(1) of the Municipal Government Act, an appeal may be commenced by filing a notice of appeal within 21 days of the decision date. If you wish to appeal this decision, please file with the Secretary of the Subdivision and Development Appeal Board via email at [legislativeservices@sturgeoncounty.ca](mailto:legislativeservices@sturgeoncounty.ca) or via mail to Sturgeon County Centre 9613 – 100 Street Morinville, AB, T8R 1L9. Telephone enquiries can be made at 780-939-4321.

ALBERTA LAND SURVEYOR'S REAL PROPERTY REPORT

To Leave Uncovered Rear Deck/Balcony as Built  
 Rear Yard Setback  
 Minimum Required 5m  
 Actual Setback 0.54m  
 Variance 4.46m or 89%



**ABBREVIATIONS**

a/g. . . . .	above ground	N. . . . .	North
c.s. . . . .	countersunk	NAD. . . . .	North American Datum
E. . . . .	East	R/W . . . . .	Right-of-way
FCP. . . . .	fence corner post	RGE. . . . .	range
G NSS. . . . .	Global Navigation Satellite System	S. . . . .	South
m. . . . .	metres	SEC. . . . .	section
M . . . . .	meridian	TWP. . . . .	township
Mp. . . . .	marker post	UTM . . . . .	Universal Transverse Mercator
		W. . . . .	West

**NOTES & LEGEND:**

- Statutory Iron Post found shown thus: ●
- Calculated Survey Positions are shown thus: ■
- Chainlink Fence: —x—
- Edge of pavement: —
- Edge of concrete: —
- Bearings are UTM NAD83; derived from GNSS observations and are referred to 111° West Longitude.
- Distances have been scaled to ground and are displayed in metres and decimals thereof unless otherwise indicated.
- Distances shown to the buildings are to the greatest extent of the building siding and perpendicular to the property boundary.
- Fences are present and shown on this plan.

SCALE: 1:500

This is Page 2 of 2 Page Real Property Report, and is ineffective if detached from Page 1

FILE NO. 2023-0037

780-293-1870  
 n-Site Surveys Inc.



May 15, 2023

To Whom it may concern:

We have been retained by Great West Land Holdings Inc. to determine if the existing wood framed deck installed in the North West corner of Lot 11A, Block 9, Plan 032 4325 NW 13 – 54 – 27 – W4, Villeneuve Airport, AB is structurally acceptable.

During a recent site review, we either noted or were informed of the following:

- The deck was built about 7 years ago, at the same time as the new hanger addition was built.
- Drawings were produced; however a building permit was not issued for the noted deck.
- The deck is 30 feet wide x 16 feet deep and is supported by 3 equally spaced 6x6 SPF columns on 12" diameter x 14 foot deep concrete piles along the rear of the deck and on 3 equally spaced 3 ply 2x6 built up columns on steel brackets mounted on the face of the building foundation.
- The main body of the deck comprises of  $\frac{3}{4}$ " plywood sheathing fastened to 2x12 #2 SPF @ 12" centers wood joists c/w 2 rows of bridging, supported on 3 ply 1.75" x 11 7/8" LVL beams at the front and rear of the building.
- Lateral stability was achieved by fastening the deck beams and rim joist to the hanger structural steel members.
- The deck surface is protected with a Duradek membrane and the remaining deck components are cladded with prefinished metal.
- The deck is well constructed.

Based on specified code minimum loads of 20 psf dead and 100 psf live, the wood structure was structurally assessed. We conclude that the deck can sustain the above noted loads and is therefore structurally acceptable.

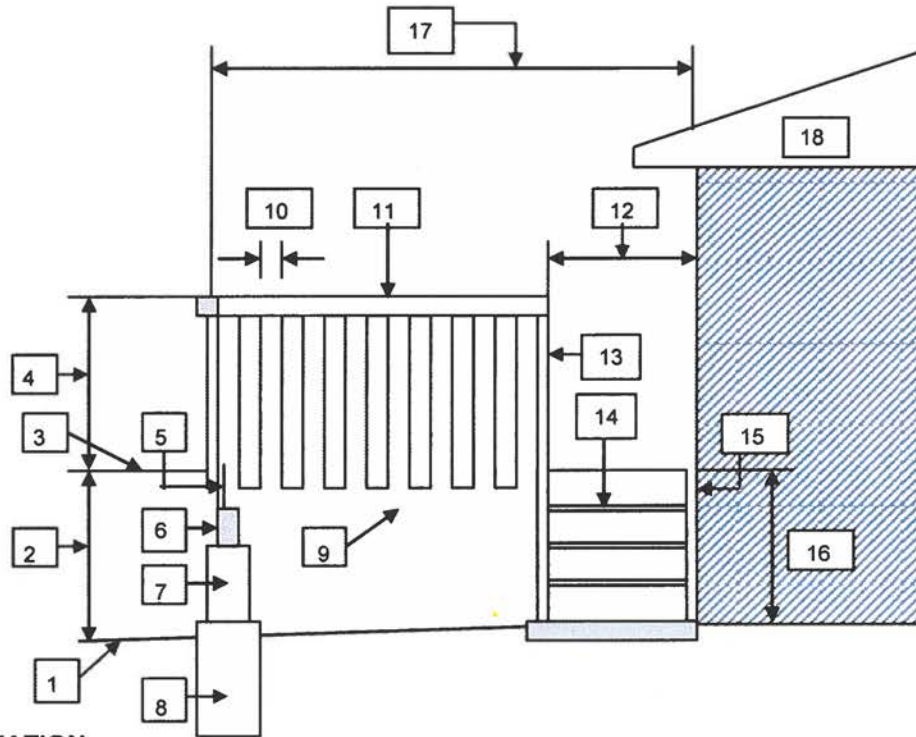
Please contact me at 780 951 9449 if further information is required.



J.P. Levesque, P. Eng.

May 15, 2023

**DECKS, GUARDRAILS, HANDRAILS, STAIRS INFORMATION SHEET**  
(Permits are not required for decks that are entirely below 2ft. (0.6M) from surface to grade)



**REQUIRED INFORMATION:**

- |   |   |
|---|---|
| <p>1. Grade: 2% slope for drainage</p> <p>2. Deck height from grade: Specify <u>11'-0"</u></p> <p>3. Floor decking: Specify <u>Dura Deck Vinyl coating.</u></p> <p>4. Height of guard rail from deck<br/> <input type="checkbox"/> 36" (for 2' to 6' deck height above grade)<br/> <input checked="" type="checkbox"/> 42" (for 6' over deck height above grade)</p> <p>5. End joist size: <u>See drawing</u></p> <p>6. Built up beam size: <u>1"</u></p> <p>7. Wood column size: <u>1"</u></p> <p>8. Foundation Type: <u>1"</u><br/> <i>Pile foundations (steel or concrete) require engineering</i></p> <p>9. Floor joist size and spacing: <u>1"</u></p> <p>10. 4" max space between railings</p> <p>11. Type of railing: <u>GLASS</u></p> | <p>12. 34" minimum stair width</p> <p>13. Handrail height: <u>NA</u><br/> <i>Handrail is required if stairs have more than 3 risers (minimum 34"; maximum 38")</i><br/>                     Guardrail height for stair: <u>NA</u><br/> <i>(minimum 36")</i></p> <p>14. Stair tread size: <u>NA</u></p> <p>15. Ledger (rim) board size (same size as joist)<br/>                     Size: <u>NA</u></p> <p>16. Stair: Rise: 5" to 8"<br/>                     Run: 10" to 15"</p> <p>17. Joist span size: <u>NA</u></p> <p>18. Existing house</p> |
|---|---|

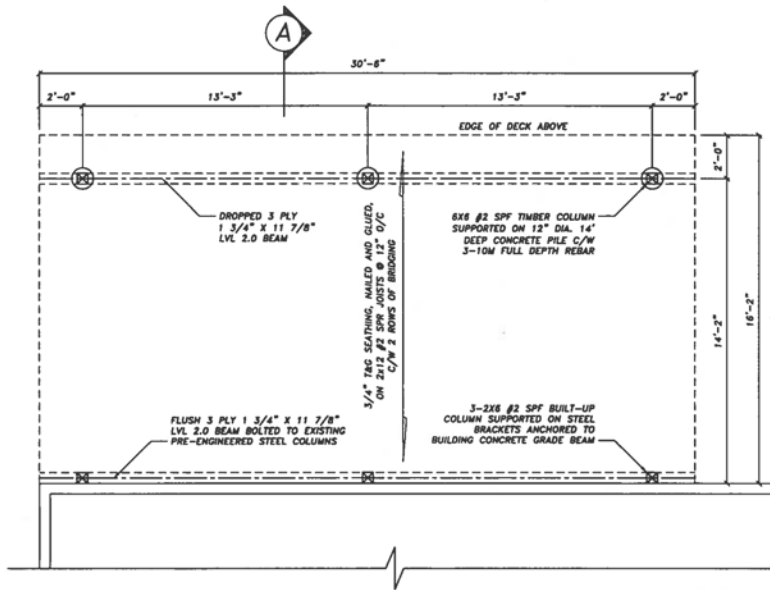
GREAT WEST LAND HOLDINGS INC.

LOT 11A, BLOCK 9, PLAN 032 4325  
NW 13 - 54 - 27 - W4

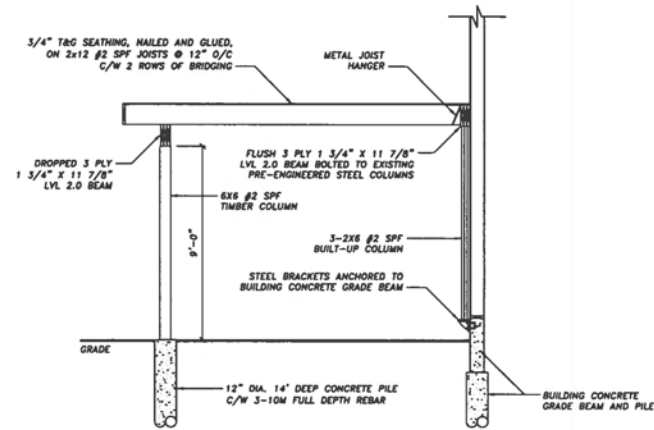
VILLENEUVE AIRPORT  
STURGEON COUNTY, AB.

AS-BUILT VIEWING DECK STRUCTURAL DRAWINGS

CHANGES & AMENDMENTS



FOUNDATION PLAN



A CROSS SECTION

DESIGN NOTES

1. THE DESIGN OF CAST-IN-PLACE CONCRETE PILES IS BASED ON ASSUMED SOIL BEARING CAPACITY OF 15 KPA. CLIENT TO CONFIRM PRIOR TO CONSTRUCTION
2. DECK DESIGN: DEAD LOAD - 20 PSF  
LIVE LOAD - 100 PSF
3. CONTRACTOR TO ADVISE OF ANY DISCREPANCIES PRIOR TO COMMENCEMENT OF WORK.

CONCRETE REINFORCEMENT

1. DEFORMED BARS OF NEW MATERIAL CONFORMING TO G30.18, GRADE 400 MPA
2. FABRICATE AND PLACE REINFORCING IN ACCORDANCE WITH CSA STANDARD A23.1 WITH THE FOLLOWING CONCRETE COVER:
  - A. CONCRETE CAST AGAINST EARTH 75MM (3")
  - B. FORMED CONCRETE EXPOSED TO EARTH 50MM (2")
3. ENSURE REINFORCEMENT IS CLEAN AND FREE OF OIL, MUD, MOST RUST AND MILL SCALE

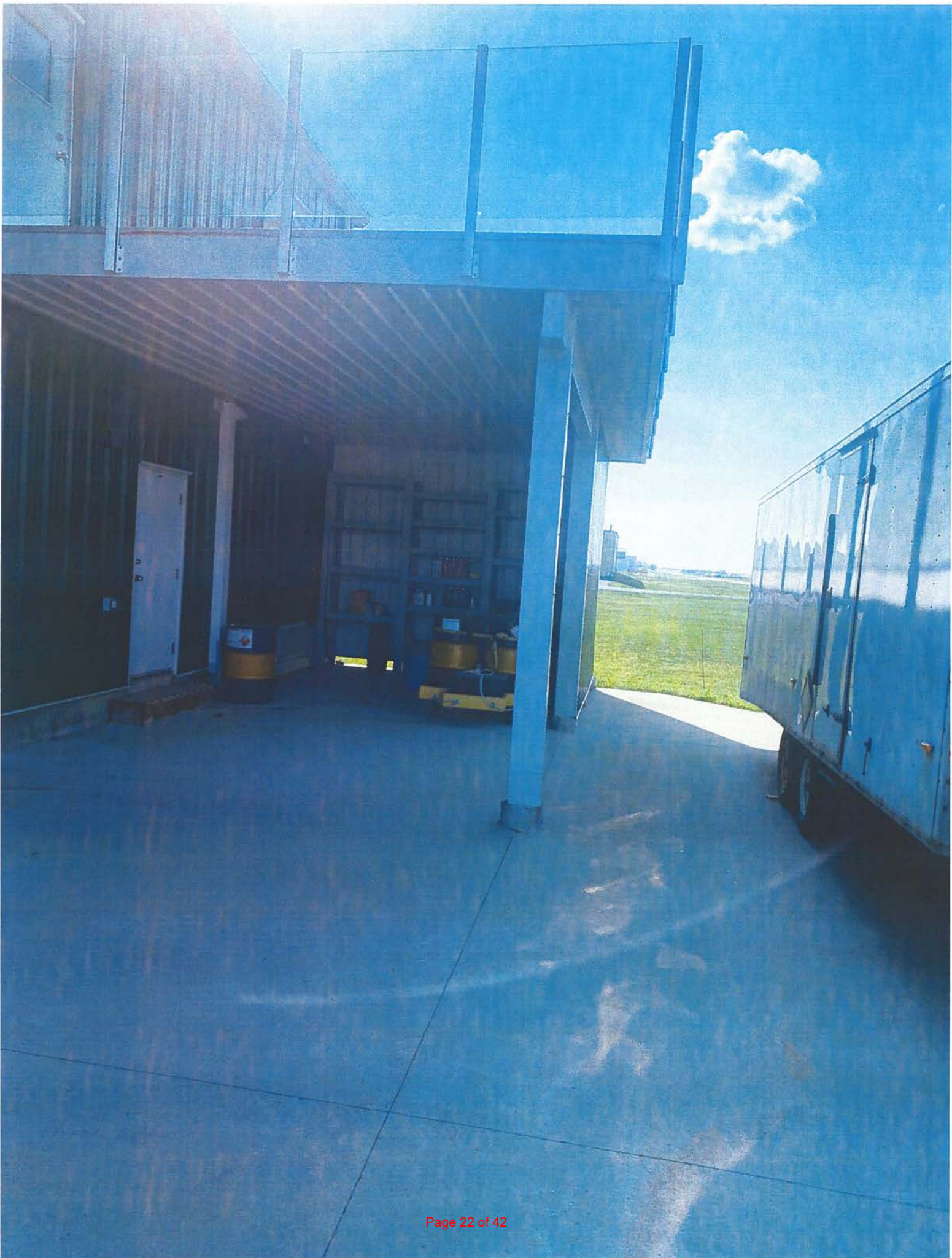
CAST-IN-PLACE CONCRETE

1. ALL CONCRETE TO BE SUPPLIED AND PLACED IN ACCORDANCE WITH CSA STANDARD A23.1
2. ALL CONCRETE TO ATTAIN A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 25 MPA USING TYPE GU CEMENT. MAXIMUM AGGREGATE 19MM (3/4"), SLUMP 80mm +/- 20MM (3 1/4" +/- 3/4"), MAXIMUM WATER CEMENT RATIO 0.45
3. IF SOLUABLE SULPHATES ARE ENCOUNTERED IN THE SOIL, MODIFY CONCRETE SPECIFICATIONS TO ATTAIN A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 32 MPA USING SOLUABLE RESISTANT TYPE HS CEMENT. MAXIMUM AGGREGATE 19MM (3/4"), SLUMP 80mm +/- 20MM (3 1/4" +/- 3/4"), MAXIMUM WATER CEMENT RATIO 0.45
4. AIR ENTRAINMENT FOR EXPOSED CONCRETE SHALL BE 6% +/- 1%

Date	MAY 1, 2023	File No.	-
Designer	R.G.	Drawn by	R.G.
Scale	1/4"=1'-0"	Page	S-01







# VILLENEUVE AIRPORT FACILITY ALTERATION PERMIT

12/22/2023

Planet Project Management and Construction Inc.  
51321 Range Road 24, Parkland Country AB T7Y 2K4

Attention: Brad Timms

RE: Facility Alteration Permit Application FAP2023-187

Submitted to Edmonton Airports on: 12/14/2023

For the Purpose of:  
Addition of a new deck on existing building

Located at:  
27018 SH633

Has been: Approved

The following conditions have been placed upon your project and must be adhered to throughout the duration of the project or as indicated below. Failure to do so may result in cancellation of the permit and withdrawal of approval by Edmonton Airports.

## Conditions of Approval

1. Final deliverables as outlined [here](#) must be provided to Edmonton Airports within 60 days of project completion.
2. Applicant must notify Edmonton Airports upon substantial completion of project.
3. All construction debris must be removed from site (waste, etc.) and all surfaces must be restored to original condition at the conclusion of the project.
4. As-built and/or Record drawings are to be provided within 60 days after substantial completion. Drawings are to be in both cad and pdf format. Contact Technical Services for more details. Final deliverables shall comply with APEGA's "Authentication Requirements for As-Built, Record, and As-Acquired Drawings", Professional Practice Bulletin, released February 2023.

5. Edmonton Airports requires the consultant(s) of record to complete and submit Schedule C1 and C2 as provided under the Alberta Building Code to Edmonton Airports. For disciplines where a schedule C1/C2 aren't typically required, Edmonton Airports requires the coordinating Professional to fill out the form titled "Assurance of Compliance with Sections 14.03.07 and 14.03.09 of the Edmonton International Airport Lease".
6. Please remove all locate flags and stakes upon completion of excavation activities.
7. Excavation and drilling must follow the relevant procedures as laid out in the Edmonton Airports' standard, "01 30 10 Ground Disturbance Standard".
8. Copies of all Utility Safety Partners' (formerly Alberta One Call) locate tickets are to be provided to Edmonton Airports' Technical Services department at [fap@flyeia.com](mailto:fap@flyeia.com), prior to commencement of the work.

The approval of the Facility Alteration Permit by Edmonton Airports does not release the Applicant from applying to the Authorities having jurisdiction for all necessary approval, nor does approval by Edmonton Airports guarantee approval of said project by the Authorities having Jurisdiction.

If the work as outlined in the original application has not been started within six (6) months from date of approval, this approval is considered null and void. A complete re-submission by the Applicant and approval by Edmonton Airports will then be required before construction can commence.

Any approved Facility Alteration Permits whose construction period extends beyond one year (365 days) will be required to apply for a permit renewal.

A variance in duration for permit expirations and renewals may be approved by Edmonton Airports in some instances. Contact Technical Services ([FAP@flyeia.com](mailto:FAP@flyeia.com)) for more information.

Your Edmonton Airports' representative for this project is: Jennette Dudar - Edmonton Airports

Contact email: [JDudar@flyeia.com](mailto:JDudar@flyeia.com)

Contact phone number: 780-890-6763

**The Edmonton Airports' representative must be contacted within 48 hours of receiving this application or prior to construction, whatever the shorter period of time is.**

#### **EMERGENCY CONTACTS**

Emergency: 911

24 hour on call: 780-994-1122

Rod Marshall, Supervisor, ZVL Operations: 780-458-4841

Airport Operations Center: (780) 890-8327

Any concerns or questions may be directed to Edmonton Airports' Technical Services department at 780-890-6763 or [FAP@flyeia.com](mailto:FAP@flyeia.com)

Yours truly,

Edmonton Airports



**Darin Schuster (Dec 24, 2023 17:26 MST)**

**Darin Schuster**

Director

Airport Planning & Engineering





**Planning and Development**  
 9613-100 Street  
 Morinville, AB T8R 1L9  
 Phone (780) 939-8275  
 Fax (780) 939-2076  
 Email: PandD@sturgeoncounty.ca

For Office Use	
Permit Number:	<del>305305-24-D0025</del> 305305-24-D0025
Date Received:	09/02/24
Received By:	AN

**DEVELOPMENT PERMIT APPLICATION**

Application is hereby made under the provisions of Land Use Bylaw 1385/17 to develop in accordance with the plans and supporting information submitted herewith and which form part of this application.

**APPLICANT INFORMATION**

**Complete if different from Applicant**

Name of Applicant: <b>Great West Land Holdings Inc.</b>		Name of Registered Land Owner:	
Mailing Address: <b>6 Estate Crescent</b>		Mailing Address:	
City: <b>St. Albert</b>		City:	
Postal Code: <b>T8N 5X1</b>	PH: <b>780-991-5290</b>	Postal Code:	PH:
E-mail Address: <b>bradtimms@me.com</b>		Email Address:	

Contact Name: **Brad Timms**

**LAND INFORMATION**

Legal Description of Property All/Part \_\_\_\_\_ 1/4 Section \_\_\_\_\_ Twp. \_\_\_\_\_ Rge. \_\_\_\_\_ West of the \_\_\_\_\_ Meridian  
 OR Lot 11A Block 9 Plan No. 0324325 Hamlet or Subdivision Villeneuve Airport  
 Parcel Size: \_\_\_\_\_ Rural Address: 5 27018 Hwy 633

**DEVELOPMENT INFORMATION – Please Mark (X) ALL that Apply**

<input type="checkbox"/> Residential	<input type="checkbox"/> Accessory Building	<input type="checkbox"/> Kennel	<b>Brief Description:</b> Existing deck <u>C-14-2023</u> _____ _____ _____ _____	<b>Development Details:</b> Size: _____ Height: _____ Start Date: _____ End Date: _____ Estimated Project Value: <u>25,000</u> (cost of material & labour)
<input type="checkbox"/> Commercial	<input type="checkbox"/> Addition	<input type="checkbox"/> RV Storage		
<input type="checkbox"/> Industrial	<input type="checkbox"/> Attached Garage	<input type="checkbox"/> Single Family Dwelling		
<input type="checkbox"/> Institutional	<input type="checkbox"/> Site Grading	<input type="checkbox"/> Secondary Dwelling		
	<input type="checkbox"/> Deck	<input type="checkbox"/> Dugout		
	<input type="checkbox"/> Other _____			

**APPLICANT AUTHORIZATION**

I/we hereby give my/our authorization to apply for this development permit application and allow authorized persons the right to enter the above land and/or building(s) with respect to this application only, per Section 542 of the Municipal Government Act. I/we understand and agree that this application and any development permit issued pursuant to this application or any information thereto, is not confidential information and may be released by Sturgeon County. I/We grant consent for an authorized person of Sturgeon County to communicate information electronically as per Section 608 (1) of the Municipal Government Act, R.S.A. 2000., c.M-26.

*Brad Timms* Feb 8/24  
 Signature of Authorized Applicant(s) \_\_\_\_\_ Date \_\_\_\_\_ Signature of Landowner \_\_\_\_\_ Date \_\_\_\_\_

All landowners listed on title must sign this permit or a letter of authorization.  
 If the land is titled to a company, a copy of the Corporate Registry must be provided.  
 Signature of Landowner \_\_\_\_\_ Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

Permitted Use <input checked="" type="checkbox"/> Discretionary Use <input type="checkbox"/>
Fee \$ <u>300</u> Penalty \$ _____ Receipt# <b>202400849</b> Tax Roll# <u>4346019</u> District <u>AP</u>
Payment Method: Cash / Cheque / <b>Debit</b> / VISA / Mastercard
M/C or Visa Number _____ Expiry Date: _____
Name (as it appears on card): _____ Authorized Signature: _____



Planning and Development  
9613-100 Street  
Morinville, AB T8R 1L9  
Phone (780) 939-8275  
Fax (780) 939-2076  
Email: PandD@sturgeoncounty.ca

For Office Use	
Permit Number:	_____
Date Received:	_____
Received By:	_____

### VARIANCE REQUEST APPLICATION

This form is required along with a completed development permit application for a proposed or existing development that requires a variance. All applicable information including the proposed variance shall be shown on the site plan. All variance requests are considered **discretionary** and will be processed as per Sturgeon County's Land Use Bylaw 1385/17.

#### VARIANCE DESCRIPTION

WHAT IS A VARIANCE? A variance means a relaxation to the regulations of the Land Use Bylaw. Please indicate what Land Use Bylaw regulation(s) you are seeking to vary. Describe and indicate on the site plan.

SET BACK FOR DECK

#### JUSTIFICATION

What is the reason why the regulation cannot be adhered to? What are the unique circumstances of your property that warrants a variance?

DECK IS ALREADY BUILT, IT WAS AN OVERSIGHT on original permit when Building was ADDED TO By the contractor

#### MITIGATION

How have you considered revising the project to eliminate/reduce the variance request?

No Real way to change it, An Engineering provided

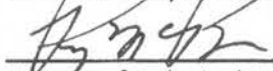
What measures will be applied to minimize the potential impact of the proposed variance on adjacent property owners?

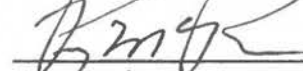
No impact ON ADJACENT PROPERTIES,

#### APPLICANT AUTHORIZATION

I/we hereby give my/our authorization to apply for this development permit application and allow authorized persons the right to enter the above land and/or building(s) with respect to this application only. I/we understand and agree that this application and any development permit issued pursuant to this application or any information thereto, is not confidential information and may be released by Sturgeon County.

I/We grant consent for an authorized person of Sturgeon County to communicate information electronically as per Section 608 (1) of the Municipal Government Act, R.S.A. 2000., c.M-26.

  
Signature of Authorized Applicant(s) \_\_\_\_\_ Date July 19, 2023

  
Signature of Landowner \_\_\_\_\_ Date July 19, 2023

All landowners listed on title must sign this permit or a letter of authorization.

If the land is titled to a company, a copy of the Corporate Registry must be provided. \_\_\_\_\_  
Signature of Landowner \_\_\_\_\_ Date \_\_\_\_\_

Fee \$ 100.<sup>00</sup>

Receipt # 202400849

Paid by: Cash / Cheque / **Debit** / VISA / Mastercard

M/C or Visa Number \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Name (as it appears on card): \_\_\_\_\_ Authorized Signature: \_\_\_\_\_

# PLANNING AND DEVELOPMENT SERVICES REPORT

**Subdivision & Development Appeal Board**  
**File Number 024-STU-003****FILE INFORMATION**

Department File: 305305-24-D0025  
Legal Land Description: Plan 0324325; Blk 9; Lot 11A  
Address: 5-27018 SH 633 (Villeneuve Airport)  
Appellant: Great West Land Holdings Inc. (Brad Timms)  
Landowner: Great West Land Holdings Inc.  
Description of Appeal: Appealing the Decision of the Development Authority of Refusal to Leave a Rear Uncovered Deck/Balcony as Built  
Land Use Bylaw District: AP – Airport Support District  
Tax Roll Number: 4346019

**BACKGROUND**

- A Real Property Report was submitted to the County to review the property for compliance.
- The survey confirmed an existing hangar with a rear deck/balcony (3.98m above grade) 0.54m from the rear property line.
- The deck was not shown in the original construction drawings for the hangar and was constructed without development and building permit approval.
- A Facility Alteration Permit (FAP) FAP2023-187 was included as part of the application. Edmonton Airports approved an “addition of a new deck on existing building.”
- To bring the property into compliance a development and building permit to leave the existing rear deck/balcony as built is required.

**PROPERTY INFORMATION**

- The land is located within Villeneuve Airport and the parcel is 0.92ac (0.37ha) in area currently developed with a hangar.
- The original hangar was approved under Development Permit 305305-03-D0198 (90ft x 100ft in floor area) with an upper mezzanine floor for office space. The hangar was approved to be 5.5m (18ft) from the rear property line.
- A front addition (12,500ft<sup>2</sup>) to the hangar was approved under Development Permit 305305-13-D0259.
- The rear deck/balcony was added to the second floor of the original hangar.

**RELEVANT POLICY/LEGISLATION**

- **Land Use Bylaw 1385/17**, as amended.
  - Section 6.7.1(b) states an unenclosed deck, at a height greater than 0.6m (2.0ft) above grade shall meet the setback requirements for a principal building.

- Section 6.15 states a hangar is a permitted use in any district and the Development Authority shall only consider the setback requirements in the applicable district.
- According to the AP – Airport Support District, Section 16.2.4 (Appendix 1), the minimum rear yard setback is 5.0m (16.4ft).
- Section 16.2.5(b) states a Facility Alteration Permit approval shall be submitted with an application for a development permit for land located within the Villeneuve Airport.
- Section 2.8.6 states the Development Authority may issue a variance up to 50% within the AP district.
- Section 2.8.6(b) states variances above what is prescribed in the third column of Table 2.1 (50%) shall be refused by the Development Authority.

### ANALYSIS

- The hangar meets the front and side yard setback requirements of the AP district however the attached rear deck/balcony does not meet the minimum rear yard setback.

Minimum Rear Yard Required	5.0m
Actual Rear Yard	0.54m
Variance Required	4.46m or 89.2%.
- The variance of 89.2% exceeded the powers of the Development Authority (50%) and the application to leave the deck as built had to be refused.
- Given Edmonton Airports provided a FAP in support of the deck confirms there are no concerns with the location of the deck with respect to plane parking and runway operations at the rear of the hangar.
- The Development Authority is supportive of the existing development and would have approved.

### CONCLUSION

- The Board may consider the following:
  - If the existing development unduly interferes with the amenities of the neighbourhood; or materially interferes with or affects the use, enjoyment, or value of neighbouring properties.

Should the Board uphold the Appeal and approve the application to leave the uncovered rear deck/balcony to remain as built, the following conditions are recommended.

1. The uncovered rear deck/balcony (9.13m x 4.93m in floor area) is approved to remain as shown on the Alberta Surveyor's Real Property Report prepared by On-Site Surveys Inc., dated March 30, 2023.

Minimum Rear Yard Required	5.0m
Actual Rear Yard	0.54m
Variance Granted	4.46m or 89.2%.

2. The deck as approved shall remain uncovered or unenclosed. Future deck construction is subject to a new development permit.
3. A separate building permit shall be approved and obtained.
4. The applicant shall adhere to the conditions of approval of the Facility Alteration Permit, FAP2023-187, issued by Edmonton Airports.

Attachment

Appendix 1 – AP Airport Support District

Prepared By:

*C Williams*

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**Carla Williams**, Development Officer

Reviewed By:

**Tyler McNab**

Digitally signed by Tyler McNab

Date: 2024.02.26 16:21:42

-07'00'

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**Tyler McNab**, Program Lead Development & Safety Codes

**16.2 AP – AIRPORT SUPPORT DISTRICT**



.1 General Purpose

This district is intended to regulate *development* which is not federally regulated at *airports* or helipads. The *uses* support and are compatible with the operations of the *airport* or heliport.

.2 Uses

Permitted Uses	Discretionary Uses
<i>Accessory, building*</i>	<i>Accessory, building*</i>
<i>Accessory, use*</i>	<i>Accessory, use*</i>
<i>Aircraft sale and service</i>	<i>Bulk fuel sale</i>
<i>Protective and emergency service</i>	<i>Cannabis production and distribution facility, micro</i>
<i>Warehousing</i>	<i>Cannabis production and distribution facility, standard</i>
	<i>Commercial school</i>
	<i>Community Building</i>
	<i>Contractor service, minor</i>
	<i>Eating and drinking establishment</i>
	<i>Equipment sale, service and rental, major</i>
	<i>Fleet service</i>
	<i>General industrial</i>
	<i>Government service</i>
	<i>Hotel</i>
	<i>Motel</i>
	<i>Outdoor storage</i>
	<i>Parking facility</i>
	<i>Professional, office and business service</i>
	<i>Public library and cultural facility</i>
	<i>Retail sale</i>
	<i>Sales centre</i>
	<i>Service station</i>
	<i>Storage facility</i>
	<i>Surveillance suite</i>
	<i>Temporary asphalt plant</i>
	<i>Temporary concrete batch plant</i>

\* Refer to Section 6.1 for further clarification.

1436/19, 1597/22

.3 Subdivision Regulations

The *parcel area* shall be determined by the Subdivision Authority.

.4 Development Regulations

Minimum <i>front yard</i> and <i>flanking front yard setbacks</i>	1m (3.3ft)
Minimum <i>rear yard setback</i>	5m (16.4ft)
Minimum <i>side yard setback</i>	3m (9.8ft)
	Zero <i>lot</i> line where common wall is present
Maximum <i>height</i>	As determined by federal or provincial legislation

.5 Additional Development Regulations

- (a) All *development* in this district is subject to the regulations stated in Parts 5 through 9 of this Bylaw.
- (b) A Facility Alteration Permit approval shall be submitted with an application for a *development permit* for land located within the Villeneuve Airport.
- (c) In addition to the requirements of Section 2.4 of this Bylaw, all *development permit* applications shall include a site plan that identifies the boundaries of any lease areas subject to the *development permit* application.
- (d) For the purposes of determining and regulating *development*, within this district, the lease boundaries of the area subject to the *development permit* shall be interpreted as the boundaries of a *parcel*.
- (e) In cases where a *development abuts* a residential district, a solid *fence* with a minimum *height* of 1.83m (6ft) shall be provided on the affected *parcel line*.
- (f) The *use* or operation of a *development* on any land situated within the AP district shall not cause any objectionable or dangerous condition that would interfere with the safe and efficient operation of the *airport* and without restricting the generality of the foregoing, the *development* shall not cause excessive:
  - (i) smoke, dust, steam or other emissions;
  - (ii) toxic and noxious matters;
  - (iii) radiation, fire and explosive hazards, or
  - (iv) attraction of bird life.

1432/19



# 024-STU-003

Development Authority Report

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2024-03-05



Sturgeon  
C O U N T Y

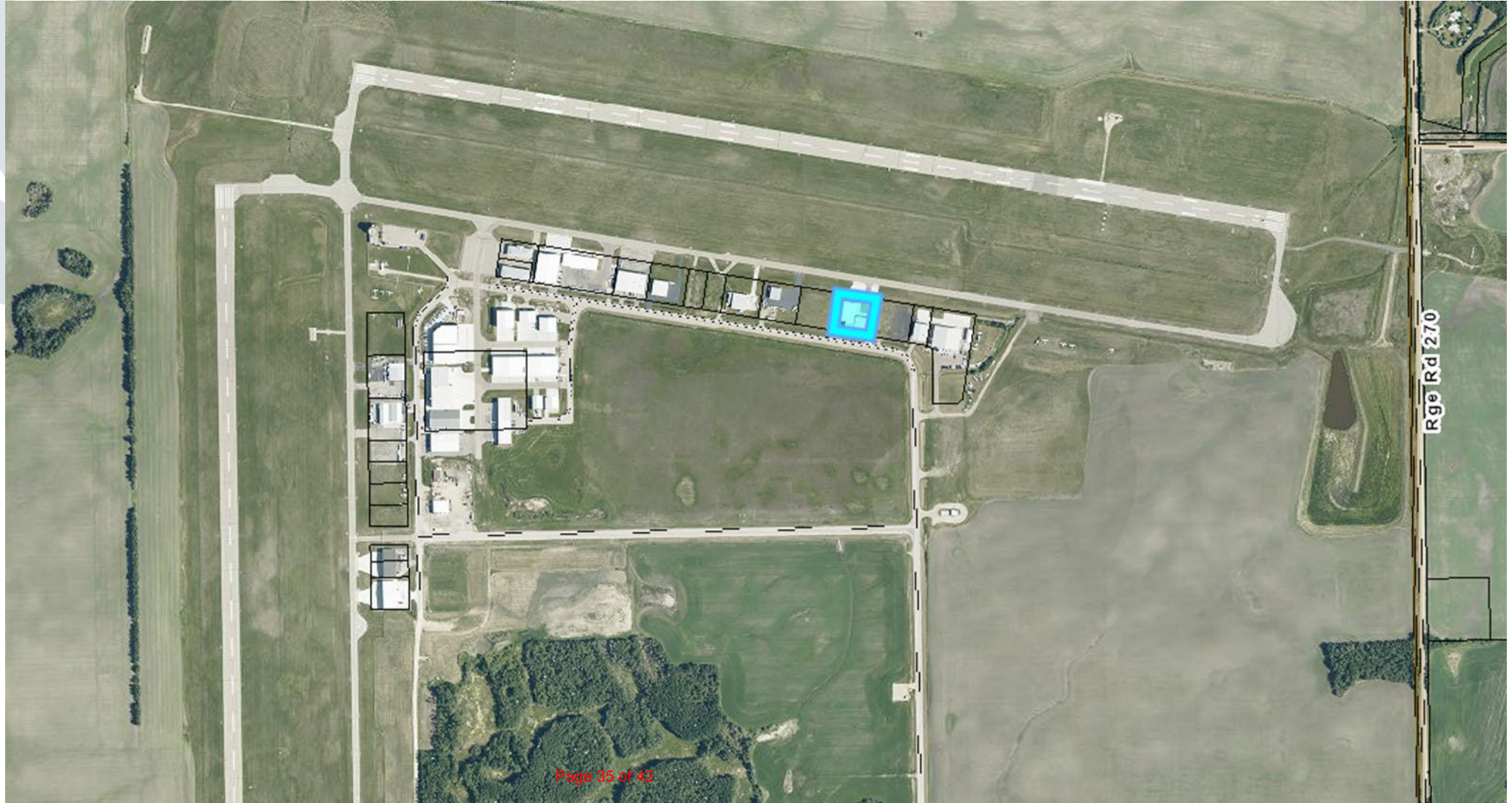
# Site Location (Local)

Villeneuve  
Airport

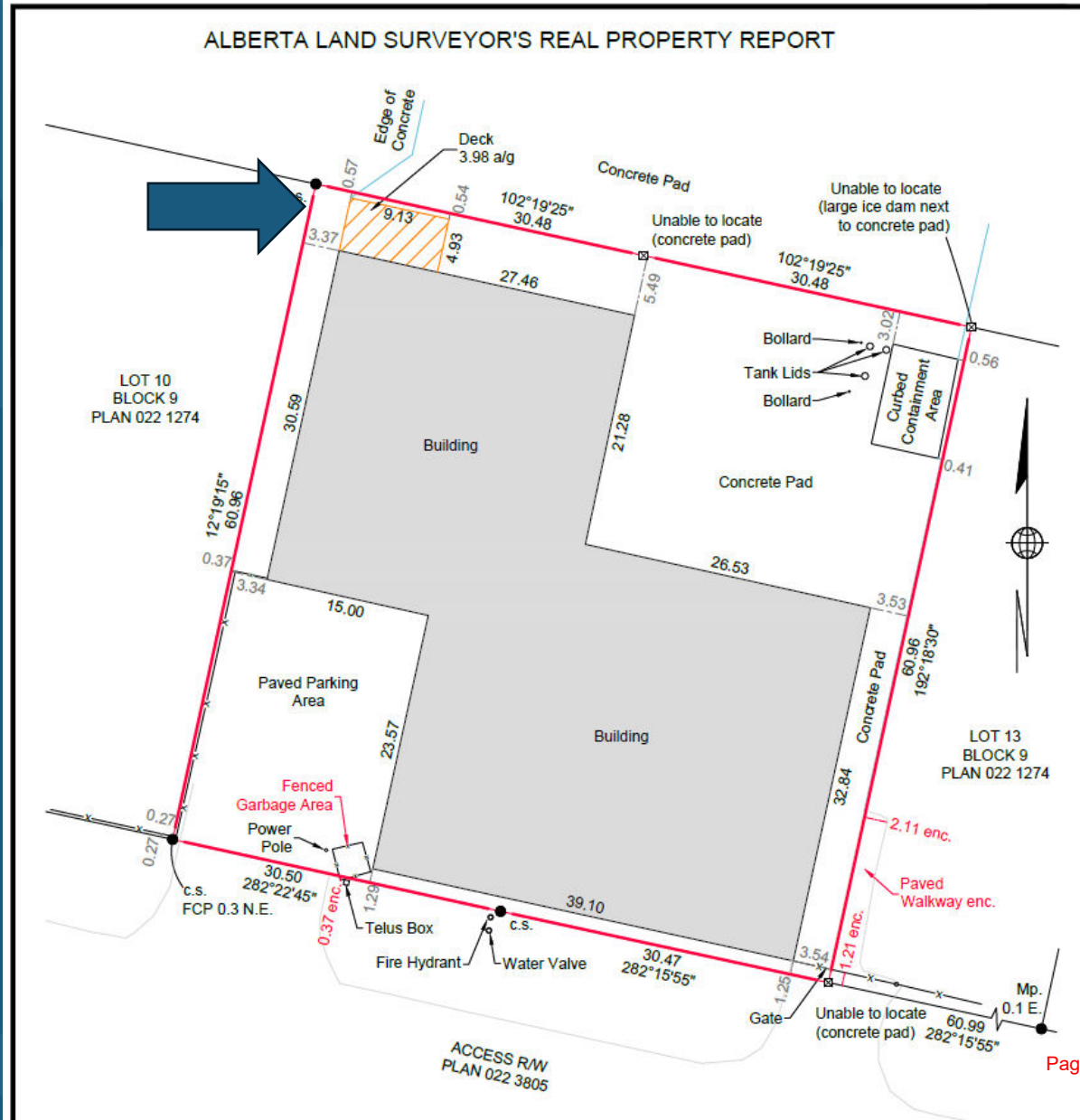


# Site Location (Site)

Plan 0324325  
Block 9  
Lot 11A



# Application



## Compliance Certificate Application Uncovered Rear Deck/Balcony

- No permit approval
  - Min Required Rear Yard 5.0m
  - Actual Rear Yard 0.54
  - Variance Required 4.46 or 89.2%
- Facility Alterations Permit (FAP)



# Property Information

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**Original Hangar**  
**305305-03-D0198**

- **Deck/Balcony was added**

**Front Addition to Hangar**  
**305305-13-D0259**

# Relevant Policy & Legislation

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## Land Use Bylaw 1385/17

- Section 6.7.1(b) an unenclosed deck, at a height greater than 0.6m above grade shall meet the setback requirements for a principal building.
- Section 6.15 Hangar is a permitted use in any district and the Development Authority shall only consider the setback requirements in the applicable district.
- Section 16.2 AP – Airport Support District
  - Minimum Rear Yard Setback is 5.0m
  - Facility Alteration Permit approval shall be submitted with an application for a development permit for land located within the Villeneuve Airport.
- Section 2.8.6 Decision Process
  - Development Authority may grant a variance of up to 50% in the AP district.
  - Variances in excess of what is prescribed shall be refused by the Development Authority

# Analysis

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- Hangar meets the front and side yard setback requirements however the attached rear deck/balcony does not meet the rear yard setback.
  - Minimum Rear Yard Required – 5.0m
  - Actual Rear Yard - 0.54m
  - Variance Required – 4.46m or 89.2%
- Variance of 89.2% exceeds the powers of the Development Authority in AP District (50%) and the application had to be refused.
- Edmonton Airports provided FAP of support for the existing deck
  - No concerns with plane parking and runway operations at the rear of the hangar
- The Development Authority is supportive of the existing development.

# Conclusion

---

The Board may consider if the existing development unduly interferes with the amenities of the neighbourhood; or materially interferes with or affects the use, enjoyment, or value of neighbouring properties.

## Recommendation

Should the Board uphold the Appeal and approve the application to leave the deck/balcony to remain as built, the following conditions are recommended:

1. The uncovered rear deck/balcony (9.13 m x 4.93 m in floor area) is approved to remain as shown on the Alberta Surveyor's Real Property Report prepared by On-Site Surveys Inc., dated March 30, 2023.

Minimum Rear Yard Required	5.0m
Actual Rear Yard	0.54m
Variance Granted	4.46m or 89.2%.

2. The deck as approved shall remain uncovered or unenclosed. Future deck construction is subject to a new development permit.

3. A separate building permit shall be approved and obtained.

4. The applicant shall adhere to the conditions of approval of the Facility Alteration Permit, FAP2023-187, issued by Edmonton Airports.



# APPELLANT SUBMISSIONS RECEIVED

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**\*NOTE:**

No submissions were received at the  
time of publication of the Agenda

WRITTEN  
SUBMISSIONS  
FROM  
ADJACENT  
LANDOWNERS  
AND OTHER  
AFFECTED  
PERSONS

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\*NOTE:

No submissions were received at the  
time of publication of the Agenda